



APPLICATION PACK



Head Teacher Windy Arbor Primary School

Full time position
Required for September 2025
L18 - L24 - starting point subject to experience

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Together we flourish.





Welcome from the Trust CEO

Welcome to Prosper Together Multi Academy Trust. We are thrilled that you are considering joining our team, where we strive for excellence and are committed to making a difference in the lives of our children.

At Prosper Together MAT, we set high expectations for ourselves and our pupils. We believe that every child deserves a quality education and the opportunity to reach their full potential. As part of our team, you'll be encouraged to push boundaries and achieve excellence in all that you do.

Our commitment to school improvement is unwavering. We have comprehensive systems in place that ensure continuous development and support for success across all our schools. You will have the opportunity to contribute to and benefit from our Trust wide priorities driven programme, bespoke support for development planning and implementation, unique to the school, and evidence-based strategies that drive school improvement.

We understand the importance of support in achieving our goals. Our Trust team is dedicated to providing the necessary support, resources, training, and mentorship to help you thrive in your role. You'll be part of a community that values collaboration, professional growth, and the sharing of best practice.

Joining Prosper Together MAT as Head Teacher of Windy Arbor Primary School means becoming part of a strategic Executive Leadership Team that is focused on delivering impactful education and is committed to supporting the whole child, enabling them to thrive. You will work alongside passionate and dedicated professionals who are committed to our shared vision and values. Together, we will create a Trust where all pupils and staff can succeed and flourish.

We, and all at Windy Arbor, are excited about the possibility of you joining us and contributing to our mission of transforming lives through education. If you share our passion for high expectations, school improvement, and teamwork, we would love to hear from you.

Warmest Regards,

Selina Timmins

Prosper Together Multi Academy Trust



We are a five-school Multi Academy Trust in the West Midlands, educating over 2,000 pupils. All of our schools are based in North Solihull and are in the primary phase. Our Trust was formed in March 2023 with a culture and ethos that fosters the development of the whole child, champions the needs of all pupils, is community-focused, and values investment in staff development and well-being. Our aim is that all members of our community flourish and grow together.

The formation of the Multi Academy Trust has allowed us to share expertise and resources as well as identify joint projects and training opportunities. Our pupils benefit greatly from the increased ability of our staff to network and learn from each other. Whilst we work closely together as a group of schools we also celebrate our differences and each school retains their own individuality and their uniqueness.

We have a highly experienced and skilled Executive Leadership Group, consisting of the Trust Central Team and our Head Teachers. Our approach to school improvement ensures that we champion the sharing of best practice through promoting creative thinking, innovation and valuing all. Every opportunity for schools to support each other, without compromising success, is explored to further develop and grow our staff and the pupils who attend our schools.

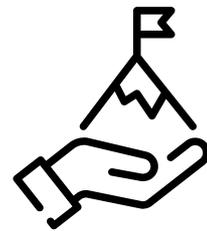
We are on an exciting journey, one where we feel challenged every day and proud that we are always looking for ways to give our pupils better opportunities and outcomes and our staff continuous professional development.

We are an ambitious Trust and we understand that growth comes as a result of showing that we are strong and making a difference. We value all schools within our Trust and all schools are equal partners as we work together, flourish together and grow together.



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TRUST VISION AND PRINCIPLES



The Prosper Together Multi Academy Trust continually strives for excellence through aiming to achieve our vision and principles at all times.

VISION

Together we flourish.

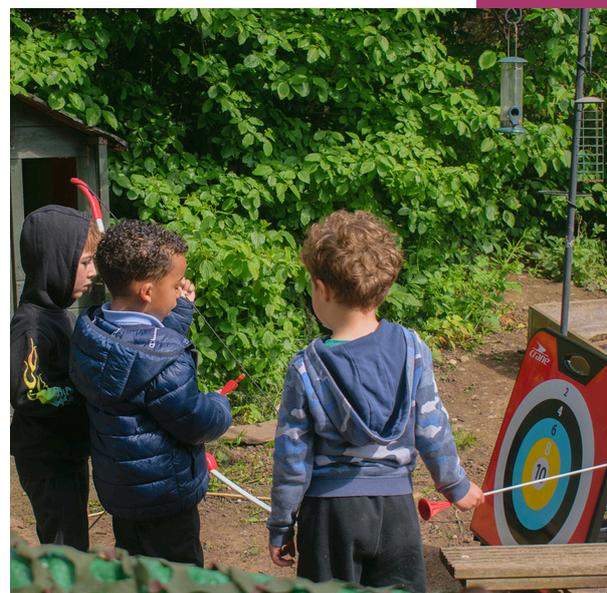
For the children, families, staff and all those that form our school communities to be empowered and enabled to be the very best they can be.



