



Headteacher of

Shipham First School and
Draycott and Rodney Stoke Church of
England VA First School



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Wessex
Learning Trust
We Learn Together!

Headteacher

Shipham First School and Draycott and Rodney Stoke Church of England VA First School

Leadership Scale L8 – L14 (£56,082 - £65,010)

To start September 2024

The Wessex Learning Trust is seeking to appoint an outstanding and inspirational Headteacher to work over two first schools in the Cheddar Valley area.

We are committed to appointing an individual who has:

- Excellent leadership, management, communication, and personal skills.
- A drive and commitment to ensure the schools continue their recent impressive upward trajectory.
- A proven track record as an outstanding teacher and leader.
- Deep knowledge of teaching and learning and a good understanding of all aspects of the curriculum.
- Determination to ensure no learner is left behind so all learners reach their potential.
- An ability and desire to lead and inspire in all academic, pastoral and operational matters.
- Total commitment to ensure the safeguarding of all children and thorough knowledge and experience of the Designated Safeguarding Lead role.

If you are an existing Headteacher or a member of a successful leadership team with a proven track record of success we would be delighted to hear from you. We are looking for a strategic thinker with the skills, ability, and passion to support young people and colleagues to achieve and flourish.

For full details of this position, together with the application process, please visit our website:
www.wessexlearningtrust.co.uk

Closing dates for applications is 15 April 2024

Interviews will be held on 23 April 2024

The Wessex Learning Trust is committed to safeguarding young people and promoting the welfare of children, and all staff appointed will undergo online checks and be required to undertake an enhanced Disclosure and Barring Service Check



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Welcome and How to Apply

Dear Candidate

On behalf of Shipham First School and Draycott and Rodney Stoke Church of England VA First School and the Wessex Learning Trust, I would like to thank you for your interest in the vacancy of Headteacher. Your enquiry coincides with a very positive dynamic time in the Trust as we expand and grow and continue to promote our vision of an outstanding education for all.

We are seeking to appoint an inspirational person with a track record of outstanding leadership and sustained school improvement, with proven success in implementing strategies to improve teaching and learning, as well as child welfare and behaviour.

This is an exciting opportunity for an innovative leader to help lead the schools through to the next stage of our journey. There is therefore a need to collaborate with other schools and leaders to further develop high levels of service provided to our students, parents/carers, and the local community.

We will be pleased to receive applications from candidates who are currently Headteachers, Deputies or Senior Leaders elsewhere in education. The successful candidate will benefit from the support and mentoring of the Wessex Executive Leadership Team, and from colleagues in the Wessex Learning Trust family. Our interview process will take place on 23 April 2024 to enable the successful candidate to take up post in September.

I hope this information will help to steer you towards making an application but do please contact us if you need any further clarification. We look forward to hearing from you.

Brian Kirkup, Chair of the Trust Board

How to Apply

All candidates are asked to complete the teaching application form which you will find on our website under Work with Us, together with an accompanying letter addressed to Libby Fidock, Deputy Chief Executive and Director of Primary of Wessex Learning Trust (no more than two sides of A4) outlining your suitability for the post and how your experience to date relates to this post. CVs will not be accepted.

The closing date for applications is 15 April 2024, at 8am.

Applications can be emailed to HR@wessexlearningtrust.co.uk or posted to Wessex Learning Trust, Station Road, Cheddar, BS27 3AQ. Interviews will be held on 23 April 2024.

The invitation to attend for interview will outline the expectations and pre-interview detail.

We welcome visits from potential applicants. Should you wish to come and visit the school, please contact Libby Fidock by emailing HR@thewessexlearningtrust.co.uk

We are committed to safeguarding young people and the successful applicant will be required to undertake an enhanced disclosure and barring service check and online checks prior to taking up the post.

We look forward to receiving your application.

Our Schools

Draycott & Rodney Stoke Church of England VA First School:

Draycott & Rodney Stoke Church of England VA First School is a small Church of England First School of up to 90 children, plus our Preschoolers, ranging in age from 3 to 9 and divided into three classes.

We value and care for each and every child, working closely together with parents and community to help children discover their strengths and develop their skills. The school is a friendly, happy place where everyone is committed to providing children with a stimulating, broad education in a calm, purposeful learning environment.

