



HEADTEACHER

GRADE: LEADERSHIP POINTS 18-24

ACTUAL SALARY: £71,729 - £83,081

CONTRACT: LEADERSHIP

START DATE: JANUARY 2024

CANDIDATE INFORMATION PACK





What is 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 the School
- 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 Peak School and Esteem Multi-Academy Trust (MAT). This Headteacher vacancy presents a fantastic opportunity for an outstanding leader to join our Trust Executive Team at an exciting time, as our Trust continues to grow.

Peak School is a nursery to post-16, special school academy in the northwest corner of Derbyshire. It caters for children and young people with a range of needs, particularly those with profound and multiple learning difficulties (PMLD), communication difficulties, and those with challenging behaviour (associated to their learning difficulties).

The successful candidate will be an experienced senior leader; at either Assistant, Deputy or Headteacher level, with relevant experience of leading specialist provision for pupils with profound and/or complex learning needs and disabilities.

Esteem is looking for a passionate, collaborative, personable leader with the ability to motivate and inspire others. You will have vision and the determination to develop the school, to raise current standards, aspirations and outcomes for every pupil.

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

For further information about Esteem MAT, please visit our website at <https://www.esteemmat.co.uk/vacancies>. 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

J Scholefield

Julian Scholefield
Chief Executive Officer



About Esteem Multi-Academy Trust

Esteem MAT was formed in 2018 and now consists of twelve special, alternative provision and mainstream primary academies based in the East and West Midlands. Many of our pupils have special educational needs and/or disabilities or are disadvantaged.

Inclusion is at the heart of our culture and ethos, and we are ambitious about being one of the leading trusts within the region for SEND expertise and outreach provision. Esteem Academies believe that through collaboration, sharing expertise and supporting one another, we are 'Stronger Together!'

We are a trust that:

- Leads and supports our academies to provide the highest standards of education and development for all our pupils
- Enables academies with a shared sense of purpose to benefit from alignment whilst maintaining individuality
- Provides a strong, collective voice for our academies at a local and national level
- Delivers support; including SEND expertise, to our academies and to other schools and local authorities

Our trust has three core strategic aims. Everything we do should be ultimately focused on doing these three things well:

1. We will provide an ambitious, inspirational, bespoke education, setting the foundation for the future and ensuring our young people are ready for the world.
2. We will deliver high standards and value for money from our support services, resources, estate and technology.
3. We will invest in and support our people, exploiting opportunities for collaborative, continual professional development, sharing of expertise and best practice

We really value each school's unique identity, which reflects the diverse needs of the pupils and the community that each school serves. It is therefore important to us that our pupils feel they belong to their local community. This is why we believe that our schools need leaders and governors who are experts in understanding their local school context.

Being part of a family of schools in a trust brings the added benefits of support and collaboration. We know that sharing ideas and working together are the best ways for our schools to continue to improve for the benefit of all our pupils. Our people are our most valuable resource. We invest in them by providing high quality specialist training, opportunities to collaborate and develop their careers within Esteem.

Further information about Esteem can be found on the website at www.esteemmat.co.uk



About Peak School

We are a nursery to post-16 special school in the north-west of Derbyshire. We are located in a beautiful, rural environment in the village of Chinley, where we make full use of the local amenities such as outdoor activities to promote and enrich pupils wider personal development. Our location in northwest Derbyshire, on the edge of the Peak District, means we are also accessible for pupils and staff who may live in Cheshire, Stockport, Tameside (Greater Manchester) and Sheffield.

We meet the needs of children and young people with a range of needs, particularly those with profound and multiple learning difficulties (PMLD), communication needs, and those with challenging behaviours (associated with their learning difficulties).

We have a high staff to pupil ratio due to the specific needs of our pupils. We have an on-site team of nurses and speech and language therapists to support pupils wider health care needs. We have close working relationships with NHS therapy services, Learning Disability Team, CAMHS, Social Care and wider professionals.

We have fantastic specialist on-site facilities, which really enhances the quality of education for our pupils:

- Hydrotherapy pool
- Sensory rooms
- Sensory garden
- Fully equipped kitchen/catering and learning environment for our post-16 students.

We are ambitious for all our pupils. We aim to work towards the National Curriculum, however; when taking into consideration pupils SEND, our approach is significantly adapted to meet their individual needs. Our curriculum design is based around four key themes:

- Physical and Movement
- Emotional and Expressive Arts
- Accessing the World and Communication
- Knowledge and Know-how

Peak School uses a range of assessment systems to monitor pupil progress and to celebrate pupils' individual achievements.