PRINCIPLES

In order to achieve our vision, the Trust has agreed a set of guiding principles. We will:

- Celebrate each school's distinctive identity whilst developing collective strength;
- Ensure continuous improvement through collaboration, empowerment, challenge and support;
- Ensure financial sustainability and demonstrate legal compliance;
- Work together in a mutually supportive culture of trust, transparency and teamwork.



BENEFITS OF WORKING FOR PROSPER TOGETHER MULTI ACADEMY TRUST



Professional Development – Access to high-quality training and development opportunities.



Collaborative Working – Opportunities to work with other trust leaders, share best practices, and contribute to trust-wide initiatives that enhance pupil outcomes.



Employee Assist Programme – 24/7 health and well-being support, including counselling, legal and information helpline, critical incident advice, and a management support line.



Pension Scheme – Access to the Teachers' Pension Scheme or Local Government Pension Scheme, subject to eligibility.



Family-Friendly Policies – Enhanced maternity and paternity leave.



Mental Health First Aiders – Trained staff available across all trust schools to provide mental health support.



Eye Care Voucher – Free eye tests and contribution towards glasses for regular DSE users.

Windy Arbor Primary School



Windy Arbor Primary School is a two-form entry primary school, serving pupils aged 3-11 years, with an Additional Resource Centre for children with Autism Spectrum Disorder. It is a vibrant and inclusive school community where every child is encouraged to reach their full potential.

Staff are committed to providing a high-quality education that nurtures both academic success and personal growth. The dedicated team work tirelessly to create a safe, supportive, and inspiring environment. They go above and beyond to provide extra-curricular opportunities and are working towards becoming a Nurture UK-certified school.

DREAM, BELIEVE, ACHIEVE.

The school is ambitious, wanting the very best for the children, a high number of which have experienced disadvantages or may have additional needs. It is on a rapid school improvement journey dedicated to ensuring that all children can thrive and develop into confident, compassionate individuals—the school's motto. 'Dream, Believe and Achieve' is evident in the high aspirations that the school fosters and in the high expectations for pupils, staff and families.

The school underwent a major refurbishment project in 2018 and now provides excellent facilities for the children and the wider community.



SAFE



MANNERS



AIM HIGH



RESPECT



TEAMWORK



JOB DESCRIPTION



As a member of the Trust's Executive Leadership Team, the Head Teacher will play an integral role in shaping the strategic direction of the Trust, ensuring that Windy Arbor Primary School continues to improve and thrive. They will work collaboratively with other trust leaders to drive school improvement, share best practices, and contribute to trust-wide initiatives that enhance outcomes for all pupils.

The Head Teacher will be responsible for providing visionary and effective leadership, creating a culture of high expectations, inclusion, and continuous development. They will be committed to delivering a broad, balanced, and ambitious curriculum, ensuring excellent teaching and learning standards, and fostering a positive and aspirational school culture where both staff and pupils can flourish.