Our school is situated in a beautiful, northern part of Somerset between the cathedral city of Wells and the world-famous Cheddar Gorge. Glastonbury, famous for its Abbey and music festival, is about 20 minutes away. Our buildings, a mixture of old and new, hug the side of the Mendip Hills, which rise above our playground and look down on the Somerset Levels – the moorland below.

Shipham First School:

Shipham First School is also a small school where we value and care for each and every child, working closely together with parents to help children discover their strengths and develop their skills.

The school is a friendly, happy place where everyone is committed to providing children with a stimulating, broad education in a calm, purposeful learning environment.

We value our wonderful environment and children use the outdoor space for a huge variety of learning experiences. There is a large playing field with an adventure playground and a 'rough area' for creative and adventurous activities. The school's Green Club looks after the vegetable garden and the chickens.

We have supportive Governors, active parents and a hard-working, dedicated team of teaching and non-teaching staff.

Teaching and Curriculum

The social, emotional and academic development of our children is at the centre of what we do at our schools. Our curriculum is designed with every child in mind, to stimulate and engage them to be curious about the world and to help them be their best selves. Our schools are firmly rooted in their vibrant village communities so our curriculum is broad, balanced and knowledge-rich, with opportunities for pupils to celebrate their local environment but also to broaden their horizons and help them understand their place in the wider world.

We always look to offer our children a stimulating and purposeful learning experience from Pre-School to the end of Year 4. We have therefore adapted the exciting Cornerstones 'Maestro' curriculum to use in school alongside other subject specific schemes of work, whilst ensuring we follow the Early Years Foundation Stage Statutory Framework and the National Curriculum.

We believe that learning should be a rewarding, enjoyable and enriching experience for all. We aim to equip children with the skills, knowledge and understanding to be able to make informed choices about the important things in their lives and give children the best possible start to their early education. We recognise that the curriculum enables the development of a child's 'cultural capital' and give opportunities to develop into kind, thoughtful and curious citizens in an ever-changing world.

Our Ethos

The schools aim to serve their communities by providing education of the highest quality within the context of our organisation's values and Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its pupils.

We believe that each child will succeed through experiencing quality, so we strive to create:

- Learning partnerships between school, home, church, and community.
- An ethos of support, challenge and encouragement to succeed.
- A broad and challenging curriculum.
- Imaginative teaching in a stimulating and organised learning environment.
- A rich and varied range of learning resources including up-to-date information technology.
- An enriching programme of extra-curricular activities and visits.





Message from our Chief Executive

The Wessex Learning Trust is a leading Multi Academy Trust. As the Headteacher you will work closely with myself, Libby Fidock – Director of Primary and Deputy CEO, the Executive Leadership Team, who have a wealth of expertise across School Improvement, Operations, Estates, HR and Finance as well as our other Trust Heads to advance our belief in providing an exceptional education to all our young people; as well as incredible schools for our staff.

We are a modern Trust and believe that there is huge strength in our working together for the common good.

Gavin Ball - Chief Executive

About Wessex

We are proud to be a part of the Wessex Learning Trust, a dynamic group of 17 schools, who continually drive forwards through a high degree of self-reflection and a collaborative critical eye for getting the best for our learners.

We work collaboratively and believe in empowering our staff to grow and take the lead. We often have colleagues from each other's schools helping our evaluation processes: this is what we sign up to. We work together, we share our staff, and we share our expertise through collaboration, networking and Professional Learning Communities organised centrally.

Headteachers at our schools are expected to play a full role in the Trust and work alongside the other Heads and school leaders for the greater good.

Policies, systems, and standard operating procedures as well as some operational and teaching staff and facilities are shared across the Trust. We help each other, we visit each other, and we listen to each other.



Job Description - Headteacher

Purpose	<ul style="list-style-type: none">• To provide inspirational, professional leadership of the learning and development of staff and learners.• To ensure high-quality outcomes and a high-quality welfare provision for the learners at the school.• To promote a 'believe and succeed' culture with a 'can-do' attitude in a caring environment which will allow every learner to succeed and build confidence for life.• To contribute to the Wessex Learning Trust's leadership group.• To carry out professional duties in accordance with the School Teachers' Pay and Conditions document and adhere to and deliver the Headteacher Standards 2020.
Reporting to	<ul style="list-style-type: none">• The Wessex Learning Trust Deputy Chief Executive and the Local Governing Body.• The Headteacher is accountable to the Executive Leadership Team (ELT) of the Wessex Learning Trust, Local Governing Body and the Wessex Learning Trust Board for the standards achieved, conduct, management and operations of the academy.

