



North East Derbyshire AP Academy

HEADTEACHER

GRADE: Leadership (L17 – L23)
ACTUAL SALARY: £62,570 pa - £72,497 pa
CONTRACT: Full Time
START DATE: September 2022

CANDIDATE INFORMATION PACK

What's included within this pack?

Within this pack you will find both information and advice on applying for a role with Esteem Multi-Academy Trust including:

- Welcome from the CEO
- About Esteem Multi-Academy Trust
- About North East Derbyshire AP Academy
- Job advertisement
- Job description and person specification
- Safeguarding and checks
- Application process and timeline

Welcome from Esteem Multi-Academy Trust



Dear applicant,

Thank you for your interest in Esteem Multi-Academy Trust (MAT). The Headteacher position presents a fantastic opportunity for somebody who shares our values and beliefs to join our team at a very important time.

The North East Derbyshire AP Academy provides programmes of education to students identified as being at risk of exclusion, or who have already been permanently excluded from mainstream education. We meet the varied and complex needs of children in Key Stages 2, 3 and 4, at sites located in Chesterfield and in the High Peak.

We are eager to appoint a dynamic and inspiring leader who is passionate about enabling our students to access educational opportunities via an individualised curriculum, and, as much as possible, enabling and supporting them to be active citizens in the wider community.

If you think you have got what we are looking for, we look forward to receiving your application for consideration.

For further information and/or to arrange a school visit please contact Kirsty Blake, HR Advisor, via email (hr@esteemmat.co.uk) or visit our website at www.esteemmat.co.uk/jointheteam. Please use the relevant application form on the MAT website; CVs alone will not be accepted.

I wish you well in your application.

Yours faithfully



Julian Scholefield
Chief Executive Officer

About Esteem Multi-Academy Trust

Esteem Multi-Academy Trust currently comprises of eleven academies throughout Derbyshire, Derby City, and east Staffordshire. Formed by a group of like-minded school leaders in August 2018, the MAT is currently responsible for the education and care of approximately 1,200 students and employs around 750 staff. The total revenue budget for the MAT is approximately £27 million and plans are in place to expand further.

Esteem Multi-Academy Trust includes 7 special schools, 3 alternative provision academies and a mainstream infant and nursery school with an enhanced resource provision educating young people with autism and learning disabilities. We wish to grow further to fulfil our vision to become a centre of excellence for special educational needs and disabilities (SEND) in the midlands. We have a well-defined set of values and a clear vision for the MAT to become a regional hub for expertise in SEND and inclusion. We share a collaborative ethos, believing that we can achieve more for our pupils as a collective group of schools than we could separately. Our academies focus on the holistic needs of the young person, due to students' vulnerabilities. So, 'joined-up thinking', between our academies and different agencies, is essential to deliver the right support for our students.

The main aims of Esteem MAT are to:

- Provide an ambitious, inspirational, bespoke education, setting the foundation for the future and ensuring our young people are ready for the world;
- Deliver high standards and value for money from our support services, resources, estate and technology; and
- Invest in and support our people, exploiting opportunities for collaborative, continual professional development, sharing of expertise and best practice.

As a group of academies working together, we can share and deliver better practice. We will be able to commission health, care and therapy services in a fully 'joined-up' way.

About North East Derbyshire AP Academy

The North East Derbyshire AP Academy provides programmes of education to students identified as being at risk of exclusion, or who have already been permanently excluded from mainstream education. We meet the varied and complex needs of children in Key Stages 2, 3 and 4, at sites located in Chesterfield and in the High Peak.

