



# HEAD OF SECONDARY

## INFORMATION PACK

BOBBY MOORE ACADEMY
Broadening horizons

Part of the David Ross Education Trust
Broadening Horizons





David Ross Education Trust
Broadening Horizons

# WELCOME

**Thank you very much for your interest in becoming Head of Secondary for Bobby Moore Academy at our inspirational secondary site on the Queen Elizabeth Olympic Park.**

This is a very important appointment for us which will have significant impact for the young people of east London and across our academies.

We are deeply committed to the progress and success of all our students and young people.



Working together, with a shared ethos and vales, our close-knit family of schools allows pupils to begin and continue their world-class academic journey with an outstanding array of extra-curricular activities, in music and sport particularly. We believe in serving local communities through the creation of excellent schools which provide outstanding education.

We have a commitment to continued improvement coupled with great potential for growth and development. We aim to enable all schools to achieve more through being part of the Trust than they could on their own.

This is a role which I expect to be challenging as well as extremely rewarding for an outstanding professional with the potential to make a significant impact for the good of young people and their communities.

**Stuart Burns**
Chief Executive Officer

# THE BOBBY MOORE ACADEMY

Bobby Moore Academy is an all through school, providing a world-class education for the children of east London which is transformational in its impact on their life chances. We are situated across two iconic sites on the Queen Elizabeth Olympic Park, and our Secondary phase is now heavily oversubscribed. We are building partnerships with the new East Bank development, bringing incredible opportunities to the young people of East London.

Since the school was founded in 2017, we have set ambitious academic standards backed up by exciting enrichment opportunities, whilst nurturing and caring for the wellbeing of every child. At capacity, our two sites will accommodate over 1500 pupils, including a Sixth Form opening in September 2022. We currently have over 850 pupils on roll across Reception-Year 3, and Years 7-11 in the Secondary phase. The academy will grow year on year to reach full capacity in 2025.




**We expect the highest standards from our pupils and staff, and we are looking for someone who will be genuinely inspired by the chance to apply their knowledge and experience in a setting designed to be among the best of its kind in the country.**

## ABOUT THE

# DAVID ROSS EDUCATION TRUST

The David Ross Education Trust (DRET), of which the Bobby Moore Academy is part, has a passionate belief that by offering young people an outstanding range of opportunities they will discover what they can excel at and thus transform their life chances.
Such an ethos demands that at Trust and individual school level, we bring together best practice from across the independent and state sectors, to ensure high expectations and outcomes for pupils. In practice, this ethos will is driven through four core values, the rules by which our community will thrives:



★ **Aspiration** Always aiming high

★ **Ambition** Being the best we can be

★ **Courage** Nothing holds us back

★ **Respect** Always leading by example

We are an equal opportunities employer, and as with all roles within Bobby Moore Academy, we welcome and strongly encourage applications from candidates representing ethnically diverse communities.

For more information, please visit **www.bobbymooreacademy.co.uk**

If you would like to discuss this opportunity further, in complete confidence, please contact the Principal of the all through school, via **principal@bobbymooreacademy.co.uk.**

# JOB DESCRIPTION

Job Title:
**Head of Secondary**

Address:
**Queen Elizabeth Olympic Park, Stratford, London.**

Start date:
**Easter 2022 (negotiable)**

## Purpose:

**The purpose of this role is to lead standards throughout the secondary phase to an exceptional level.**

This is an exciting opportunity for an experienced senior leader to build on their experience under the guidance of the Principal and a supportive Trust. You will have the opportunity to shape the positive culture within the school and ensure the smooth day-to-day running of the secondary phase. With a strong foundation in curriculum leadership and a good understanding of the leadership of safeguarding, this will be an exciting and thrilling opportunity for the right candidate to grow with the school as it expands and continues to improve towards excellence.

We are a school with a huge heart, enormous ambition for our staff, students and wider community, and we understand the importance of excellent teacher and leader development. We encourage applicants to satisfy themselves that they are aligned with our trust-wide approach to evidence informed practice, teacher-led instruction, warm:strict behaviour and culture, and a knowledge-rich curriculum, as these things are cornerstones of our approach and are integral to our educational philosophy.

This is an integral role in supporting the Principal in all aspects of school leadership. The successful candidate will be an outstanding practitioner in their own right, with the experience to lead across both academic and pastoral provision, and who, as part of a team, will lead our Secondary students to exceptional progress and attainment outcomes.





# REPORTING DIRECTLY TO THE PRINCIPAL YOUR CORE RESPONSIBILITIES WILL BE:

## Teaching and Learning

- Maintain a high profile as an example of best practice within the classroom, have significant expertise in your subject and be able to assure high quality delivery at A Level.
- Monitor, evaluate and review classroom practice and promote improvement strategies aligned with the Trust approach to teacher-led instruction.
- Coach and develop staff to maximise impact on teaching and learning.
- Alongside the Principal, ensure that there is a strong culture of professional trust, openness, candour, and always promote high expectations for performance.

## Communication and relationships

- Implement effective strategies and procedures for staff induction, professional development and performance review.
- Create a positive ethos, in which every individual is treated with dignity and respect and promote safeguarding to ensure the welfare of students and staff is paramount.
- Ensure effective planning, allocation, support and evaluation of work of teams and individuals.
- Contribute to the development of collaborative approaches to teacher development within the School and across the Trust.
- Regularly review own practice, set personal targets and take responsibility for own development.

