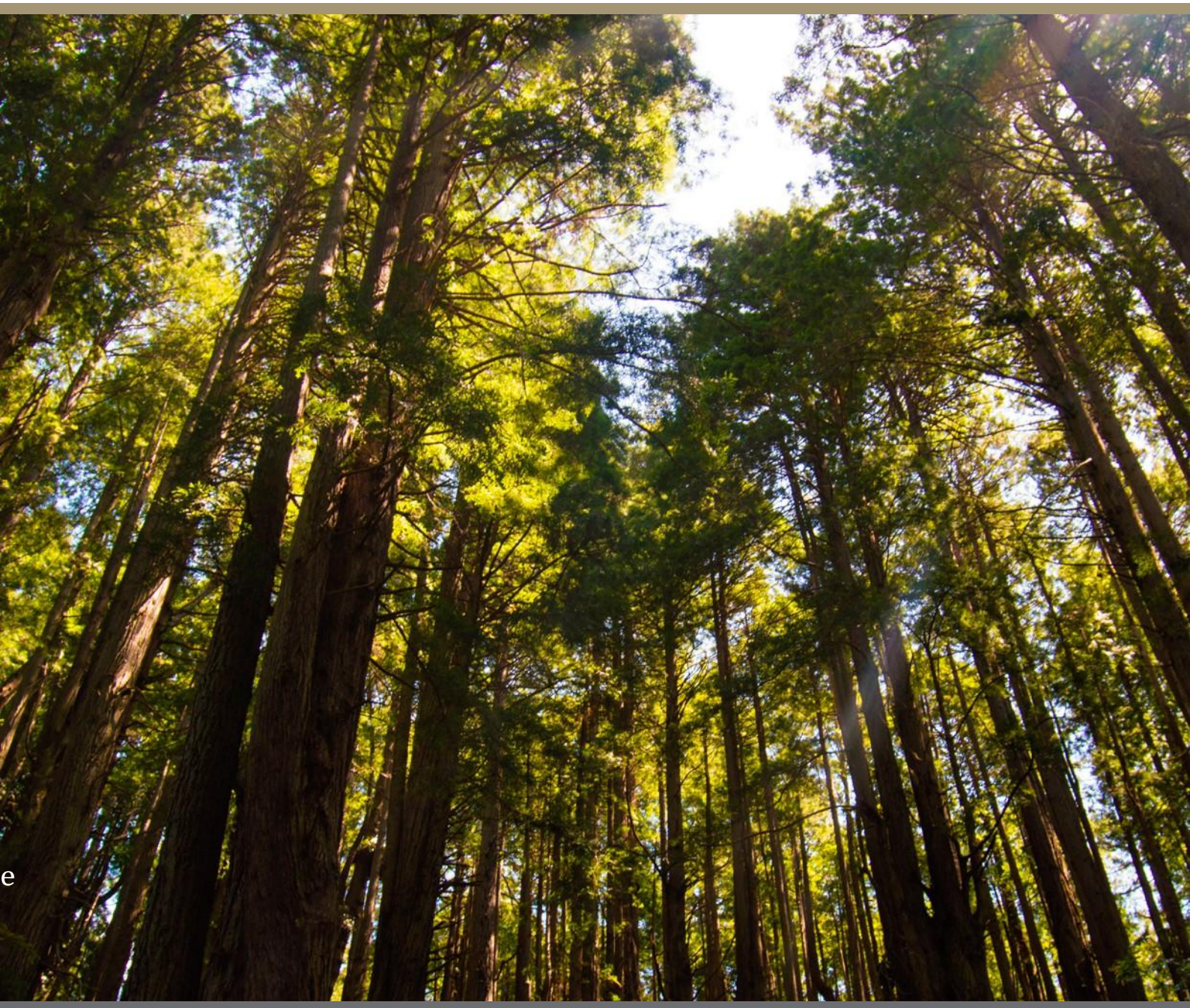
academies for character and excellence

Recruitment Pack

Headteacher | Castle Cary Primary School



Welcome from Nick Hind, CEO

The Academies for Character and Excellence

Dear Applicant,

Thank you for your interest in the vacancy for Headteacher at Castle Cary Primary School.

At ACE, we are looking for exceptional leaders who want to make a genuine difference, not only to the lives and outcomes of our pupils, but to the experience of every member of staff and the communities our schools serve. Leading within our Trust means sharing our mission and values and, importantly, having the vision and determination to turn those values into a lived culture.

Our leaders are ambitious for every child. They are focused on achievement, passionate about personalised learning and committed to creating the conditions in which every pupil and every member of staff can thrive. We are looking for someone who embraces change, challenges themselves and others to think differently, and has the energy, courage and drive to turn ambition into meaningful action.

