



NORTHAMPTON PRIMARY

ACADEMY TRUST PARTNERSHIP



Headteacher Application Pack



Introduction to the Northampton Primary Academy Trust

NPAT was founded in August 2012 but had been a long-held aspiration of five innovative and forward thinking Headteachers in Northampton. We were Northamptonshire's first Multi Academy Trust and one of the first in the United Kingdom.

In the last six years our development has been phenomenal and NPAT is widening its reach, working alongside other Headteachers and Academy Trusts to support schools across the county.

In 2017, the trust welcomed East Hunsbury and in 2018 welcomed Upton Meadows, Blackthorn and Thorplands Primary Schools into our group and look forward to welcoming additional schools in the coming years and opening a Free School in the Stanton Cross area of Wellingborough in September 2022.

Over the course of the last two years, we have made new appointments to our Central Team to support and further coordinate the work of our schools. We now have a Chief Executive Officer, Chief Operations Officer, Financial Controller, School Improvement Leader, ICT Technical Team, Central Team Manager and two Administrators. We have also developed a School Improvement Team and have recruited NPAT Lead Practitioners.

First and foremost, your focus will be on East Hunsbury Primary School, but you will be a key member of our Trust. Your passion, desire and ability to make things happen across a diverse community of schools will be key in the next steps of our planned development.

NPAT is a unique and very special organisation and that's what makes this position stand out from any other you will come across. We encourage you to come and experience it all for yourself.

Good luck and we look forward to welcoming you on board.

About NPAT

The Northampton Primary Academy Trust (NPAT) was formed in 2012 and is currently a collaboration of the following schools:

Abington Vale Primary School
Blackthorn Primary School
Ecton Brook Primary School
East Hunsbury Primary School
Headlands Primary School
Lings Primary School

Rectory Farm Primary School
Simon de Senlis Primary School
Thorplands Primary School
Upton Meadows Primary School
Weston Favell CE Primary School

We have recently been successful in our bid to sponsor a new free school which is scheduled to open in Wellingborough in September 2022. Further growth of our Trust beyond Northampton town is imminent.

With responsibility for approximately 4200 children across Northampton, the Trust is driven by our aspirational vision: ***to achieve educational excellence, create opportunities and enrich lives.***

To achieve this, our mission is ***to develop a multi-academy trust of highly effective and sustainable schools.***

NPAT schools are underpinned by the **NPAT Values - Aspiration & Ambition, Collaborative Working, Integrity and Transparency, Community Working, Creativity & Innovation and a commitment to Sport and the Arts.**

Our ambition is captured in our motto: '**Achieving Extraordinary Things**'.

The Trust Education Priorities for Northampton Primary Academy Trust 2021–2022 are as follows:

The aim of the NPAT Education Strategy is to further improve educational provision and raise the academic attainment of all children across the trust. The strategy also aims to reduce the inequality for disadvantaged children in the trust. This will be achieved by engaging with research in order to:

- Improving the quality of teacher professional development to ensure the most effective classroom practice
- Securing high-quality leadership at all levels across schools
- Ensuring schools have an effective approach to the teaching of English and Mathematics
- Developing a broad, rich and rigorous curriculum offer in Science, History, Geography, R.E. and Art and wider curriculum subjects
- Developing and implementing an effective, evidence-based strategy to target improved educational provision for disadvantaged children
- Ensuring schools have a consistent and effective approach to COVID 19 in identified areas.

Message from the Chief Executive Officer

We are delighted to be looking for a skilled and knowledgeable leader to step into the shoes of our fabulous Headteacher at East Hunsbury Primary School as she begins a new and exciting journey in retirement. East Hunsbury is a great school with effective teaching, embedded and well-planned curriculum provision, a strong inclusive ethos including a 40-place special unit provision and wonderful and supportive children, parents and governors.

