



# South Kirkby Academy Headteacher Application Pack



Post title	Headteacher
Location	South Kirkby Academy Stockingate South Kirkby Pontefract WF9 3DP <b>Member of Waterton Academy Trust</b>
Salary & Grade	L15-L21
Hours	Full Time, Permanent

Waterton Academy Trust is seeking to appoint a dynamic and inspirational leader to take up the position of Headteacher at this vibrant junior school. The Trust seek someone who will enhance the existing positive school ethos, whilst offering the focus and drive as we continue our journey towards excellence.

South Kirkby Academy joined Waterton Academy Trust, a primary Trust of 13 primary schools serving the Wakefield and Barnsley area, in September 2016. The Trust's driving ambition is to secure the very best outcomes for all its children and prepare them for future success. South Kirkby Academy is proud to be part of this determined, collaborative group.

The successful candidate will be someone who understands the school's current strengths, who values distributed leadership and has the skills and experience to ensure continued opportunities for growth and success for pupils and staff.

**We are looking for a leader with:**

- Proven senior leadership experience
- Excellent knowledge of the primary curriculum
- Evidence of impactful leadership on raising attainment, increasing rates of pupil progress and developing excellence
- Vision and energy to inspire the whole school community
- Excellent communication and inter-personal skills
- Commitment to teamwork and developing colleagues
- The ability to adapt to an ever-changing educational landscape
- Flexibility to think creatively

**In return, the successful candidate will be offered:**

- Friendly, motivated children who are eager to learn
- A welcoming and positive school environment with supportive colleagues
- A commitment to your professional development and an exciting opportunity to work within a forward thinking multi-academy trust
- A fully supportive Trust Senior Leadership Team and active Academy Standards Committee
- Advice and support from the Trust's central team of School Improvement, HR, Finance and Estates
- A health and wellbeing package
- A cycle to work scheme
- An excellent pension package

# Dear Applicant



**Thank you for your interest in the post of Headteacher at South Kirkby Academy. We hope that this pack provides you sufficient insight and information to decide if you have the right qualities, skills and experience to apply for the position.**

Our Trust came into being on the 1st September 2014. Our 13 primary, infant and junior schools are currently situated within the Wakefield and Barnsley areas and consist of well over 3000 pupils.

This is an exciting time for all concerned with the trust as we enter into a new phase of development. The reshaping of our focus and renewed drive for excellence will undoubtedly lead to improved opportunities and outcomes for all.

People are at the heart of our organisation. We invest heavily in our children, staff, Trustees and Governors, ensuring that we all benefit from being part of the Waterton family. We seek to create a fertile environment for growth, to share best practice, develop expertise, draw on local, national and international research, and form partnerships within and beyond the trust.



Working for Waterton you will have the opportunity to shape the lives of not only those in your care within your own school, but contribute to the wellbeing of all those in the Waterton family. As a key leader in the development of our provision, you will also have the opportunity to work alongside partners from across the trust and the wider system leaders' network.

Given the trust's ambitions for excellence, we are seeking to employ outstanding individuals to join our team. We require highly skilled professionals that can contribute to the development of our provision and support our academies in providing our children with the best possible learning experience. If this is you, then we would be delighted to hear from you.

Yours sincerely,

Dave Dickinson OBE

Chief Executive Officer

# Dear Colleagues

Thank you for your interest in our school.

South Kirkby Academy is a very positive and happy school community. We enjoy enormous support from the vast majority of our parents. Our children are proud of their community and demonstrate respectful behaviours and are keen to learn.



Our teachers are an effective team. They are professional, friendly, fully committed and determined to provide children with every opportunity to enjoy each day and achieve their potential.

The school building is bright, well-resourced and our teachers say it's an inspirational place to work in. We are currently re-developing our grounds to ensure they are attractive and can be used to enhance the curriculum.

## Our current improvement priorities are:

- To continue to improve the quality of teaching
- To improve the overall rate of attendance
- To improve progress in writing and maths

The school community are excited about the opportunity to appoint a new Headteacher and want to work in partnership with him or her to develop and improve the school.

We want our new Headteacher to have highly developed emotional intelligence and the ability to build effective relationships with all stakeholders. They will need to be able to work effectively with all stakeholders to challenge positively and lead change effectively.

As part of Waterton Academy Trust, we take the well-being of all stakeholders as high priority as well as valuing the importance of work-life balance, and professional development.

**Mr K Greensides**

**Academy Standards Committee Chair**



Pupils behave well.  
 They are courteous,  
 considerate and  
 welcoming to visitors.  
 They are proud of their  
 school.