Further information about Peak School can be found on the website at www.peakschool.co.uk



The Advertisement

Job Title: Headteacher (Member of the Esteem Executive Team)

Locations: Peak School, Buxton Road, Chinley, High Peak, Derbyshire, SK23 6ES

Grade/Scale: Leadership Points 18-24 (Actual Salary £71,729-£83,081)

Start date: January 2024

Contract: Leadership

Esteem Multi Academy Trust (EMAT) is looking to appoint an exceptional senior leader, with the ability and determination to accelerate school improvement at Peak Special School. We are looking for an experienced senior leader; at either Assistant, Deputy or Headteacher level, with the relevant experience of leading SEND provision for pupils with profound and/or complex learning needs and disabilities. We are looking for a senior leader who is relentless in their mission to providing a world class education to pupils with SEND.

The successful candidate will need to be dynamic and creative in their leadership approach. You will need to have clear vision and direction, and have the conviction to make your vision a reality. As the newly appointed Headteacher, you will have the autonomy to make a real impact on a school which has great potential. You will have the confidence and skills necessary to bring the entire community along with you on an exciting school improvement journey. You will be supported by a highly experienced and diverse trust central team, alongside a like-minded group of headteacher colleagues within the trust, who lead inclusive primary and special schools, and alternative provisions.

We welcome applications from experienced senior leaders with:

- A demonstrable track record of successful school leadership, to bring about exceptional learning outcomes for children and young people with SEND
- The ability to build excellent relationships with students, staff, parents/carers, governors, and the local community.
- The vision and skill to embrace, lead and manage change and rapid school improvement.

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

To arrange an informal discussion about the role with Clive Lawrence OBE (Chief Education Officer), please email your contact details to HR@esteemmat.co.uk. To arrange to visit Peak School, please telephone or email the school directly on 01663 750324 or info@peak.derbyshire.sch.uk and ask to speak with Dave Jones (Deputy Headteacher). You can also find further details about the role, including how to apply, by visiting our trust website at <https://www.esteemmat.co.uk/vacancies>. Please use the relevant EMAT application form on the MAT website; CVs alone will not be accepted.

Closing date for applications: 11 October 2023 (23:59)

Interview dates: 19 & 20 October 2023

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 Esteem Multi-Academy Trust

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| Post Title: | Headteacher |
| Location: | Peak School, Buxton Road, Chinley, High Peak, Derbyshire, SK23 6ES |
| 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 SEND 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: | 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: | Leadership Points 18-24 (Actual Salary £71,729-£83,081) |
| Disclosure level | Enhanced |

PRINCIPLE RESPONSIBILITIES

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| 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 SEND education and good SEND 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 |
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- 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 Esteem Multi-Academy Trust

| QUALIFICATIONS AND EXPERIENCE | |
|-------------------------------|---|
| Essential | <ul style="list-style-type: none"> • Degree or equivalent • Qualified Teacher Status • Experience as a Headteacher, Deputy Headteacher or Assistant Headteacher • 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 across a broad spectrum of educational needs, ages. • First-hand experience of working with relevant agencies to protect children • NPQH qualified, working towards/willing to work towards qualification |
| Desirable | <ul style="list-style-type: none"> • Experience as a senior leader of a SEND specialist school • Additional qualifications in SEND • 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 school-based 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 pupils • Dynamic and inspirational leadership skills with a commitment to distributive leadership and teamwork • Extensive knowledge of a range of SEND including the cognitive and physical development of pupils with severe and profound learning difficulties • The ability to ensure that the academy culture 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 with support from the Trust HR team • 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 Executive Team/Headteachers, local authorities, parents/carers and families and other stakeholders |



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| | <ul style="list-style-type: none"> • 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 |

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.



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 2023' 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. Online checks will be completed prior to formal interview in line with safer recruitment guidance.

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

The application process is via an online application form which can be completed on our vacancies portal: <https://www.esteemmat.co.uk/vacancies>.

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 UK General Data Protection Regulations (UK GDPR) guidelines.

References will be sought for shortlisted candidates and we may approach previous employers for information to verify experience or qualifications prior to interview. Online checks will also be completed prior to formal interview in line with safer recruitment guidance. Any relevant issues arising from references or online checks will be discussed at interview.

Closing date for applications: 11 October 2023 (23:59)

Interview dates: 19 & 20 October 2023

For further information, please contact Maxine Day, Head of HR & Communications at Esteem Multi-Academy Trust, on 01623 859886, via email to HR@esteemmat.co.uk.