As Headteacher, you will have the opportunity not only to help lead your school with purpose and impact, but also to contribute significantly to the next exciting chapter in the development of ACE.

We are proud of the success of our Trust, but we never take that success for granted. We recognise that our people are our greatest resource, and we invest in them accordingly. We are committed to creating an environment in which colleagues feel valued, supported and inspired to grow. Through high-quality, research-informed professional development, we want every member of our team to continue learning, developing and making a difference.

This is an exciting time to join ACE. As the Trust continues to grow and develop, you will work alongside like-minded colleagues who share a commitment to innovation, professional learning and creating the knowledge and thinking that will enable our pupils to continue to thrive and flourish.

Our ambition is simple: we are uncompromising in our desire to build an exceptional Trust. We want to be a Trust where great leadership, great teaching and a culture of continuous improvement translate into outstanding experiences and outcomes for every learner. It is a privilege to lead ACE, where learners are at the heart of all that we do.

I hope this introduction and the accompanying information pack give you a sense of our culture, our ethos and our direction of travel. If you share our ambition, values and belief in the transformative power of education, I would be delighted to receive your application and hear about the contribution you could make to our Trust.

We look forward to hearing from you.

Nick Hind, CEO

Recruitment Pack | About Us

academies for character and excellence

We work together in collaborative partnerships to achieve excellence through cultivating character, sharing talents and pursuing innovation.

Our Schools

Click here to visit the ACE website where you can access the websites of individual schools

Our Mission

Achieving excellence through cultivating character, sharing talents and pursuing innovation

Core to our offer is a better life experience for everyone in the Trust – staff, children, families and community. Pursuit of excellence remains central to the ethos and culture of all schools within the Trust. We see it as our obligation to be a self-improving organisation.

Our Values

- Community
- Collaboration
- Equity
- Uncompromising Excellence
- Integrity

Simply, our vision is to be an Exceptional Trust

Recruitment Pack | About Us

Who are we?

The Academies for Character and Excellence is a charitable Trust with a mission of Achieving Excellence through Cultivating Character, Sharing Talents and Pursuing Innovation. Our Trust is an exciting and diverse mix of Church of England and Community Schools within Torbay, Devon and Somerset. We are growing a family of schools that prioritises working together in collaborative partnerships which are mutually supportive and share great practice. We truly value the distinctive character of our schools and believe they should be rooted in the communities which they serve.

Our commitment to Character Education is at the heart of our work across the Trust. We are uncompromising in our belief that every child fulfils their academic potential whilst also flourishing in and at life. Relationships are central to the way we work together and we are proud to work with colleagues who are passionate about making a positive difference to our children and families.

Our ACE Culture

Our ACE culture is defined by four guiding principles:

- Our values are valued
- Our staff are our most important resource
- Everything we do is ultimately about the children
- Simply what we want is to be the best we can be

Our Commitment to You

Community

ACE is a community of learners dedicated to achieving our common mission. You are our most valued asset.

We will give you dedicated time to have your own talents developed through working with a wider team of professionals and experts.

Collaboration

ACE works in collaborative partnerships to achieve the extraordinary.
You are a vital part of our amazing team.

We will provide a strong supportive network of teams to help you progress and inspire you to go beyond whatever you could do on your own.

Equity

ACE recognises that each individual has the right to be appreciated for the added value they bring to the Trust.

We will give you the right opportunities to grow and flourish in all aspects of your wellbeing, no matter what role you have in the organisation.

Uncompromising Excellence

ACE is about excellence in all that we do. We can't do it for you but we can help you do it for yourself.

You will have access to membership of Trust-wide groups who ask the same question: *What if…?* Research and development is part of our core offer to you.

Integrity

We do what we say we will do. If the gloves don't fit then we don't wear them. Our mission and values are both the light that guides us and the standards against which we measure our successes.

We will make a commitment that as a valued member of staff we will not stand in front of or behind you; instead, we will stand side by side looking ahead at what opportunities are yet to come.

Your Contribution to the Trust

Community

ACE is about being part of a community of learners dedicated to providing the very best for everybody.

You use your own skills, knowledge and experience to help others thrive. Your willingness to go the extra mile for others is obvious and apparent in all you do.

Collaboration

ACE is a collaborative Trust where sharing talents results in innovation and improvement which ensures we can all be great together.

You will share your time, enthusiasm, knowledge and resources with others. You recognise that your achievements are always reliant on others, and you will celebrate successes together.

Equity

ACE is about equality, equity and inclusivity for all. Your importance to the Trust is never underestimated.