**Ofsted 2019**





# About Our School

South Kirkby Academy is a smaller than average sized junior school based in the heart of an ex-mining community. South Kirkby is a town in the City of Wakefield in West Yorkshire. The town forms half of the civil parish of South Kirkby and Moorthorpe and has a population of approximately 10,979. South Kirkby is served by two railway stations with a distance of one mile (1.6 km) between them. The town was first mentioned in 1086 in the Domesday Book, and South Kirkby retains the site of the original Saxon settlement. The town is also home to South Kirkby Colliery football club, who have competed in the FA Cup many times in their history.



As a school we are on our journey to good and proud to be part of Waterton Academy Trust. South Kirkby Academy's curriculum is rooted in the lives of our pupils and their community, in order to promote learning through personality, talent, mental and physical development. Our curriculum includes not only the formal requirements of the National Curriculum, but also exciting and stimulating extra-curricular activities to ensure creativity, breadth, challenge and balance.

The wider school curriculum takes place both in and beyond this community to make learning relevant and meet the needs and interests of our pupils and their families within South Kirkby.

Our curriculum prepares pupils for life in modern Britain through building the characteristics of resilience and self-regulation, key competencies needed to boldly face the challenges within an ever changing and ever complex society.

Learning through a local, national and international lens, ensures our pupils' curiosity is ignited, minds are broadened, and their lives are enriched. Core knowledge is the driver from which our teachers design inspirational learning sequences to develop pupils' knowledge, understanding and skills to navigate their world critically and with increasing confidence.

Our school vision and values are at the core of everything we do. Our teachers are caring, holistic and dedicated in promoting human values through weaving social and emotional learning into our core and wider curriculum. Learning is carefully designed to foster well-being and support every child to reach their full potential and ensure they are prepared for the next stage in their school journey.



South Kirkby Academy is a fabulous place to work. I am proud to be part of such a hard working yet fun loving school community.

**Kelly**

**Learning Mentor**





## Why Choose South Kirkby?

- Family focused community
- Committed to professional development for all
- A vision of *Success for All*
- Strong Values of DEDICATION, ASPIRATION, CO-OPERATION and INSPIRATION which underpin our vision
- A highly skilled and supportive team of Governors
- Opportunities to work collaboratively and gain expertise across Waterton Academy Trust





# About the Trust



Our vision is to create a collaborative of schools that work together to deliver excellence; a collective where teaching and learning is paramount and children enjoy and engage in a rich and relevant curriculum. We strive to foster a culture of high aspiration amongst all our students and to create an environment where everyone reaches their full potential, regardless of their social, economic or cultural background and where success truly is a shared experience.



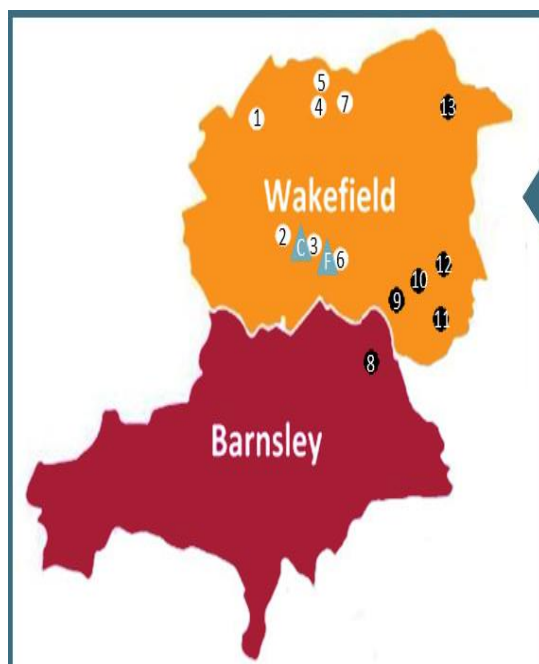
The creation of the Centre for Excellence (CfE) is the single most important development the trust has delivered in recent years. The centre has become the beating heart of our school improvement strategy, CPD offer, partnership working and the main conduit for our blended learning provision. Our School Improvement Team are based in the CfE and leaders from across the trust work alongside them to develop practice and provision. The Trust believes that excellence can only be delivered through investing in people and providing them with the resources they need to deliver. The CfE is one example of how we do that.

The Trust has maintained a manageable geographical partnership area, one where academy staff and central team colleagues are able to travel between each other within a reasonable time frame. There are currently thirteen academies in the trust, all are within the Wakefield and Barnsley boundaries and therefore find it easy to attend INSET, CPD and trust events. The Trust has adopted a Hub Model to further support collaborative working and allow for future growth.



I joined Waterton as an apprentice and have enjoyed three years of professional development. I feel that I have grown into a valued member of the Central Team. I am loving working within the excellent resource that is the CfE.