Duties and Expectations

- Establish and nurture a culture of aspiration and achievement where all pupils and staff can flourish and thrive
- Set high expectations for teaching and learning standards across the school.
- To use self-evaluation and strategic development planning effectively to drive school improvement and aspire for excellence
- Be dedicated to inclusivity and removing barriers to learning for all our pupils.
- Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties
- Embed the Trust's shared vision, ensuring that it is understood by staff and parents/carers
- Work successfully as part of the Trust Executive Leadership Group, promoting opportunities for collaboration, sharing practice and ensuring that Trust-wide professional development opportunities are fully maximised
- Effectively manage the school budget and resources, ensuring that resources are deployed effectively
- Actively support in developing and implementing trust-wide systems, policies and procedures
- Promote staff wellbeing and workload and implement strategies to provide a healthy working environment
- Build positive and respectful relationships with parents/carers, the wider community and other stakeholders
- Ensure safeguarding, health and safety and wellbeing are given the highest priority and risks are mitigated
- Work closely with and be a member of the school's Local Advisory Board, ensuring governors are well-informed and effectively meet their delegated responsibilities
- Keep up to date with developments in education, sustaining a good working knowledge of effective school improvement processes.

Leading Teaching & Learning

- Ensure all pupils access a broad, balanced, and ambitious curriculum, that meets the needs of every learner
- Strategically adapt or develop the curriculum to be ambitious and inclusive for pupils with SEND and those facing disadvantage
- Establish and sustain high-quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how pupils learn
- Ensure teaching is underpinned by high levels of subject expertise and approaches, utilising effective professional development, coaching and performance management to support this
- Implement robust systems for assessing pupils' understanding, identifying misconceptions, and providing clear, actionable feedback that promotes progress
- Drive progress and attainment to meet or exceed national benchmarks. Where this is not yet achieved, ensure robust strategies are put in place to demonstrate rapid and sustained improvement.
- Lead a culture of professional excellence where teaching is designed to help pupils retain knowledge long term, integrating it into larger concepts
- Model high expectations for pupils' behaviour and conduct and ensure these expectations are applied consistently and fairly by all staff
- Further develop and embed the whole-school attendance strategy that prioritises the importance of regular attendance for academic success and well-being

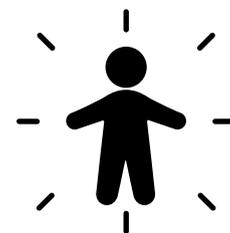
The above description is not exhaustive and the role includes all duties outlined within the School Teacher Pay and Conditions Document, the Head Teacher Standards, the Nolan Principles, and any duties as commensurate with the nature of the post.



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PERSON SPECIFICATION



The new headteacher at Windy Arbor Primary School will be an experienced, dynamic and collaborative school leader, who will drive robust school improvement and will ensure all of our children thrive.

They will demonstrate exceptional interpersonal and communication skills, as well as sound judgment and resilience.

They will be aligned with the Trust's vision, principles and core purpose and passionate about improving the life chances of children and young people through education and experiences.

CANDIDATES WILL BRING THE FOLLOWING EXPERIENCE...

- Successful senior leadership and management experience
- Leadership of whole school improvement, including self-evaluation and strategic planning
- Demonstrable experience of successful management of staff and staff development
- Up to date knowledge of Keeping Children Safe in Education and ability to develop a whole school culture around safeguarding
- Understanding of evidence-informed curriculum design that meets the needs of all learners
- Knowledge of effective governance and a willingness to engage constructively in accountability processes
- Knowledge of effective strategies that successfully manage behaviour and promote positive learning behaviours
- Knowledge of how to work effectively in partnership with parents, carers and professionals to meet the needs of all pupils including those with SEND
- Knowledge of statutory duties and regulatory frameworks and a determination to ensure that this knowledge is kept up to date
- Ability to communicate a vision and inspire others
- Ability to plan strategically and evaluate accurately
- Highly effective communication and interpersonal skills
- Understanding of high-quality teaching and assessment based on evidence, and the ability to model this for others and support others to improve
- Data analysis skills, and the ability to use data to set targets and identify areas for development
- Understanding of school finances and financial management

PERSONAL ATTRIBUTES

- A commitment to achieving ambitious outcomes for all pupils and promoting the ethos and values of the school
- Ability to ensure positive working relationships
- Commitment to inclusion
- Ability to work under pressure and prioritise effectively
- Commitment to maintaining confidentiality at all times
- Commitment to safeguarding
- Commitment to promoting equality
- Commitment to working in partnership with parents, carers, the community, the Academy Trust, the local authority and others

