



Information pack

Appointment of Headteacher
for Cheddar Grove Primary School

March 2026

Welcome and introduction

Thank you very much for your interest in the post of Headteacher of Cheddar Grove Primary School. The current Headteacher, Paul Jeffery, is leaving his post after many highly successful years leading the school. We are seeking an experienced and inspirational school leader to take up the leadership of this 'Good' school.

Cheddar Grove is a wonderful place to work; it has an extremely strong staff team, a skilled and committed governing body and enjoys very good support from parents and carers. The school joined Futura Learning Partnership in February 2019 and has brought a wealth of high quality practice to our partnership of schools. It sits within the Futura South Bristol hub comprised of four primary schools and one secondary school but benefits from close links with all the schools across the Trust.

Our Trust was started in 2014 and since then has grown to include 26 schools (six secondary schools and twenty primary schools), covering five local authority areas and ranging in location from Bath to Bridgwater.

As a Trust, we believe passionately in the power of collaboration and are always seeking ways to add value through working collaboratively; providing opportunities for pupils and staff over and above that which an individual school can provide. This mantra applies also to our school leaders who are fully involved in central decision making and given every encouragement to exercise collective responsibility and broaden their skills and experiences through undertaking cross-Trust work.

We hope the information provided in the application pack and on our websites offers you valuable insight into our schools and Trust. If you would like to have a conversation with me, or arrange a visit to the school, please feel free to get in touch. Please contact the Talent Acquisition Team email: recruitment@futuralearning.co.uk.



'... we believe passionately in the power of collaboration and are always seeking ways to add value through working collaboratively ...'



Please follow the application process laid out in this pack. You should use the supporting statement section in the application form to outline:

- Your educational and leadership philosophy
- How your skills and experiences have equipped you for this post. Please note this section is limited to 10,000 characters.

The deadline for receipt of applications is: **22nd April 2026 at 11.59pm.**

I hope you will be encouraged to apply and look forward to receiving your application.

Yours faithfully,

Gary Schlick

Chief Executive Officer

Further information

- [Ofsted report](#)

Our mission

Building the brightest future for all, enabling every individual to flourish

Our values



Respect



Opportunity



Collaboration



Aspiration

Our ethos

- Seamless approach to education 2-19
- Each school retains its own distinctive identity, reflective of its community
- Alignment and standardisation of systems, processes and practice that impacts on school improvement
- Opportunities and approaches that drive collaboration and share best practice
- Organisational growth, acting as a strong system leader and helping to raise standards in the South West

About us

Our Trust began in 2014 we have since expanded rapidly and now comprise nearly 12,000 children and young people and 1,500 staff in 26 schools in the West of England region.

We are a mixed Multi Academy Trust with both primary and secondary schools, spanning five local authority areas from Bath to Bridgwater. We work in partnership with the Diocese of Bath and Wells, which brings considerable benefit to all our schools.

Our mission is 'Building the brightest future for all, enabling every individual to flourish'. Our aim is to ensure that each child and young person in a Futura Learning Partnership school receives the very best teaching, alongside an impressive range of opportunities, which broaden their horizons and instil in them a respect for learning, giving them the tools to realise their hopes and aspirations for the future.

We want to develop a seamless approach to education 2-19 so that children and young people receive an education that builds progressively on the previous phase of their learning, giving them the chance to experience success and have fun within a safe and nurturing environment.

Each of our schools retains its own distinctive identity but we share a commitment to developing common practices and approaches that drive collaboration and offer the best opportunities for our pupils, our staff and the local communities we serve.

We provide central services, enabling schools to focus on teaching and learning. These services include school improvement, finance, people, procurement, IT, catering, and communications. Our trading company,

Futura Commercial Services, operates, the B&NES School Sports Partnership, our three sports centres (Clevedon Sports Centre, Wellsway School and SBL Academy) and organises lettings and trading activities.

Strong governance sits at the heart of our Trust and our Board of Trustees meets regularly to oversee and guide our work. It operates through the following committees: Audit and Risk, Education and Standards, People, Finance and Estates.