East Hunsbury Primary School takes an active part in the Trust, participating in a number of curriculum projects across all schools, including our annual Shakespeare project. The school is also actively involved in a wide range of sporting opportunities both trust and town-wide. This is an exciting opportunity to not only join the dynamic and committed team at East Hunsbury, but also to join the visionary and innovative team at NPAT, where leaders continuously strive to realise our vision to 'achieve extraordinary things'.

NPAT provides Headteachers within the Trust with opportunities to support and collaborate with each other with the aim of improving the educational provision and outcomes for all children. It requires extraordinary Headteachers and Governors to think beyond their own schools, meaning they must be not only leaders but also team players. However, the sharing of best practice in every aspect of our provision, along with the mutual support and challenge this brings, is only the start. Collaboration and cooperation at all levels across school leadership and beyond is endless, and we are excited to learn about the knowledge and expertise that our new appointment will bring both to East Hunsbury Primary and to NPAT.

Can you meet that challenge? Welcome to the future of primary education.

Should you choose to join us, you will enter at a hugely exciting time. As our MAT grows and develops, we are looking for enthusiastic and inspirational leaders who can join our journey and help us build on our strengths. With plenty of opportunities for support and continued professional development across the Trust, we have a lot to offer, and are keen to hear from experienced school leaders at any senior level who may be interested in this post.

We look forward to receiving your application.

Julia Kedwards OBE
NPAT Chief Executive Officer



About East Hunsbury Primary School

We believe...

- Our school should be a stimulating and welcoming community in which all children and adults feel valued, able to contribute and where relationships are based on mutual respect.
- Children should be active participants in the learning process and be provided with experiences that maximise their involvement, autonomy and independence.
- We should be an inclusive community where pupils are offered opportunities to grow together, learn together, laugh together and celebrate together.
- We should equip our children with the skills they need to be happy and successful in life, nurturing in them a true and life-long love of learning.
- We are responsible for the development of the whole child. We recognise differing needs and endeavour to meet these needs, maximising the opportunities for children to explore their physical, social, emotional and intellectual potential.
- We should be a community that respects and celebrates diversity.

Qualities existing staff would like to see in their new Headteacher

- *Be able to value all pupils as equal, have high expectations, understanding SEN, show that they value inclusion, have a sense of humour*
- *Able to delegate, see potential in staff, have faith and trust in staff, have inclusion at the heart of everything and make staff wellbeing a priority with wellbeing workshops offered regularly*
- *Caring, compassionate and community focused. Firm but fair. Be approachable and communicative.*
- *Motivate and inspire, have a clear vision which is well communicated, demonstrate integrity and compassion, communicate effectively, empower others, recognise success, lead by example.*
- *Know the staff and the children*
- *Someone who values each and every child for who they are. Someone who values happiness just as much as education. Someone who has the same passion to be the Head of a SEN unit as well as the mainstream school.*
- *Approachable, empathetic and a leader who listens.*
- *Have experience with SEND. They must be passionate about inclusion and the experience children have in mainstream and the SU or be willing to get involved and see why we hold these values so highly! They need a sense of humour and value the experience and knowledge staff across the school have, listening and responding to our ideas, not just driving their own. They should hold staff and child wellbeing at the very highest of importance.*
- *Nurturing and approachable*
- *Be open-minded, calm, adaptable/ flexible, trustworthy, creative, vulnerable, have courage and empathy.*
- *Be: dedicated and upholding of the EHPS ethos. Supportive, understanding, warm and proactive to the needs of the whole school family. Someone with high, realistic aspirations for pupils and staff. Someone with a clear vision for the school, with the courage, resilience and skill to implement this. A reflective, inclusive leader.*
- *Someone who is understanding to the needs of the SU*
- *A true leader, forward thinker. Honest and trustworthy. They must put pupils first and extend learning through curriculum. They must have strong family values and respect other colleagues' opinions. They must emphasise with staff in family or work situations and kind, caring and compassionate. An inclusive person with a good heart!*
- *Put children at the centre of everything we do, celebrating their individuality and valuing their unique learning journeys and needs.*
- *Be passionate about inclusion, have a "one school" ethos that includes all learners in mainstream and the SU. I want inclusion to be at the heart of all we do - this means wider inclusion, not just school but community and beyond. It would be great if in the interview process the SU and SEND can have a focus, this is something I think we need to adapt as a school as our interview process doesn't always dig deep enough with regards to SEND. With a 47-place unit and children with EHCPs in the main school it is essential that the new Headteacher understands SEND, promotes equality of opportunity, has high aspirations for all and "gets" inclusion. The new Headteacher needs to think outside the box and be brave. They also need to be budget clever and have a long-term plan for making a little go a long way! They need to be prepared to continue our Talk4Writing journey and also our enthusiasm and commitment to learning outside the classroom. There needs to be a vision*