**Jack**  
**Digital Media Officer**



## Waterton Offices

C – Centre for Excellence  
F – Finance Office

## West Hub Schools

- 1 – Wrenthorpe Academy
- 2 – Sharlston Community School
- 3 – Walton Primary Academy
- 4 – Normanton Junior Academy
- 5 – Lee Brigg Infant and Nursery School
- 6 – Crofton Infants' School
- 7 – Normanton Common Primary Academy

## East Hub Schools

- 8 – Churchfield Primary School
- 9 – King's Meadow Academy
- 10 – West End Academy
- 11 – South Kirkby Academy
- 12 – Ackworth Mill Dam School
- 13 – Cherry Tree Academy



## Why Choose Waterton?

Everything we do is about creating a team of committed professionals who share our ambition for young people.

We are committed to providing employees with a safe, healthy and supportive environment in which to work.

We seek to reduce disadvantages, discrimination and inequalities of opportunity. We promote diversity.

We recognise the need to support staff to enable a healthy work life balance.

We are able to draw upon expertise from across the trust. Colleagues collaborate and share best practice through a number of trust wide networks.

Our partners are of the highest quality and colleagues have the opportunity to work alongside sector leaders such as the EEF and Research School Network.

Flexible working arrangements are promoted across the trust where possible, to enable our staff to manage their work life and family commitments.







# About the Trust (Continued)

## Partners and Projects

Investing in people and in partnerships is key to ensuring excellence and is something that as a trust we are extremely passionate about.

Quality professional development is delivered by colleagues from across the trust to all members of our team.

We are proud to call ourselves an outward facing organisation and are advocates of sharing best practice and being contributors to the wider system leaders' network. We therefore encourage colleagues to take up opportunities and engage in projects outside of the trust.

Below are examples of some of the partners, projects and opportunities that Waterton Academy Trust colleagues experience.

I started my teaching career as an ITT student through the Waterton and Leeds Trinity partnership. I enjoyed the ITT course and found the training on offer, especially within Waterton, to be extremely beneficial. The course was challenging, supportive and a great deal of fun. The fact that there is a job at the end for successful students is the cherry on the cake!

**Robyn**

**Year 2 Teacher (RQT)**



Education  
Endowment  
Foundation

A collaborative partnership between Wakefield Local Authority, Wakefield System Leaders and Doncaster Research School. Supported by funding from the Education Endowment Foundation and Wakefield Council. The primary project is led by Waterton's CESO and Waterton LLEs are involved throughout.

A partnership through which EBE and Waterton Academy Trust (and the broader Waterton network) collaborate to offer professional learning to teachers and leaders.



**Evidence Based  
Education**



**Apprenticeships**

The desire to invest in all colleagues has seen the trust become an apprenticeship provider. The first apprenticeship to be designed was the Level 3, Supporting Learning in Primary Schools. The Trust is currently designing further courses to support early career progression.

Investing in future leaders has seen the trust create a strong relationship with Learners First. Colleagues have full access to NPQ courses, with NPQH and NPQEL cohorts working together in the CfE.



**Learners First**  
Schools Partnership  
Connecting People. Promoting Excellence



# Job Description

<b>Title</b>	Headteacher
<b>Responsible for</b>	Carrying out the professional responsibilities of a Headteacher and upholding the National Standards of Excellence for Headteachers.
<b>Accountable to</b>	Academy Standards Committee , Chief Executive Officer (CEO) & Board of Trustees

## Purpose of the Post

Headteachers occupy an influential position in society and shape the teaching profession. They are lead professionals and significant role models within the communities they serve. The values and ambitions of Headteachers determine the achievements of schools. They are accountable for the education of current and future generations of children. Their leadership has a decisive impact on the quality of teaching and pupils' achievements in the nation's classrooms. Headteachers lead by example the professional conduct and practice of teachers in a way that minimises unnecessary teacher workload and leaves room for high quality continuous professional development for staff. They secure a climate for the exemplary behaviour of pupils. They set standards and expectations for high academic standards within and beyond their own schools, recognising differences and respecting cultural diversity within contemporary Britain. Headteachers, together with those responsible for governance, are guardians of the nation's schools.

## Leading Teaching and Learning

Responsibility for maintaining and developing the quality of teaching and learning within a successful learning culture.

- The skills and vision to support continuous school development
- Demonstrate personal enthusiasm for and commitment to the learning process, including the principles and practice of effective teaching and learning
- The ability to access, analyse and interpret information
- Adopt a bold and challenging approach to local and national changes in education and develop relevant strategies for performance improvement

## Developing Self and Working with Others

To develop effective relationships and communication which underpin a professional learning community that enables everyone in the school to achieve.

