



# Saltash Community School



## Headteacher Candidate Information

*Tenacity - Empathy - Aspiration - Motivation*

Dear Applicant,

Thank you for your interest in the post of Headteacher at Saltash Community School.

We are looking for a school leader capable of taking this successful school on the next step of its journey.

As a school we are passionate about our values of Tenacity, Empathy, Aspiration and Motivation. We believe that these values underpin a successful school and expect our staff and students to demonstrate our values both in and out of school, showing that they are proud to be part of TEAM Saltash. We strive to enable every student to cultivate and meet high aspirations. We have made good progress, but there is more to do. This will require an individual who combines creativity with rigour, empathy with the willingness to make difficult decisions. As with all headships there will be many challenges, so the new leader will need personal reserves of optimism, resilience and persistence.

The successful candidate will need to demonstrate the proven ability not only to lead teams from a position of authority, but also the ability to influence and support collaboration. The role involves significant opportunities for Trust-wide working, and the need to actively engage with and support the wider Saltash community for the benefit of all students.

You will need to:

- Understand and engage with the complexities of the school community and the wider Trust
- Turn plans into actions that make a positive difference
- Sensitively secure change by understanding the needs of the internal and wider community
- Inspire confidence
- Develop clear narratives that enable a determined focus on agreed priorities by all staff
- Work to support well-being amongst students, staff and stakeholders
- Work effectively and productively as a member of our Trust Senior Leadership Team

You will be supported by:

- A dedicated school leadership team
- A well-qualified and enthusiastic teaching and support staff team
- A committed Governing Committee who believe in appropriate scrutiny but also personal development and support for all staff
- A collaborative and supportive Trust comprising our team of Headteachers and central staff

In your application we would like you to tell us about:

- How you have used your personal qualities and abilities to lead and the impact you have had, particularly in your current position
- How you have developed first class teaching and learning
- How you have enabled vulnerable and disadvantaged students to succeed.

I look forward to receiving your application.

Yours sincerely

Tim Parkman, Chair of the Local Governing Committee

## About Our School

We are passionate about our values of T.E.A.M. (Tenacity, Empathy, Aspiration and Motivation). We believe that these values underpin a successful school and expect our staff and students to demonstrate our values both in and out of school, showing that they are proud to be part of TEAM Saltash.

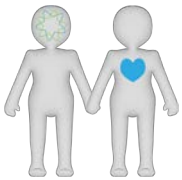
In our day-to-day working, we expect students to focus on their learning, demonstrating the TEAM values.

We define these as:



### **Tenacity:**

A tenacious learner shows strong perseverance and doesn't give up when things are hard. They are determined to succeed and apply themselves, showing commitment to the work set; always aiming to produce their best work. They respond positively to feedback and always complete their improvement work.



### **Empathy:**

An empathetic learner is aware of the feelings of others, showing respect towards and understanding of other peoples' views. They listen carefully to what others say, showing sensitivity towards them; being sympathetic and kind. They respect others' right to learn.



### **Aspiration:**

An aspirant learner is ambitious, with clear goals. They aim high and have high hopes and dreams. They are curious about the world around them, ethical, often complete more than is asked, and undertake a wide range of enrichment opportunities.



### **Motivation:**

A motivated learner is ready to learn, well prepared and punctual. They take the initiative and work independently always completing homework and classwork to the best of their ability.

At Saltash Community School, we actively promote positive, inclusive values. These include democracy, the rule of law, individual liberty, and mutual respect for and tolerance of those of different faiths and beliefs. We believe British values are those values expected of anyone living in Britain, regardless of their nationality, culture or religious belief.

Our TEAM ethos reflects these values. We place great emphasis on building positive relationships in school, amongst the students themselves and between staff and students.

We strongly believe students should not merely be taught such values but that they are embedded into school life.

We strive to support our students to develop into confident, happy, successful young adults who have empathy towards and an understanding of those less fortunate than themselves.



## Our SMART Shared Values

Thank you for your interest in the post of Headteacher at Saltash Community School (SCS).

Since the school was graded as 'Requires Improvement' in December of 2022, the whole team have worked exceptionally well to bring about rapid improvements as recognised by the most recent OFSTED monitoring visit. We are excited to now be in a position to appoint our new Headteacher to build on these successes and lead the whole team to even greater success, ensuring excellent progress for all students.