You know that equity is understanding and valuing each other as individuals, no matter what the differences are. You demonstrate this through treating everyone with dignity, respect and care.

Uncompromising Excellence

ACE is about excellence, but for us, this is a habit not a destination.

You have high standards, expectations and a drive to be the best you can be. Today's outcomes will be brilliant but tomorrow's even better.

Integrity

ACE is about an unrelenting desire to work towards achieving our mission. We don't do something if it's not the right thing to do. We are the advocates for our children and we never forget that.

You do the right things and you do them right. Your decisions and actions are aligned to our vision and values and that's what guides you.

How will we Develop your Talent?

We believe that everyone has a right to have their own talents recognised and developed. It is far more than just an organisational offer as it aligns us with our values of equity and uncompromising excellence.

Our Talent Management identification programme allows us to recognise talent from an early stage. We understand that not everyone wants to follow traditional hierarchical routes for promotion, and, as a result, we offer a wide variety of professional development opportunities that allow individuals to progress in areas to which their talents and passions are best suited.

We do this in a number of ways including:

- Provision of a bespoke coaching programme
- A Talent Management central team
- Clear routes of progression across the Trust
- Collaborative working opportunities
- Network of Teams
- In-house Leadership training and development
- Opportunities to impact across the Trust
- Individual personal learning plans

Recruitment Pack | **Headteacher**



Job Title:	Headteacher – Castle Cary Primary School
Reporting to:	Excellence Director
Salary Grade:	L8 – L15
Actual Salary:	£63,688 – £75,664
Closing Date:	Wednesday 25th November 2026
Start:	April 2027 or earlier if possible
Interview date:	1st December 2026

Job Description | **Headteacher**

Primary School	**Castle Cary Primary School**
Banding	**L8– L15**
Starting Scale	**Dependent on experience**

A headteacher's job description adheres to the conditions laid down in the School Teachers' Pay and Conditions Document (STPCD) and for Church schools the Diocesan guidelines. In addition to this, headteachers undertake to develop children and staff using their understanding and knowledge of their professional qualifications, skills, qualities and where appropriate their faith.

All members of the team employed by The Academies for Character and Excellence support and promote the Trust's mission and vision and promote character education, which is a values-led approach. Our Trust values and ethos enable us to fulfil our mission of transformation through making a positive difference to ourselves, others and the world around us.

Job Purpose

To secure outstanding outcomes for all pupils in the Multi-Academy Trust through leadership of a single school and shared strategic leadership of the Trust

Key Responsibilities

To be accountable to the Excellence Director for:

- The learning, teaching, progress and outcomes for the pupils of the school
- The effective day-to-day management of the school including budget management and health and safety
- The effective implementation of agreed Multi-Academy Trust mission, vision, principles and policies
- Promoting and embedding the mission, vision and principles of the Multi-Academy Trust within the school

Job Description | **Headteacher**

Strategy and Improvement

Anticipate and analyse changes in the external strategic environment e.g. political, social, technological, economic and environmental and apply findings to your own school improvement plans

Develop an evidence-based organisational strategy, deploying critical thinking and statistical analysis, in collaboration with the local governing board

Lead a successful whole-school change programme, based on research into and examples of the effective leadership of change

Teaching and Curriculum Excellence

Lead and grow excellent teaching in the school:

a. By researching the leadership of excellent teaching, nationally and internationally, including the national standards of excellence for Headteachers

b. By capitalising on the benefits of involvement in initial teacher training in terms of teaching quality (for example, through extended mentoring opportunities)

c. By developing the benefits and characteristics of blending how children learn, the development of character and a knowledge-rich curriculum

d. By researching world-class curricula to evolve further the Trust's commitment to character education

e. By developing a range of tools and techniques to improve teaching (for example coaching and mentoring, facilitating and deploying champion teachers across the MAT, identifying and sharing best practice through the MAT's teaching and learning toolkit)

Ensure that pupils of all backgrounds, abilities and particular needs in the Trust achieve high standards, including children in receipt of Pupil Premium, SEND, EAL and the most able pupils:

a. To draw on research of whole-school improvement strategies in relation to progress, attainment and behaviour, drawn from a range of schools, including interventions targeted at disadvantaged pupils or those with particular needs e.g. EEF's toolkit on teaching and learning

b. To know the implications of the Equality Act 2010 for all pupils

c. To ensure that the school meets its requirements to publish a SEND information report

d. To know the best practice in planning, commissioning and monitoring alternative provision for vulnerable children, including in-school alternative provision e.g. nurture units where required

Systematically review the cumulative impact of initiatives on teacher workload and make proportionate and pragmatic demands on staff in line with the Trust policy