## Managing the School

- Work to deliver against the clear, evidence-based improvement plans for the development of the School.
- Oversee the operation of the school timetable, including calendar management and rotas for the effective deployment of all staff in the secondary phase.
- In partnership with the Principal and Academy Scrutiny Committee, to recruit, retain and deploy staff in line with best practice across the secondary phase.
- Appropriately manage the cover and workload of staff to ensure that unnecessary administration tasks and behaviour workload are kept at a minimum as per the DRET Way.
- Line manage key departments and support them to perform well for all of our children, including those whose learning is vulnerable.
- Manage and organise the School environment efficiently and effectively to ensure that it meets the needs of the curriculum.
- Ensure that the range, quality and use of available resources is monitored, evaluated and reviewed to improve the quality of education for all children and provide value for money.
- Ensure the application of agreed policies, priorities and expectations.
- Be a role model to others in order to motivate and create a shared culture and positive atmosphere.



## Strengthening the community

- Support positive strategies for promoting equality and for challenging racial and other prejudice.
- Support the development of the School within the community, ensure strong partnerships with other schools and services in the Trust and beyond.
- Ensure a range of community-based learning experiences.
- Collaborate with other agencies to ensure children and community needs are met and to safeguard the welfare of children.
- Promote and model good relationships with parents, which are based on partnership.

## General duties and responsibilities as a senior leader:

- Play a lead role in modelling the Bobby Moore Academy Way and the development of our culture across the academy.
- Take a full and active role in ensuring that Academy policies and the Bobby Moore Academy Way are adhered to and implemented in an effective manner.
- Where necessary, to deputise for the Principal.
- Support the management of behaviour across the Academy, overseeing and completing all duties effectively.
- Take a lead role in CPD and support programmes where necessary.
- Line-manage key departments and ensure that Academy standards are met.
- Undertake rigorous self-evaluation and use findings effectively.
- Commitment and contribution to the co-curricular programme.
- Participate in Trust meetings and coaching; work in effective partnership with other senior leaders across the Trust.
- Engage fully in the academy appraisal process to fulfil personal potential and be able to participate effectively in the implementation of the academy's goals and development plan.
- Manage your own workload and that of others to allow appropriate balance.
- Manage and maintain an effective quality assurance process.
- Be responsible for promoting and safeguarding the welfare of students and for raising any concerns in line with Academy procedures.
- Be responsible for promoting equality and diversity in line with Academy policies and procedures.
- Promote the school actively to potential staff and play a key part in the recruitment of new teaching staff.
- Carry out any other reasonable duties as requested by the Principal.

## Benefits of working at Bobby Moore Academy...

- World-class facilities
- Comprehensive training, coaching, and mentoring available. We are a school that is passionate about the science of learning and implementing evidence-informed practice.
- Supportive working culture.
- Competitive salary.
- Free staff gym on site.
- Interest free loans for season tickets and bicycle purchase.
- Access to the London Marathon Community Track.
- Local staff discount at the View Tube café.
- Opportunities to attend Park events.

# PERSON SPECIFICATION

| Area of Focus | What do we need? ESSENTIAL | What do we want? DESIRABLE | How will we assess? |
|---|---|---|---|
| Qualifications | • Qualified Teacher Status<br>• A good honours degree in a relevant subject<br>• Evidence of relevant ongoing professional development | • Graduate from high-tariff university<br>• Evidence of postgraduate study<br>• Completion or willingness to undertake a reformed National Professional Qualification in Headship (NPQH) | Application |
| Experience | • Excellent leadership practitioner with demonstrable experience of raising standards<br>• Experience of sustained impact within an area of school leadership<br>• Experience of working in high-performing contexts<br>• Experience of line-managing and coaching staff, including colleagues on the leadership scale<br>• Experience of closing the gap between PP/non-PP students<br>• Experience in dealing with complex safeguarding issues | • Experience of working in areas of high economic and social deprivation<br>• Experience of developing fellow school leaders<br>• Experience of leading impactful strategies for closing gaps for vulnerable pupils<br>• Experience of leading on safeguarding strategies for pupils<br>• Experience of forming effective partnerships with Trust-wide groups, or the equivalent thereof | Application<br>Interview<br>References |
| Knowledge and Skills | • Commitment to evidence-informed pedagogy<br>• Relentlessly high expectations of staff and pupils<br>• Ability to draw meaningful and actionable interpretations from data<br>• Excellent subject knowledge<br>• Familiarity with recent developments in education policy and practice<br>• Ability to motivate, inspire and develop students, staff and school leaders | • Familiarity with cognitive psychology and its application to education<br>• Knowledge of contemporary debates around multiple areas of educational best practice<br>• Knowledge of the SEND code of practice and its application to mainstream teaching | Application<br>Interview<br>References |
| Character and Ethos | • Aligned with BMA's commitment to transformational education<br>• Values-driven with a strong moral purpose<br>• Motivated, enthusiastic and flexible<br>• Willing to give and receive constructive feedback<br>• Excellent interpersonal skills<br>• Reflective practitioner, with a commitment to self-improvement<br>• Ability to work under pressure<br>• Commitment to co-curricular education as well as academic programmes | | Application<br>Interview<br>References |





## Our Mission, Vision and Values

David Ross Education Trust schools create a rich and exciting learning environment that inspires students to become their confident, academic best. Our Vision is to develop a school of choice within our communities and our Mission is to give every child attending one of our schools a world-class education





David Ross Education Trust

Broadening Horizons