Key Responsibilities	
General	<p>Provide vision and transformational leadership to ensure that the schools are managed and organised to meet the aims and targets.</p> <ul style="list-style-type: none">• Work with the Deputy Chief Executive and ELT to develop the strategic view and direction of the First School and Pre School (together the academy) and to maintain an ethos which enables secure and effective teaching and progress for all learners irrespective of their background, abilities or aptitudes.• Work with the Deputy Chief Executive and ELT to effectively manage the resources of the schools.• Evaluate performance and identify priorities for continuous improvement.• Carry out the day-to-day management, organisation and operational management of the schools.• Create a safe and productive environment within the schools, ensuring effective safeguarding procedures are in place, in line with policy and that the safeguarding of children is the highest priority.• Ensure excellent outcomes and high-quality welfare provision for children.• Promote a culture and code of behaviour which is caring and sensitive to needs, allowing every learner to achieve to the best of their ability.

Leadership and Management	<ul style="list-style-type: none"> • Provide leadership which will inspire, motivate, challenge and support all staff employed at the schools. • Ensure a positive and caring ethos in the academy, through effective leadership and planning, which enables all learners and staff to maximise their abilities, ambitions and academic potential. • Chair and lead the Schools Leadership Team (SLT). • Ensure a culture of continuous improvement in learner achievement by keeping the curriculum, teaching, assessment, progress and reporting mechanisms under review and creating a high-quality, fully inclusive learning environment. • Maintain a development plan for the schools which supports the vision, identifies agreed priority areas for improvement and is routinely used by staff to guide their actions and decisions. • Ensure the schools are fully accountable to the stakeholders in all aspects of performance, by establishing clear lines of accountability. • Ensure the aspirational culture is met through challenge and support where all learners can achieve success. • Drive the effective creation and use of systems and standard operating procedures in all areas to ensure an efficient and effective service to stakeholders. • Ensure the management of learner behaviour and wellbeing is consistent and supportive; that policies and procedures are robust and where learner progress is encouraged through effective support, praise, care and recognition of success. • Promote learner wellbeing and care structures. • Promote learner participation, character strength and development. • Ensure that the schools continue to build their profile locally, regionally and nationally through effective marketing and collaborative partnerships, so that they continue to be a popular choice with a clearly defined set of values which puts the learner at the heart of all that it does.
Developing Staff	<ul style="list-style-type: none"> • To maintain and enhance staff morale and wellbeing. • To ensure staff are well managed, supported and developed through effective appraisal procedures and a self-improving process of professional development. • Provide opportunities for all staff to develop their professional skills as an aid to improving performance and learner achievement. • Encourage staff to develop and exercise leadership skills which will benefit the curriculum, learner achievement and performance of the schools. • Work with leaders across the Wessex Learning Trust to share knowledge and good practice between all Trust schools.
Teaching and Learning and the Curriculum	<ul style="list-style-type: none"> • Ensure teaching and learning throughout the schools is of the highest standard to ensure outstanding achievement for all. • Demonstrate and articulate high expectations and set challenging targets for the schools' teaching staff and learners. • Within financial resources, ensure a curriculum is provided for all learners which will meet needs securing their future progress.

	<ul style="list-style-type: none"> • Monitor the effectiveness of the curriculum and pursue areas for improvement, taking account of national, local and school data plus inspection and research findings. • Monitor the quality of teaching and learning both individually and by curriculum area to ensure quality of provision. • Ensure that the curriculum is providing for the intellectual, spiritual, moral, cultural, physical, social, creative and emotional wellbeing of learners. • Ensure that all learners are correctly identified according to the SEND Code of Practice and provided with the appropriate level of support. • Maintain an environment and code of behaviour which promotes and secures good teaching, effective learning, high standards of achievement, good behaviour and discipline. • Support extended learning opportunities through enrichment activities and extra-curricular provision. • Participate, to such an extent as may be appropriate, in the teaching of learners in the schools including the provision of cover for absent teachers.
Management of Resources	<ul style="list-style-type: none"> • Ensure the schools are compliant with health and safety and safeguarding regulations. • Work closely with the SLT, the Deputy Chief Executive, ELT and the Local Governing Body on the resource allocation and compliance schedule for the schools, including the development and agreement of an annual budget. • Ensure the day-to-day efficient and effective use of resources. • Ensure the day-to-day efficient and effective deployment and management of the staff of the schools in order to achieve objectives as outlined in the academy improvement plan (AIP) and within budgeted resources. • Ensure accurate and timely management of preschool charges through childcare vouchers, grants or parent / carer invoicing. • Take the lead role in the selection and recruitment of teaching and support staff, seeking to ensure the best available people are appointed. • Foster and maintain relationships with organisations representing teachers and support staff. • Within financial resources ensure the buildings and facilities meet the needs of the learners and staff and are of the highest standard of safety, cleanliness and repair. • Work with the Wessex Learning Trust central services team to obtain funding for prioritised long term capital improvements. • Work with the Wessex Learning Trust central services team to manage the performance and value of external contractors. • Explore and develop additional sources of income.
Stakeholders and the Community	<ul style="list-style-type: none"> • Build a culture and curriculum which take account of the richness and diversity of the schools' communities. • Maintain a positive dialogue with parents/carers which allows learners to be supported educationally at home and parents/carers to engage constructively with staff.