PROFESSIONAL QUALIFICATIONS

- Qualified teacher status
- Continuing Professional Development (e.g., National Professional Qualification for Headship (NPQH))
- Up to date safeguarding training

DESIRABLE ATTRIBUTES AND EXPERIENCE

- Relevant postgraduate qualification
- Experience of leading a school on a rapid improvement journey
- Extensive experience in leading and developing teams, fostering morale, ensuring accountability, and promoting a unifying ethos
- Working knowledge of governance, statutory and regulatory requirements relating to Academy Trusts
- Understanding of school finances and financial management



THE ROLE AND HOW TO APPLY



Following the successful career progression of two of our Head Teachers, we are now looking to appoint **two** dynamic, confident, and collaborative school leaders. These leaders will continue the improvement journeys of **Windy Arbor Primary School** and **Kingshurst Primary School** while contributing to the strategic development of both their schools and the Trust.

We are seeking highly skilled and passionate leaders who can build on each school's achievements and drive further progress. Candidates should have strong leadership experience, a proven track record in school improvement, and a commitment to innovation, strategic development, and improving outcomes for all children, particularly those facing disadvantage or with additional educational needs.

While each school and its community is unique, we want leaders who share our vision, commitment and drive to enhance outcomes across our Trust. **If you wish to be considered for both vacancies, please indicate this in your application.** You will only need to submit one application form and complete one interview and assessment process.



Fully completed application documents should be e-mailed to Sue Hewlett at office@ptmat.org (Trust Business Manager)



Please ensure all application forms are signed

IMPORTANT DATES

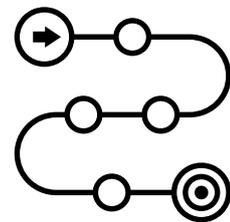
- Closing date: Thursday 3rd April at 12 pm (midday)
- Candidates selected for interview will be notified by Friday, 4th April
- Interviews will take place week commencing 7th April



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APPLICATION AND SELECTION PROCESS



WE WILL:



Provide you with clear, accurate and timely information.



Give you the opportunity to ask questions.



Respond to enquiries promptly.



Adopt a fair and consistent assessment process.



Make sure all offers are fair and equitable.

IN RETURN, WE ASK THAT YOU:



Be honest and upfront about your experience, goals and aspirations.



Provide open and accurate information when submitting your application.



Prepare yourself for the interview and research who we are and how we work.

SAFER RECRUITMENT AND EQUAL OPPORTUNITIES



Prosper Together MAT is committed to safeguarding and promoting the welfare and safety of all children; we expect all our staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act (ROA) 1974. All shortlisted candidates will be asked to disclose any relevant cautions or convictions prior to interview. The amendments to the ROA Exceptions Order 1975 (2013 & 2020) provide that certain convictions and cautions are 'protected' and therefore not subject to disclosure to employers. Guidance and criteria on the filtering of these cautions and convictions can be found on the Ministry of Justice website. Please also note that an online search will be conducted for all shortlisted candidates prior to interview.

Candidates are asked to view the school's safeguarding policy, which is available [here](#).

Right to work in the UK

The Immigration, Asylum and Nationality Act 2006, makes employers responsible for evidencing that all employees have proven their right to work in the United Kingdom. To evidence your right to work in the UK, you will need to provide appropriate documentation prior to recruitment using a right to work checklist.

Fitness for Work (Medical Clearance) and DBS Checks

All posts are subject to medical clearance and an enhanced DBS check.

References

Full details on the references which will be required can be found within the Prosper Together Multi Academy Trust application form.

EQUAL OPPORTUNITIES

The Trust is committed to creating and promoting a diverse and inclusive workforce. All appointments will be made on merit, following a fair and transparent process. Applications are welcome from all suitably qualified candidates regardless of age, disability, ethnic or national origin, gender identity, marital status, political opinion, religion or belief, sex, sexual orientation or trade union membership.

Criminal convictions, cautions and bind-overs will be taken into account for recruitment purposes, only when relevant.





CONTACT US

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www.prospertogethermat.org

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