Every child deserves an education. Our primary aim is to support and re-engage young people, enabling them to think positively about their future pathway, and life after the Support Centre, whether that be re-integration into mainstream, further education or employment. Our Vision: "Inspire, Achieve, Exceed"

Our Pupils will:

- Feel safe, valued and trusted
- Recognise and achieve their full potential
- Take responsibility for their behaviour, and make healthy lifestyle choices
- Be positive about themselves and their future
- Be tolerant of others, and of the beliefs and views of others
- Be successful learners, both independently and when working with others
- Be self-motivated and have high expectations

We will achieve this by:

- Creating a safe learning environment, free of stigma and negativity
- Celebrating the success and achievements of every member of the learning community
- Establishing nurturing and supportive relationships between staff and pupils
- Setting high expectations for behaviour and academic success
- Providing a broad, balanced and relevant curriculum that provides the skills, confidence and qualifications to access opportunities in life
- Innovating learning, to engage and inspire
- Promoting tolerance and mutual respect
- Providing opportunities for students, parents and carers to voice opinions which form part of the decision-making process
- Providing an inclusive programme of learning opportunities and experiences that promote engagement

Further information about our academy can be found on the website at www.nedsc.derbyshire.sch.uk

Advertisement

Job Title: Headteacher

Location: Headteacher office could be based at the Hasland site (The Green, Hasland, Chesterfield, S41 0LN) or the High Peak site (25 High Street, Chapel-en-le-Frith, SK23 0HD). However, regular travel to all three sites is expected.

Grade/Scale: £62,570 pa - £72,497 pa (Leadership 17-23)

Start date: September 2022

Contract: Full Time

The North East Derbyshire AP Academy provides programmes of education to students identified as being at risk of exclusion, or who have already been permanently excluded from mainstream education. We meet the varied and complex needs of children in Key Stages 2, 3 and 4, at sites located in Chesterfield and in the High Peak.

We are seeking a dynamic and inspiring leader who is passionate about enabling our students to access educational opportunities via an individualised curriculum, and, wherever possible, enabling and supporting them to be active citizens in the wider community.

You must be able to demonstrate exceptional leadership and managerial skills, as well as having significant experience and knowledge of working with children and young people with a range of complex needs. As a skilled AP/SEND practitioner, you will have proven success in leading a team in delivering a personalised curriculum to students with a broad range of needs including challenging behaviour and communication difficulties. You will have experience, as a senior leader, of building excellent relationships with students, staff, parents, governors, other schools and officers in a multi-academy trust and the local community.

Benefits include: Teachers' Pension Scheme, Westfield Health membership and free parking.

For further information and/or to arrange a school visit please contact Kirsty Blake, HR Advisor, via email (hr@esteemmat.co.uk) or visit our website at www.esteemmat.co.uk/jointheteam. Please use the relevant application form on the MAT website; CVs alone will not be accepted.

Closing date for applications: Wednesday 2 February 2022 (12 noon)

Assessment day: TBC

Interview date: TBC

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

Job description and person specification

Job Description: Headteacher

North East Derbyshire AP Academy, Esteem Multi-Academy Trust

Post Title:	Headteacher
Location:	North East Derbyshire AP Academy
Purpose:	<ul style="list-style-type: none"> To provide high quality strategic vision, leadership and professional management of the school To formulate the aims and objectives of the school and establish policies to achieve those aims To manage staff and resources to achieve the school's aims and objectives and to provide the highest standard of SEN education To lead by example and model best practice regarding professional conduct, workload and personal development To be a member of the Executive Team of Esteem MAT, supporting the CEO in the strategic development of the trust.
Reporting to:	Chief Executive Officer (CEO) and Trust Board
Responsible for:	<ul style="list-style-type: none"> Senior management team Business Support Team
Liaising with:	The Board of Trustees The Executive Team (other Academy Headteachers) Headteacher networks regionally and nationally Local Authority
Salary/Grade:	£62,570 pa - £72,497 pa (Leadership 17 – 23)
Disclosure level	Enhanced
PRINCIPLE RESPONSIBILITIES	
To Achieve the Above	<ul style="list-style-type: none"> Lead by example, holding and articulating clear values and moral purpose, and focusing on providing excellent education for all pupils Build positive relationships with all members of the school community, showing positive attitudes to them Keep up to date with developments in SEN education and good SEN practice, and have a good knowledge of education systems locally and nationally Ensure the safeguarding and welfare of all pupils Support strategic, curriculum-led financial planning to ensure effective use of budgets and resources Communicate the school's vision compellingly and drive strategic leadership Seek training and continuing professional development to meet own needs Plan and lead the development of an innovative and appropriate curriculum