Each school has a Local Governance Committee, ensuring that it is firmly rooted in its community and that the interests of all stakeholders, including parents and staff, are represented in our governance framework.



‘Our aim is to ensure that each child and young person in a Futura Learning Partnership school receives the very best teaching’

Life in Somerset and the West of England

Somerset and the West of England are great places to live and work. The region truly does have something for everyone, from the edgy cosmopolitan vibe of central Bristol to the quiet of the Levels; from the kitsch charms of the pier and seafront at Weston-super-Mare to the immersive Roman heritage of Bath.

The towns, villages and communities in which Futura's schools are situated each have their own charm – take time to explore them and the varied surrounding countryside.

There's a lot more to the area than cider and Cheddar cheese

(although both of those are well worth sampling!). The West is prime farming country, so a wide variety of quality food and drink can be found.

Top-class sport is another plus about living here. You can watch Premiership rugby, EFL football, county cricket and a wide range of other sports and participate in anything from surfing to carpet bowls.

If music's your thing, where better to be than at the home of the Glastonbury Festival? Somerset's unique illuminated carnivals are another regional feature that's known worldwide.

You won't go short of culture in the West – Bristol is England's first UNESCO Learning City while Bath is a World Heritage site. Both cities host a range of festivals and events throughout the year.

If you want to know more about your local area, ask a colleague. Our friendly staff will be only too pleased to share tips on their favourite places to go and people to see. One thing's for sure – you won't want to leave!



Our schools

Futura is made up of primary and secondary schools in the South West of England. We have a fantastic team of staff across our schools, who are all willing to share their skills and expertise to benefit children, families and the wider community.

Primary



[All Saints CofE Primary School](#)



[Bridge Farm Primary School](#)



[Chandag Primary School](#)



[Cheddar Grove Primary School](#)



[Chestnut Park Primary School](#)



[Four Acres Academy](#)



[Mary Elton Primary School](#)



[Northgate Primary School](#)



[Puriton Primary School](#)



[Salford CofE Primary School](#)



[St John's CofE Primary School](#)



[St Nicholas' Chantry CofE Primary School](#)



[The Meadows Primary School](#)



[Tickenham CofE Primary School](#)



[Two Rivers CofE Primary School](#)



[Wansdyke Primary School](#)



[Westover Green Community School and Autism Centre](#)



[Willowdown Primary School](#)



[Woolavington Village Primary School](#)



[Yeo Moor Primary School](#)

Secondary



[Bedminster Down School](#)



[Chilton Trinity School](#)



[Clevedon School](#)



[IKB Academy](#)



[SBL Academy](#)



[Wellsway School](#)

Wellbeing

We are dedicated to providing comprehensive staff support. If there is anything we can help you with, you only have to ask. Many of these benefits can be accessed via our staff intranet.

Employee Assistance

All staff members benefit from our Employee Assistance Programme (EAP) provided by Health Assured. It offers support to staff on a range of issues and includes a 24-hour helpline and counselling. Staff can also directly access up to six face-to-face counselling sessions.

Health care cashback

Our healthcare cashback plan provides peace of mind that everyday healthcare costs are covered with up to 100% of your money back.

Annual staff survey

Our annual staff survey provides every staff member with the opportunity to share their feedback. The results help us shape a work environment that enables staff to develop and thrive.

Flexible working

We have a range of family-friendly and flexible working benefits, such as:

- Employee-centred and family-friendly policies and practices that support you in and beyond the workplace
- We offer flexible working wherever possible to support our employees' work-life balance
- Enhanced sick pay, maternity leave, paternity leave and parental
- Competitive holiday entitlement for support staff.



Financial benefits

We offer many benefits that enhance all aspects of our staff's wellbeing, including financial wellbeing.

Pension

Our teachers' pension scheme and the Local Government Pension Scheme for non-teaching staff are two of the UK's most secure and generous schemes. We also offer the NEST pension scheme for some employees.