	<ul style="list-style-type: none"> • Secure the commitment of all parents/carers, especially the hard-to-reach parents and the wider communities to the vision of the schools. • Collaborate with other agencies in providing academic, spiritual, moral, social, emotional and cultural wellbeing for all learners and their families. • Act at all times as an ambassador for the schools in a manner that upholds its vision and values.
Accountability	<ul style="list-style-type: none"> • Be accountable for every aspect of day-to-day management in the schools. • Support the long-term development of the schools with the Deputy Chief Executive and ELT. • Be accountable to the Local Governing Body and the Wessex Learning Trust. • Translate the schools' and Wessex Learning Trust's vision into an AIP with agreed prioritised objectives and operational plans with timelines, which will promote and sustain further improvement. • Inspire a culture which enables everyone to work together, be confident in themselves, share knowledge, understanding, celebrate success and accept accountability for outcomes and results. • Develop opportunities for learners to share in the decision-making processes of the schools, thus developing ownership and responsibility for their own future. • Develop and use sound and effective systems of communication within the schools, within the Wessex Learning Trust and between member academies, parents/carers, community and other external organisations. • Present an accurate account of the schools' performance in a form appropriate to a range of audiences including the Wessex Learning Trust, parents/carers, community, Local Governing Body, Ofsted and others.
The Academy recognises that the following skills are required for this post:	
Leading	<ul style="list-style-type: none"> • Holding people accountable: the drive, resilience and ability to set clear expectations and parameters and manage the performance of staff across the schools. • Leading people: the drive and ability to provide clear direction to learners and staff, and to enthuse and motivate them. • Flexibility: the ability and willingness to adapt to the needs of a situation and change tactics. • Passion for learning: the drive and ability to support children in their learning, and to help them become confident, independent, aspirational learners. • Wessex Learning Trust contribution: ability and willingness to contribute to the wider Wessex family, to lead projects and take whole Wessex Learning Trust responsibilities.
Relating to others	<ul style="list-style-type: none"> • Impact and influence: the ability and the drive to produce positive outcomes by impressing and influencing others. • Building relationships: the ability to develop and manage empathetic relationships with the whole school communities to achieve the best learning environment for children. • Team working: the ability to work with others to achieve shared goals and the ability to work with other headteachers and leaders in the Wessex Learning Trust.

	<ul style="list-style-type: none"> • Understanding others: the drive and ability to understand others, and why they behave as they do.
Developing people	<ul style="list-style-type: none"> • Encourage staff to work together and share expertise within and across teams, including teams in the Wessex Learning Trust. • Use coaching skills to help staff achieve their potential or to help them access relevant coaching support.
Reflecting	<ul style="list-style-type: none"> • Reflect on personal and professional development. • Use feedback from all levels of the schools to help improve the way you lead, manage and develop staff. • Be aware of your own skills of self-management as regards time and prioritising workload.
Inspiring	<ul style="list-style-type: none"> • Be able to inspire staff and pupils with the highest standards and expectations.

The Wessex Learning Trust is committed to safeguarding and promoting the welfare of children and young people. All staff working within the Trust are expected to share a commitment to doing this. You will be expected to follow and promote the procedures in the child protection and safeguarding policy and report any concerns in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children and young people gives cause for concern the Trust's child protection procedures will be followed alongside implementation of the Trust disciplinary procedures.