Leading with Impact

Distribute responsibility and accountability throughout the school to improve performance

Be an inspiring leader by adapting leadership style to lead effectively in different situations e.g. in response to different stakeholders, time pressures or priorities

Communicate and negotiate with different people effectively to make progress on objectives:

a. Develop techniques to gather and analyse perspectives, priorities and motivations of stakeholders

b. Conduct research into negotiation and persuasion techniques/strategies

Working in Partnership

Use different models of partnership working to improve educational provision

Lead an effective partnership which brings benefits to the school and wider education system for example developing a strong relationship with the leaders across the Trust

Increasing Capability

Hold all staff to account for performance using performance management. Know statutory requirements, flexibilities and supporting guidance on setting teachers' pay and conditions e.g. making pay recommendations to pay committee

Create and sustain an environment where all staff are encouraged to develop their own knowledge and skills, and support each other

Contribute to high-quality professional development within and outside of the school, beyond formal professional development programmes

Anticipate potential emerging issues or gaps in the school and design strategies to fill them e.g. staff leaving, educational resources

Person Specification | **Headteacher**

	ESSENTIAL	DESIRABLE
QUALIFICATIONS **Evidenced in:** Application form	• Degree • Qualified Teacher Status	NPQH or equivalent
EXPERIENCE **Evidenced in:** • Letter of application • Interview/assessment • Lesson observation • Reference	• Proven successful leadership within a primary setting with evidence of impact • Demonstrable experience of successful line management and staff development • Involvement in school self-evaluation and improvement planning	• Experience of working within an Academy Trust • Experience of working in a school with a wide range of ability
PROFESSIONAL KNOWLEDGE, UNDERSTANDING AND SKILLS **Evidenced in:** • Letter of application • Interview/assessment • Reference • Lesson observation	• Understanding of highly effective pedagogy, based on evidence, and having the ability to model this for others and support others to improve • Excellent behaviour management strategies to support a range of needs • Aspirational for the achievement of disadvantaged pupils based on evidence • Achieving and sustaining standards of excellence throughout the setting • Excellent organisational skills • Knowledge and understanding of the principles behind Safeguarding, Equal Opportunities and Inclusion policies • Effective analysis of data and the ability to use this to set targets and identify weaknesses	• Understanding of school financial management and funding sources
CURRICULUM **Evidenced in:** • Letter of application • Lesson observation • Reference	• Seek innovative approaches to curriculum and pedagogy and be able to inspire others to do so • Be prepared to lead on the ACE curriculum in school and work with others across the Trust to develop it further • Know and understand the relevant statutory and non-statutory frameworks including those provided through the National Curriculum	
PROFESSIONAL VALUES **Evidenced in:** • Letter of application • Interview/assessment • Reference • Lesson observation	• A commitment to the mission, vision and ethos of the school and Trust • Develop positive relationships with colleagues, headteacher and other leaders in the Trust • Work collaboratively with others across the Trust contributing to the development of all schools • Be open to and actively seek support and professional development • Model the highest expectations of self and others • Take responsibility for improving teaching and learning throughout the school • Commitment to the personal welfare and safeguarding of both children and staff	
PERSONAL QUALITIES **Evidenced in:** • Letter of application • Interview • Reference • Lesson observation	• Personal values which align with Trust values • Ability to work collaboratively within a team both at school and Trust level • Reflective and evaluative approach to your personal performance • Display warmth, care and sensitivity when interacting with children, colleagues and parents • Ability to prioritise and manage time well • Excellent interpersonal/communication skills • Openness, sense of humour, energy, enthusiasm and an ability to inspire confidence in others • Ability to build positive, respectful relationships with parents, pupils, staff, governors, directors and the wider community	

Next Steps | Headteacher

Employment Vetting Checks

It is a condition of employment at The Academies for Character and Excellence that every applicant who accepts the offer of a job will be subject to legally required safer recruitment checks. This will include criminal background checks, documentary evidence to confirm their identity and right to work in the UK and checks to ensure they are not prohibited from working in such a position within a school environment. The checks will be carried out at the Trust's expense.

References will be taken up, including those from previous employers.

Safeguarding Children

It is the post-holder's responsibility to promote and safeguard the welfare of children and young persons for whom they are responsible or with whom they come into contact. The post-holder will adhere to and ensure compliance with the Safeguarding Policy Statement at all times. If, in the course of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the school they must report any concerns to the Safeguarding and Inclusion Lead, the Headteacher and/or DSL/DDSL.

If you decide to apply please complete our application form and return it to **recruitment@acexcellence.co.uk** by 9am on Wednesday 25th November.

We are looking to hold interviews on Tuesday 1st December.