

THE MARCHES ACADEMY TRUST

Post title: Headteacher, Longlands Primary School

Grade: L14 – L20 (£58,135 - £67,364).

Hours of work: Full time

Post status: Permanent

INTRODUCTION

Vision and Values - Our Vision – ‘Achievement Through Caring’

We believe: Successful creative lifelong learners participate in a journey of self-discovery. They know how to learn, acquire skills and feel safe to take risks with confidence and courage.

We offer:

- A supportive environment with an experienced team where you will be invested in and valued.
- A varied and exciting role – building relationships with a range of colleagues across the Multi-Academy Trust.
- A varied day with different experiences and challenges.
- A Talent Pathway that offers you continued professional development and learning for you as an individual.

Purpose:

The Headteacher will support the CEO, the Local Governing Body and the Board of Trustees to provide strategic leadership and be accountable for the direction, standards achieved and quality of teaching and learning in the assigned primary school in order to:

- Provide professional leadership and management which enables the Trust to give every pupil a high-quality education, and which promotes the highest possible standards of learning and achievement.
- Secure the long-term success of Longlands Primary School by maximising potential through the skills and resources available from across the Trust.
- Lead school improvement through the championing of outstanding teaching, learning, and assessment.
- Implement as positively and fully as possible the vision and key objectives of The Marches Academy Trust.
- Support the culture and ethos set by the Board of Trustees.

Responsible to:

Executive Director of Education

Main activities to the particular duties:

- To fulfil the requirements and duties set out in the STPCD relating to headteachers and to meet the National Standards of Excellence for Headteachers as published by DfE.
- To work collaboratively as part of the wider Trust, with the understanding that it is one organisation working in partnership to achieve the best outcomes for all pupils.

Leadership responsibilities:

- Work with the CEO and Executive Director of Education to develop a strategic vision for primary education within Longlands and promote this to staff, pupils, parents/carers and the wider community.
- Ensure the Trust's priorities are consistently and effectively implemented at Longlands.
- Motivate others to develop a culture of high expectations, shared learning and resilience, leading by example.
- Translate the strategic vision of the Trust into agreed objectives and operational plans for the school.
- Put in place effective communication mechanisms to ensure staff understand how to implement the strategic vision and operational plans.
- Ensure evidence-based improvement plans and policies promote continuous school improvement.
- Create and develop an organisation in which staff recognise that they are accountable for the success of pupils.
- Develop positive solutions to achieving equality, diversity, inclusion and belonging in all aspects of service delivery and engagement with the broader community.

Standards and quality assurance:

- Develop a culture where pupils and staff feel safe, confident, can attain maximum educational outcomes and where the Trust's values are evident.
- Create a culture and ethos of challenge and support within Longlands where all pupils can achieve success and are engaged in their own learning.
- Drive a continuous and consistent focus on pupils' achievement and progress, using robust data to monitor and evaluate effectiveness.
- Keep abreast of educational developments and identify best practice both inside and outside Longlands which can be shared across the Trust's schools.
- Establish creative, responsive and effective approaches to improving teaching and learning.
- Set high expectations and challenging targets for rapid and sustained improvement tackling underperformance at all levels.
- Provide inspiration and strong strategic leadership to ensure that the school delivers the highest standards of teaching and learning across the board.
- Present a coherent and accurate account of performance in a form appropriate to a range of audiences, including the CEO, Executive Leadership Group, Trust Board, parents/carers and the local community.
- Collaborate with other agencies to ensure pupils' needs are met.
- Actively promote the school as a centre of excellence for education.

Developing self and leading others:

- Ensure development and maintenance of effective strategies for staff professional development and performance management.
- Ensure that the participation of other staff in professional development is encouraged and that they engage actively in the performance review process.

- Regularly review your own practice, setting personal targets and taking responsibility for your own development.

Managing area of responsibility:

- Strategic leadership and management to create success and continuous improvement. This will be undertaken within the context of and supporting the strategic Trust Development Plan.
- The attainment and progress of pupils ensuring their safety, good attendance and behaviour.
- Quality assuring development plans.
- Comply with the financial, health and safety, HR and other processes and procedures of the Trust.
- Ensure that all the activities are conducted in accordance with all legal or statutory requirements and regulations, and that policies and procedures developed locally are consistent with best practice and recognised codes of probity.
- Working with colleagues to ensure the effective deployment of resources across the Trust's primary schools to ensure maximum impact.
- Produce balanced annual budgets.
- Recruit, lead and develop a committed, effective and diverse workforce that understands its role in enabling and promoting high quality learning.
- Develop leadership capacity through coaching and other appropriate methods, supporting the development of effective middle leadership roles.
- Ensure that all resources are organised and managed to provide the best possible outcomes for pupils.

Securing Accountability:

- Taking a significant role in contributing to school self-review and using its outcomes, along with a range of other evidence, in monitoring and evaluating aspects of school life and completion of the school self evaluation form.
- Ensuring that staff accountabilities and performance objectives are clear and are regularly monitored, evaluated, and reviewed.
- Presenting information about the performance of the school to a range of audiences including governors, parents and carers.

The post holder may have opportunities to work in other schools within The Marches Academy Trust.

This job description does not form part of the contract of employment. It describes the way you are expected and required to perform.

"This post is exempt from the Rehabilitation of Offenders Act 1974 and as such all applicants who are appointed to this post will be subject to an Enhanced Disclosure from the Criminal Records Bureau before the appointment is confirmed. This check will include details of cautions, reprimands or warnings, as well as convictions and non-conviction information. Once provisionally appointed, the successful applicant may also be required to apply for an Enhanced Disclosure at predetermined intervals during the course of their employment whilst in this post."