around sustainability and growth - how do we ensure our reception classes are full every year? How do we ensure our SU is sustainable? What are our unique selling points and how do we grow these? The new Headteacher needs to be able to lead a large, strong staff who work hard and are keen to share their views.

- Passionate, active interest in their pupils, good communicator, builds good relationships with children, parents and staff, empower children and staff, emotional intelligence, vision, commitment to children.*
- Someone that leads; takes ownership; makes consistent decisions; someone that engages with pupils, parents, staff and the wider community; someone that has a physical & visual presence in school; a positive attitude and an evident drive to push forward. Someone not afraid of making difficult decisions.*

Qualities that the children of East Hunsbury Primary School would like to see in their new Headteacher:

- Wise, inclusive, understanding and lead us into the future. **Year 6***
- Kind, supportive, have high expectations, hopes and dreams for all of us. **Year 6***
- Kind, caring, fair and generous **Year 5***
- Kind, confident, know about important things and be funny on the odd occasion. **Year 4***
- Strict and polite, kind and caring, keep us safe and be helpful. **Year 3***
- Kind, ask the children to stand smartly, be important and be very calm. **Year 2***
- Be kind and realise how good Lings is and how we can get even better. If we need help we should be able to ask and they will help us. **(Y2)***
- Be active, funny and respectful. They should also be joyful and help us to feel happy if we are ever feeling sad. **(Y4)***
- Be happy and caring. They will help us to work hard and be the best that we can be. **(Y5)***

Northampton Primary Academy Trust aims to provide educational excellence, create opportunities and enrich lives.

Job Description - Headteacher

Section A: Role outline

- Lead and manage the school effectively and efficiently ensuring the highest possible quality of education and range of educational opportunities for all pupils.
- Provide clear vision and positive, incisive and purposeful leadership with strategic direction to ensure high standards of achievement and attainment for all.
- Motivate and develop others to create an effective school climate and shared culture.
- Promote the ethos, vision and values of NPAT and East Hunsbury Primary School and contribute positively to wider school improvement initiatives across the Trust.
- Ensure that resources are used efficiently and effectively to achieve the school's aims and objectives.
- Evaluate the school's performance to identify the priorities for continuous improvement and raising standards.
- Develop an ethos and process for managing behaviour that enables pupils to achieve their potential, including the management of pastoral care, pupil welfare and anti-bullying procedures.
- Maintain and monitor outstanding safeguarding practices.

Section B: Specific responsibilities

A. Developing & working with others

- Recruit and retain high calibre staff, supporting them to become effective members of the wider trust.
- Treat people fairly, equitably and with dignity and respect to create and maintain a positive school climate.
- Create an environment in which others can grow professionally. Ensure that all staff receive ongoing professional support, guidance and training/CPD opportunities.
- Develop, empower and sustain effective teams, promoting effective collaboration and shared accountability.
- Develop and nurture leadership potential in others to build leadership capacity in the school.
- Develop and maintain effective strategies and procedures for staff induction, early and continuous professional development.
- Maintain fair and consistent performance review within the policies of the trust, ensuring that achievement is rewarded, and that under-performance is effectively addressed.
- Acknowledge and celebrate the responsibilities and achievements of individuals and teams.
- Have regard for own workload and that of others to secure positive staff well-being.
- Create a shared vision which inspires and motivates pupils, staff, governors and all members of the school community.
- Adopt a strong, caring, supportive and flexible leadership style, which will both influence and motivate staff and pupils to achieve their potential.