- Demand ambitious standards for all pupils, instilling a strong sense of accountability in staff for the impact of their work on pupil outcomes
- Ensure that information and data is used to drive improvement and track pupil progress
- Ensure excellent teaching in the school, including through training and development for staff
- Create an ethos within which all staff are motivated and supported to develop their skills and knowledge
- Identify emerging talents, coaching current and aspiring leaders
- Hold all staff to account for their professional conduct and practice
- Ensure that the school's systems, organisation and processes are well considered, efficient and fit for purpose
- Implement systems for managing the performance and welfare of all staff, addressing any underperformance, supporting staff to improve and valuing excellent practice
- Welcome and work with the governing board as appropriate, providing the information it needs to govern effectively
- Support distribution of leadership throughout the school
- Create an outward-facing school which works with other schools and organisations to secure excellent outcomes for all pupils
- Develop effective relationships with fellow professionals
- Model entrepreneurial and innovative approaches to school improvement and leadership
- Develop and maintain positive links with the local community
- Inspire and influence others to believe in the fundamental importance of education in the lives of children and young people with SEN and to promote the value of education

Other Generic Responsibilities:

- Represent and promote the ethos and values of Esteem Multi-Academy Trust
- To take and be accountable for all decisions made within the parameters of the job description
- Participate with performance management and training and activities that contribute to personal and professional development.
- Actively promote and act at all times in accordance with the policies of the MAT e.g. Safeguarding, Health and Safety, Equal Opportunities
- Provide a high standard of customer service in all dealings internal and external to the MAT
- Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

- Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description
- The MAT will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition

This job description is current at the date shown, but, in consultation with you, may be changed by the CEO to reflect or anticipate changes in the job commensurate with the grade and job title.

Person Specification: Headteacher

North East Derbyshire AP Academy, Esteem Multi-Academy Trust

QUALIFICATIONS AND EXPERIENCE	
Essential	<ul style="list-style-type: none"> • First degree or equivalent • Qualified teacher status • Additional qualifications in SEN • Experience as a Headteacher, Deputy Headteacher or Assistant Head • Minimum of 2 years' experience as a senior manager of a SEN specialist school • Track record of leading teams of staff to deliver successful school improvement strategies • Experience of setting challenging targets and monitoring school performance at every level • Experience in leading educational projects, strategic planning and financial management • Experience of teaching children and young people across a broad spectrum of educational needs and ages • Experience of appropriate behaviour management techniques for children and young people with SEN, communication difficulties and challenging behaviours • NPQH qualified, working to/willing to work to qualification
Desirable	<ul style="list-style-type: none"> • First-hand experience of working with relevant agencies to protect children • Experience of working with pupils with severe and profound learning difficulties • Recent and relevant management development / training / CPD • Experience of working positively with Governors/Trustees and/or serving on a Governing Body • Experience of business development and generating income
KNOWLEDGE AND ABILITIES	
Essential	<ul style="list-style-type: none"> • Strong personal commitment which motivates and inspires the academy community to deliver the best possible education for the students at North East Derbyshire AP Academy • Dynamic and inspirational leadership skills with a commitment to distributive leadership and teamwork • Extensive knowledge of a range of SEN including the cognitive and physical development of pupils with severe and profound learning difficulties • The ability to ensure that the academy atmosphere is welcoming and that parents/carers are encouraged to take an active part in the life of the academy and engage in their child's education • Ability to plan effectively from a range of evidence regarding school improvement • Understanding of effective teaching and learning strategies for children and young people with severe, complex or profound and multiple learning difficulties • Understanding of the fundamental importance of personalised learning • Evidence of the ability to embrace, lead and manage change • Ability to manage and allocate resources and budgets and undertake HR management • Excellent interpersonal, communications and organisational skills. Approachable and supportive. • Willingness to innovate and seek out new approaches, ideas and challenges • Ability to work collaboratively with Esteem Headteachers, local authorities, parents/carers and families and other stakeholders • Evidence of a thorough understanding of and commitment to the protection and safeguarding of children and young people
Desirable	<ul style="list-style-type: none"> • Knowledge of academy governance and finance • Knowledge of Health and Safety practice and legislation • Knowledge of GDPR and implications for schools/academies