If you are a successful candidate you will become a member of our Trust Senior Leadership Team, working collaboratively to develop and refine our shared vision to EQUIP all children with the skills, knowledge and confidence to be outstanding individuals by Expecting the very best of all staff and students; Questioning deeply; Understanding our goals; Inspiring lifelong learning and Praising positive achievement in all its forms. Within this framework, you will have the autonomy to engage the hearts and minds of the community through your own vision and passion for education to further enhance the outcomes and community ethos of SCS.

The mutual respect between staff and students has always been heavily prized by the school community and has given rise to some of the most amazing Trust student leaders, with whom, I have had the pleasure to work. They are used to their voice being heard and their individuality celebrated.

We are committed to ensuring that all staff in SMART have the opportunity to develop their skills, expertise and leadership and I wish you the best of luck in taking this next step in your own professional journey.

Dan Buckley  
CEO



## Person Specification

SMART Schools' Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>Good honours degree or equivalent (2ii and above) with QTS</li> </ul>	<ul style="list-style-type: none"> <li>NPOH or equivalent postgraduate qualification</li> </ul>
Strategic Leadership	<ul style="list-style-type: none"> <li>Passion for improving the life chances of all pupils and professional competence of all staff</li> <li>Ability to formulate, communicate and implement a clear 5 year vision for the school.</li> <li>Ability to translate vision into shared strategic improvement plans with outcomes for students</li> <li>Ability to conduct accurate school self-evaluation and translate areas for improvement into targeted plans</li> <li>Relentlessly high expectations of staff and students based on belief in education</li> <li>Understanding of and commitment to safeguarding and safer recruitment</li> </ul>	<ul style="list-style-type: none"> <li>Experience of leading a team through large scale impactful change</li> <li>Experience of cross Trust or multi-school strategic projects</li> <li>A sound understanding of finance and human resource allocation and how to achieve value for money</li> <li>Experience of working closely with the Local Governing Committee or developing Governors' capacity</li> </ul>
Leading, Teaching and Learning	<ul style="list-style-type: none"> <li>An evidence based commitment to providing all students with a broad and balanced curriculum</li> <li>An understanding of the value and limitations of interpreting student data to raise standards</li> <li>Knowledge, experience and implementation of successful teaching and learning strategies and the evaluation of evidence based research</li> <li>Knowledge and experience of successful behaviour and attendance strategies which correlate to improving student well-being</li> </ul>	<ul style="list-style-type: none"> <li>Up to date professional knowledge of pedagogy and leadership arising from regular wider reading</li> <li>Experience of whole school curriculum redesign including the pastoral curriculum</li> </ul>
Developing self and working with others	<ul style="list-style-type: none"> <li>Experience of conducting effective appraisal</li> <li>Commitment to professional development across the School and where the opportunity has arisen, across their wider Trust</li> <li>Experience of coaching</li> <li>Ability to demonstrate commitment to own continuous learning</li> <li>Ability to demonstrate a commitment to and experience of positive team working</li> </ul>	<ul style="list-style-type: none"> <li>Can provide examples of working with external partners to secure improvements</li> <li>Experience of working across a Trust or similar structure</li> </ul>
Personal qualities and attitude	<ul style="list-style-type: none"> <li>Openness, Fairness and integrity</li> <li>Holds an optimistic and positive attitude</li> <li>Resilience and determination to overcome challenge</li> <li>Deep commitment to students, staff and parents in the school and wider community</li> </ul>	
Working with the wider community	<ul style="list-style-type: none"> <li>Can share examples of where working closely with parents has had positive outcomes</li> <li>Has experience of working within a wider community</li> </ul>	<ul style="list-style-type: none"> <li>Has engaged with local community projects within own educational setting</li> <li>Has shared and developed practice amongst schools other than their own</li> </ul>

## Job description

Post: Headteacher

Responsible to: Chief Executive Officer

Salary: L30 – L35 (£101,533 - £114,759 pa) dependent on experience

Start Date: 1st September 2025 or depending on current contract

### Strategic Leadership

- Provide effective leadership for SCS, ensuring the highest quality of education for all students and the highest standards of learning and achievement in accordance with statutory requirements.
- Work in partnership with the governing committee and stakeholders to create a shared vision and strategic plan which inspires and motivates students and staff and all other members of the school's community.
- Ensure that the vision for the school is clearly articulated, shared, understood and implemented by all.
- Ensure that the Trust's vision is incorporated into agreed objectives and operational plans, which contribute to the school improvement plan and the SEF.
- Using the school improvement plan and SEF, identify appropriate priorities and targets to ensure the highest quality education for all students and highest standards of learning and achievement.
- Develop policies and practices that promote effective learning in a safe and secure environment where safeguarding and well-being are paramount.
- Lead and motivate staff to create a culture of collaboration and trust which results in a positive and proactive climate both at school and Trust level.
- Lead on the school's recruitment and retention strategy to ensure that high-performing teaching and support staff are appointed and retained.
- Ensure that continued excellence is achieved by being creative, innovative and embracing new ways of working.
- Work with financial astuteness to build on the sustainability of the school and of the wider Trust.