B. Learning and teaching

- Develop relevant strategies based on educational research and evidence, in line with trust approaches, to ensure effective teaching and learning.
- Demonstrate and model quality first teaching to support, coach and mentor others.
- Ensure high standards of teaching, leading to the highest standards of attainment and achievement for all pupils.
- Monitor, evaluate and review classroom practice and promote teacher development, challenging underperformance where necessary.
- Plan and maintain a rich, relevant, rigorous curriculum that underpins teaching and learning and ensures effective learning for all children.
- Demonstrate and articulate high expectations and set appropriate targets for the school.
- Ensure a consistent and continuous focus on pupils' achievement, using data and benchmarks to monitor attainment and progress in every child's learning.
- Ensure that learning is at the centre of strategic planning and resource management.
- Encourage creativity, innovation and the appropriate use of technology.
- Maintain strategies which secure high standards of behaviour and attendance.

C. Managing the school

- Set a climate of high performance within the school where each individual member of the team is encouraged, supported and developed to deliver the best results for pupils.
- Manage the school's financial and human resources effectively and efficiently to achieve the school's educational goals and priorities.
- Recruit, retain and deploy staff appropriately and manage their workload to achieve the vision and goals of the school and trust.
- Implement successful performance management and appraisal processes with all staff, in line with trust policy, to enable continuous evaluation of performance and continuous development for all.
- Manage and organise the school environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations.
- Ensure that all the facilities always provide a safe, clean and welcoming environment for pupils, staff, parents and other visitors.
- Attend to the well-being of all staff and oneself through example and exercising of duty of care.
- Build, remodel and maintain organisational structures and systems, which distribute leadership and enable the school to run effectively and efficiently on a day-to-day basis.
- Act on outcomes of school self-evaluation, evaluation of the trust education team and external sources to drive continuous school improvement.

D. Finance, accountability and governance

- Be accountable for financial performance and ensure that all trust financial processes are followed in a timely manner and in line with the expectations outlined in the Academies Financial Handbook.

- Advise the Governing Body of the school and trust annual priorities and oversee the production of the annual budget and financial strategy for approval.
- Deploy resources for the maximum benefit of all pupils.
- Provide a clear and accurate account of the school's performance to the Governing Body and all other audiences including, but not limited to, parents/carers and OFSTED.
- Ensure compliance with child protection, safeguarding, health and safety and other statutory requirements.
- Ensure that all those who have specific responsibilities regarding the operation of the school, in any aspect of teaching and learning, are clear that legal compliance and safeguarding are their responsibilities.

E. Trust, parent and community engagement

- Collaborate with NPAT Headteachers and Central Team to implement the trust school improvement priorities and deliver the vision of 'educational excellence, creating opportunities and enriching lives'.
- Lead and encourage strong working links across the trust and maintain positive links with the local community.
- Support the delivery of shared curriculum, resources and initiatives across the trust.
- Uphold the NPAT vision in all aspects of school life, promoting the understanding of one trust, many sites.
- Positively lead and actively participate in all trust-agreed projects and initiatives.
- Promote the values of the trust across the school and wider community.
- Provide support to fellow Heads, encouraging a culture of challenge and support across the trust.
- Create and maintain an effective partnership with parents and carers to support and improve children's achievement and personal development.
- Actively promote parental engagement in the learning, progress and welfare of their children through effective communication and support.
- Ensure that the successes of the school are shared with the community to reinforce its position at the heart of the community.
- Co-operate and work with relevant agencies to protect children.
- Have an understanding of working within a range of socio-economic communities and the challenges that doing so brings to the role.

Accountable to:

The Headteacher will be accountable to the Governing Body for the conduct, leadership, management and administration of the school including financial performance, and to the trust for overall performance.