Retail discounts

We offer discounts and cashback plans for many of the UK's major retailers, including fashion, electronics, dining and travel.

Cycle to work scheme

Our cycle to work scheme provides savings on a new bike or accessories and allows interest-free payments to be spread over 12 months. It covers purchases up to £3,000.

Sports centre membership

Staff members enjoy discounted rates at our sports centres.

Application process

All our vacancies are advertised on the [iTrent Jobsite](#). If you are not already registered, you will need to create an account to apply for a role with us on iTrent. This will also enable you to set up job alerts for future vacancies that interest you.

Equality, diversity, and inclusion

We are committed to equality, diversity, and inclusion, as well as creating an environment where staff can thrive.

Futura Learning Partnership values the diversity of its workforce and welcomes applications from all sectors of the community.

Please see our [equality and diversity policy](#) for further information on our commitment.

Safeguarding

Futura Learning Partnership is committed to safeguarding and promoting children's and young people's welfare and expects all staff and volunteers to share this commitment. Your suitability to work with children and young people will form part of the selection process.

Contact us

Should you have any queries about the application process, please read our [FAQ document](#) or email: recruitment@futuralearning.co.uk or tel: 0117 986 4751.



Person specification

This post is not suitable for newly qualified teachers (NQTs)

Post title: Headteacher

Grade range: LS18 - 24

Responsible to: Education Director

Starting date: September 2026

Responsible for: the leadership of Cheddar Grove Primary School, ensuring high quality teaching and learning and the effective operation of the school.

Key liaisons:

- Futura Learning Partnership school staff and leadership teams
- Parents and students
- External agencies
- Visitors
- Governors.

Hours of work: The post is permanent, effective from 1 September 2026

Purpose of role:

- To provide inspirational, dynamic and effective leadership of the school by seeking to achieve the highest standards of staff performance, pupil achievement, pupil conduct; establishing an outstanding quality of teaching and learning and ensuring the effective daily operation of the school
- To work in close partnership with the community the school serves, ensuring the school is reflective of, and responsive to, its community
- To work as a senior leader within Futura Learning Partnership and to contribute to its success as a member of the Executive Leadership Team.

Main responsibilities

Strategic leadership

- To shape a vision and implement a plan for the school, in line with the school ethos and Futura Learning Partnership's strategic plan, setting out very high expectations with a clear focus on pupil achievement
- To lead the school effectively, within the agreed aims and objectives for the school, and formulating the school improvement plan

- To provide the leadership that will secure strong progress and outcomes for pupils, aged 4-11
- To provide strong and effective leadership that inspires staff at all levels to give of their best
- To establish and maintain a strong school ethos that encourages ambition and aspiration and celebrates success.

Leading teaching and learning

- To ensure that the school provides a provision that is fully inclusive and personalised to meet the needs of individuals
- To monitor and evaluate the quality of teaching and pupil achievement
- To set accurate and aspirational targets for the school and to oversee target setting for staff and pupils
- To encourage the use of innovative problem-solving ideas and know how to monitor, evaluate, adapt etc
- Ensure high standards of behaviour and attendance
- Ensure that staff at all levels have the skills to carry out their roles and hold them effectively to account for achieving high standards.

Organisational management

- To work with the Futura Learning Partnership's finance officers to provide effective and efficient management of the school budget
- Manage the school environment efficiently ensuring that it meets the needs of the curriculum and complies with health and safety legislation
- Establish and maintain a strong safeguarding culture in the school and ensure the school is compliant with the legal requirements regarding safeguarding
- Maintain a risk and asset management register and have in place business continuity plans
- To direct the work of the leadership team to ensure the smooth and effective daily operation of the school, the conduct of its pupils and the performance of the school staff
- Ensure that staff have the resources with which to do their job.

Leadership of staff

- To work actively in developing the views and support of the staff to ensure that all work together in a common direction towards the aims of the school
- To build effective and harmonious relationships with staff, including offering guidance and support to colleagues
- To implement Futura Learning Partnership's appraisal policy to secure improvement, to provide targeted individual professional development and to hold staff to account
- To inspire, motivate and develop staff, taking a leading role in maintaining the highest standards of teaching and learning.