## Managing the organisation

- Lead, coordinate and implement clear, evidence-based improvement plans and policies for the development of the school and its facilities.
- Create and continuously review the organisational structure so that is fit for purpose in reflecting the school's ethos and vision, and enables the systems, structures and processes to work efficiently and effectively in line with legal requirements.
- Manage the school's financial and human resources effectively and efficiently to achieve school targets and priorities.
- Recruit, retain and deploy staff appropriately to ensure an effective workforce to work towards the vision of the school and the wider Trust.
- Manage and organise the school environment so that it meets the needs of the curriculum and health and safety regulations.
- Manage and organise the range, quality and use of resources ensuring they are monitored, evaluated and reviewed to improve the quality of education delivered and provide value for money.
- Continuously develop, implement and evaluate the Trust-wide and school policies in line with changing regulations and best practice.

## Leading Teaching and Learning

- Ensure a consistent and continuous school wide focus on students' achievement using data and benchmarks to monitor progress in learning.
- Devise, organise and put in place a diverse curriculum with an effective assessment framework to meet the needs of all students.
- Ensure that learning is at the centre of strategic planning and resource management.
- Ensure that the well-being of the student is at the heart of creative, responsive and effective approaches to teaching and learning.
- Promote a culture and ethos of challenge and support, where all students can achieve success and be engaged in learning.
- Monitor and evaluate classroom practices and promote improvement.
- Promptly challenge and address under performance.
- Be responsible for implementing strategies and policies which achieve high standards of behaviour and attendance.

## Developing staff and working with others

- Lead and support all staff to achieve high standards through induction, a robust performance management system and effective continuing professional development.
- Strengthen a positive ethos throughout the school and Trust community treating people fairly, with dignity and with respect.
- Lead on developing a collaborative learning culture within the Trust which includes coaching and peer support as well as wider collaboration.
- Ensure that teams and individuals have clear delegation of tasks and responsibilities which are planned, allocated, supported and evaluated.
- Acknowledge and praise the achievements of all employees.
- Create a culture of high expectations and be responsible for ensuring that appropriate

and consistent action is taken when performance is unsatisfactory.

- Continuously reflect on own practice by setting high standards and pursuing personal professional development.
- Be keenly aware of personal work/life balance; and through performance management ensure the positive well-being and work/life balance for colleagues.
- Actively seek appropriate links with other professionals and learning communities within the Trust and the wider community to enhance outcomes for all learners.

## Securing accountability

- Be accountable to the CEO for the performance of the school.
- Provide timely, clear and pertinent information for the Governing Committee to enable it to fulfil its duties.
- Be able to accurately interpret and present information clearly for a range of audiences including parents, carers and other members of the wider community.
- Ensure that staff responsibilities and accountabilities are clearly defined, agreed, understood and subject to rigorous review and evaluation.
- Be able to accept and act upon feedback from stakeholders.

## Working with the wider community

- Establish collaborative and open relationships with all stakeholders.
- Build relationships with the parents and carers promoting a committed and shared responsibility for the success of all students.
- Seek opportunities to promote the school in the wider community – through celebration, sharing practice and joining in with local community activity.
- Build appropriate links with other academies to share and build upon good practice.
- Seek leadership opportunities across the Trust.
- Secure the support and expertise of external agencies for the benefit and protection of all students.

## Generic responsibilities

- To undertake any other duty as specified by the relevant School Teachers' Pay and Conditions Document (STPCD) not already mentioned above.





## How to apply

A fully completed form and letter of application should be sent to the Trust HR team by Monday 10th March 2025 at 9:00am.

Please send your application by email to: [hr@smart-trust.net](mailto:hr@smart-trust.net)

Interview dates are planned for Thursday 27th and Friday 28th March 2025.

We would welcome visits to the school from prospective candidates and/or a conversation with a member of the current leadership team.

Please contact Jayne Green, PA to the Headteacher on 01752 843715 or by email [jgreen@saltashcloud.net](mailto:jgreen@saltashcloud.net)

The school address is:

Saltash Community School  
Wearde Road  
Saltash  
PL12 4AY

For more information regarding SMART Schools' Trust, please visit our website at [www.smart-trust.net](http://www.smart-trust.net)