"The Northampton Primary Academy Trust (NPAT) is committed to safeguarding and promoting the welfare of children and young people and requires all staff, governors and volunteers to share and demonstrate this commitment. The successful candidate will have to meet the requirements of the person specification and will be subject to pre-employment checks including the right to work in the UK, a health check, an enhanced DBS check and satisfactory references."

Headteacher Person Specification

Attributes	Essentials	Desirable
Qualifications/Training		
Education	Qualified teacher status	A degree or equivalent. Higher degree qualification, post graduate courses. Recognised management qualification
Professional development	Evidence of sustained participation in CPD, especially school management programme or in the process of similar	Participation in work with other schools/agencies. Experience of leading CPD activities for others. Completion of NPQH/LPSH
Experience		
Teaching	Substantial classroom teaching experience with primary aged children. Experience of whole school leadership and sustained improvement	Evidence of leadership across the school age range within the last three years. Experience of leading significant curriculum development to implementation. Experience of monitoring and evaluating teaching. Experience of implementing strategies to promote educational inclusion and deliver PHSE development
Schools		Taught in at least two schools with primary age children
Management responsibility	Experience as an effective senior manager/deputy head in a large school, or as a Head	Experience of school leadership and management during a period of change. Recent experience of Ofsted inspection and follow up
Resources	Experience of managing and leading staff. Experience of managing teaching and learning resources. Awareness of how to set a school budget and manage facilities	Experience of managing and leading performance management of colleagues
Knowledge and understanding		
National framework	Knowledge of education and other relevant legislation. Ofsted awareness. Knowledge of current developments in Education and the implications of these. Understanding how to conduct appraisals	
Teaching and Learning	Practical understanding of high quality teaching and learning strategies. Understanding of actions taken to promote harmony and prepare pupils to	Knowledge and understanding of issues and strategies for developing the more able child

	live in a diverse society. Practical understanding of writing and implementing the IEPs. Understanding of Citizenship and PSHE	
Standards	Knowledge and understanding of the use of SIP to raise standards. Awareness of strategies to raise pupil achievement and manage behaviour. Understanding of the positive use of target setting in raising standards of achievement.	Knowledge, understanding and experience of financial management Experience of Unit Provision and SEN code of practice
National Curriculum	Understanding of planning the National Curriculum, including assessment, recording and reporting	Experience of planning an effective curriculum across the primary age range
Parents and communities	Understanding the role that can be played by parents and the community as a whole in raising standards Experience of dealing with safeguarding issues.	Experience of working directly with parents and others to raise standards and involvement with the wider and local community.
Governance	Knowledge of the role of governors. First-hand experience of work with governors. A commitment to work with the governing body	Experience as a school governor in a school with primary aged children
Skills		
Leadership	Ability to lead and provide clear vision. Incisive and strategic thinker. Able to motivate pupils and staff. Ability to delegate responsibility, set high standards and provide a focus for improvement Personal impact and presence.	

Application details

The vacancy is to start in April 2022 or September 2022 depending on notice period of appointee.

Pay Scale: East Hunsbury Primary is a group 3 school, and this will be reflected in the salary as follows:

L18-L24: £64,143 - £74,295

Application: Your application form should be completed with reference to the job description and person specification. Please support your application with a covering letter of no more than 1000 words detailing your personal qualities and attributes that will help our vision at East Hunsbury

Primary School. All completed application forms and covering letters should be submitted to recruitment@npatschools.org or **by post, marked for the attention of Juliette Pierson to:**

Northampton Primary Academy Trust

Bushland Road

Northampton

NN3 2NS

Visits to East Hunsbury Primary School: if this sounds like an opportunity for you or if you would like to visit us before submitting your application (existing Covid restrictions dependent), please phone the school on: 01604 677970.

Closing date for applications: Thursday 6th January 2022 at 12.00pm. Any applications received after this time will not be accepted. Shortlisted candidates will be notified as soon as possible after this date. Unsuccessful candidates will also be notified.

Interviews: Tuesday 11th January 2022. Short-listed applicants will be advised of further details upon invitation to interview.