Community and partnership

- To work alongside other academies in the Futura Learning Partnership to ensure the vision of the Trust is successfully met
- To secure the commitment of parents/carers and the wider community to the vision and direction of the school
- To ensure that the school acts as a resource for the other schools in the Trust
- To promote multi-agency working in support of young people's emotional and academic well-being and progress
- To promote partnership working, in particular with local schools and other educational institutions.

Accountability

- To support the development of a whole school approach to monitoring and evaluating in line with the Ofsted model of self-evaluation
- To prepare the school and staff for Ofsted and other inspections
- To work effectively, and proactively with Futura Learning Partnership's School Improvement Team, the school's Local Governance Committee (LGC), its Chair, and the Trust's Board of Directors, and its committees
- To guide the work of the school's LGC in conjunction with the Chair.

General

- To develop, implement, monitor and evaluate school and Trust policies and practices and actively promote the aims of the school and Trust

- Undertake any appropriate training to assist them in carrying out any of the above duties
- To ensure compliance with legislation in relation to curriculum and safeguarding
- To safeguard and promote the welfare of children in accordance with any agreed policies and/or guidelines, reporting any issues or concerns to the appropriate central Trust staff
- Carry out the duties and responsibilities of the post with due regard to the Trust's equal opportunities policies
- Promote, monitor and maintain health, safety and security in the work place. To include ensuring that the requirements of the health and safety at work act, Coshh, and all other mandatory regulations are adhered to.

Data protection and safeguarding

- Work within the requirements of data protection at all times
- Understand your responsibilities in relation to safeguarding and child protection and how to highlight an issue / concerns
- Remain vigilant to ensure all students are protected from potential harm
- An Enhanced Disclosure with the Disclosure and Barring Service (DBS) will be undertaken before an appointment can be confirmed. The successful candidate will be required to disclose all convictions and cautions, including those that are spent; the exception being certain, minor cautions and convictions which are 'protected' for the purposes of the 'Exceptions' order. For more information please see the [DBS filtering guidance](#).

This job description only contains the main accountabilities relating to the posts and does not describe in detail all of the duties required to carry them out. The post holder may be required to undertake other duties and responsibilities that are commensurate with the nature and level of the post.

Futura Learning Partnership is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. For this post prior to appointment, Futura Learning Partnership will apply for an enhanced disclosure certificate from the Disclosure and Barring Service.

Person specification

This post is not suitable for newly qualified teachers (NQTs)

Criteria	Essential (E) or desirable (D)
Education	
Qualified teacher status	E
Successful completion of induction year	E
Further professional qualification or commitment to undertake this eg NPQH	D
Experience	
Knowledge of recent developments in learning and teaching	E
Experience of teaching children in EYFS, KS1 and KS2	E
A good understanding of effective ways to facilitate learning	E
A good understanding of the EYFS curriculum	E
Familiar with the national curriculum framework for KS1 and KS2.	E
Minimum of two years recent experience as Deputy Headteacher, Assistant Head or Headteacher	E
Recent experience as DSL or Deputy DSL	E
Experience of managing the whole school budget	D
Knowledge and understanding	
Good knowledge of EYFS and national curriculum	E
Good understanding of assessment for learning practice	E
Knowledge and understanding of adaptive teaching	E
Skills	
Demonstrate excellent classroom management and teaching skills	E
Ability to establish good relationships with all stakeholders	E
Ability to act on initiative and to work as part of a team	E
Highly effective communication skills, both written and oral	E
Excellent use of ICT as a teaching and admin tool	E
Ability to manage HR processes and to challenge underperformance	E

Attributes

Positive approach to school self-evaluation and an insistence on high standards E

Demonstrable commitment to implementation of whole school policies and procedures E

A 'can do' attitude E

Committed to the Futura Learning Partnership's aims E

Committed to equality and diversity E

Committed to own continuing professional development E

Other

A proven track record of improving achievement for pupils. E



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