Safeguarding and checks

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

Esteem Multi-Academy Trust's Safeguarding Policy applies to all adults, including volunteers and agency staff, working in or on behalf of the MAT.

Each student's welfare is of paramount importance. We recognise that some children may be especially vulnerable to abuse e.g. those with special educational needs and disabilities, those living in adverse circumstances. We recognise that children who are abused or neglected may find it difficult to develop a sense of self-worth and to view the world positively. We recognise that some children who have experienced abuse may harm others. We will always take a considered and sensitive approach in order that we can support all students within our academies.

The MAT pays full regard to the DfE 'Keeping Children Safe in Education September 2020' guidance. We ensure that all appropriate measures are applied in relation to everyone who works for the MAT who is likely to be perceived by the students as a safe and trustworthy adult including volunteers and agency staff. As part of our safer recruiting practises, we scrutinise applicants; verify their identity, academic or vocational qualifications, obtain professional and personal references, check full employment history and ensure the applicant's health and physical capacity is suitable to undertake the role. Interviews and DBS checks are also undertaken.

This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as "spent" must be declared.

If you are currently working with children, either paid or voluntary, your current employer will be asked about disciplinary offences, including those related to children or young people (whether disciplinary sanction is current or time-expired), and whether you have been the subject of any child protection allegations or concerns and, if so, the outcome of any investigation or disciplinary proceedings.

If you are not currently working with children, but have done in the past, that previous employer will be asked about these issues.

Where neither your current or previous employment has involved working with children or young people, your current employer will be asked about your suitability to work with children and young people, although it may be answered "not applicable", where appropriate, if your work has not brought you in to contact with children or young people.

Application process and timeline

Application forms are available on our website at www.esteemmat.co.uk/jointheteam or you can email hr@esteemmat.co.uk to request a copy. Please specify the job vacancy for which you wish to apply.

After the closing date, shortlisting will be conducted by a panel who will match your skills and experience against the criteria in the Person Specification. You will be selected for interview purely on your application form, so please ensure that you read the Job Description and Person Specification carefully before you complete your application form.

All candidates invited to the interview and assessment day must bring the following documents; original documents only, copies will not be accepted:

- Documentary evidence for your right to work in the UK
- Documentary evidence of identity which meets the DBS requirements i.e. current photocard driving licence including a photograph and/or a passport and/or a full birth certificate
- Documentary proof of current name and address i.e. utility bill, financial statement etc.
- Where appropriate, documentation evidencing a name change
- Educational or professional qualifications that are necessary or relevant for the post

Further information relating to DBS check documentation requirements can be found on the Government website at <https://www.gov.uk/guidance/documents-the-applicant-must-provide>.

If you are not the successful candidate, all your personal information will be destroyed, in a secure way, in line with General Data Protection Regulations (GDPR May 2018) guidelines.

References will be sought for shortlisted candidates for any central office-based positions and we may approach previous employers for information to verify experience or qualifications prior to interview. Any relevant issues arising from references will be discussed at interview.

Your completed application form and supporting letter should address and evidence the essential and desired criteria in the Person Specification.

Closing date for applications: Wednesday 2 February 2022 (12 noon)

Assessment day: TBC

Interview date: TBC

Completed application forms can be returned electronically to the HR team via email to hr@esteemmat.co.uk

If you wish to submit your application form by post, please return it to the following address:

Private & Confidential: HR Team, Esteem Multi-Academy Trust, Suite 43, Pure Offices, Lake View Drive, Sherwood Park, Nottingham, NG15 0DT