- Demonstrate good interpersonal skills
- Foster an open, fair, equitable culture and manage conflict
- Develop, empower and sustain individuals and teams within the school
- Collaborate and work with others within and beyond the school
- Give and receive effective feedback and act to improve personal performance
- Accept support from others including colleagues, governors and the Trust
- Show commitment to working as part of the Trust



## **Managing the Organisation**

- Provide effective organisation and management of the school, including sound financial management and seek ways of improving organisational structures and functions based on rigorous self-evaluation.
- Ensure that the school and the people and resources within it are organised and managed to provide an efficient, effective and safe learning environment. This includes adhering to safe employment procedures which place the safety of children and young people at the heart of all practices.

### **To build a successful organisation through effective collaboration with others**

Establish and sustain appropriate structures and systems

- Manage the school efficiently and effectively on a day-to-day basis
- Delegate, management tasks and monitor their implementation
- The ability to prioritise, plan and organise themselves and others
- Make professional, managerial and organisational evidence-based decisions to make informed judgements
- Think creatively to anticipate and solve problems

## **Securing Accountability**

The Headteacher is legally and contractually accountable to the Governing Body for the school, its environment and all its work. The Headteacher also must fulfil the wider accountabilities in relation to pupils, parents, carers, the Trust and other relevant groups.

- Demonstrate political insight and anticipate trends
- Engage in the systematic and rigorous self-evaluation of the work of the school and work closely with the Governing Body to ensure that effective school self-evaluation informs school improvement priorities.
- Collect and use a rich set of data to understand the strengths and weaknesses of the school
- Combine the outcomes of regular school self-review with external evaluations in order to develop the school

## **Strengthening Community**

The Headteacher will engage with the internal and external school community to secure equity and entitlement. This includes collaborating with other schools and with parents and carers and other agencies for the well-being of all children and developing extended services to meet the needs of the community.

- Recognise and take account of the richness and diversity of the school's communities
- Engage in a dialogue which builds partnerships and community consensus on values, beliefs and shared responsibilities
- Listen to, reflect and act on community feedback
- Build and maintain effective relationships with parents/carers, partners and the community to enhance the education of all pupils.

## Safeguarding and Promoting the Welfare of Children

- To have substantial knowledge and effective experience of addressing all safeguarding issues and ensure that safeguarding is embodied within the school culture.
- Have knowledge and understanding of statutory requirements to keep all our children and adults that are part of our community safe.
- Identify key features of staff recruitment and comply with safer recruitment procedures.
- Develop and introduce policies and practices that minimise opportunities for abuse or ensure its prompt reporting.

**Employment Duties:** To be performed in accordance with the provisions of the School Teachers' Pay and Conditions Document and within the range of headteachers' duties set out in that document.

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I have worked for Waterton Academy Trust for nearly 5 years and during this time I've watched it grow into something unique and exciting, providing fantastic opportunities for both pupils and staff. I really feel we are the Waterton family and I have never before worked with a group of more passionate, hard-working and committed individuals. We pull together when things get tough and are always willing to go that extra mile.

**Pam**

**Chief Finance Officer**







Waterton Academy Trust's strength lies in its people. Everyone is very open and supportive; I can approach colleagues for advice and guidance when it is needed. The school improvement team are skilled and knowledgeable, and I have the opportunity to work alongside valued peers in other schools nearby. Because of this network of dedicated Waterton colleagues, I can focus on each child fulfilling their potential in school, which is the fundamental tenet of the Trust.

**Clare**  
**Headteacher**







“

I am both proud and privileged to be part of Waterton Academy Trust, which strives to provide an outstanding education for all its children. It is a place where individuals are nurtured, valued and encouraged to flourish and succeed. Commitment, passion and hard work are rewarded with opportunity for personal development; in my own case I have undertaken a journey from Class Teacher, to School Leadership, Trust Lead for our Initial Trainee Teachers and now embarking on a National Professional Qualification for Headship. The ethos of our Trust is 'success is a shared experience', I have wholeheartedly found this to be the case and I am honoured to be part of it

**Sally**

**Deputy Headteacher, Class Teacher**



# Next Steps



## Further Details

Interested candidates are encouraged to visit South Kirkby Academy. Candidates can rest assured that visits will be conducted in a Covid secure manner. In order to arrange a visit, or for further information about the post, please contact the HR team on 01924 865146.

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## To Apply

Applicants are requested to submit a completed application form which can be downloaded from the recruitment page on the trust's website. [www.watertonacademytrust.org](http://www.watertonacademytrust.org)

Completed applications are to be returned to [hr@watertonacademytrust.org](mailto:hr@watertonacademytrust.org) or to the trust address by the closing date below.

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**Closing Date:** 24<sup>th</sup> May 2021

**Shortlisting:** 25<sup>th</sup> May 2021

**Interviews:** 27<sup>th</sup> & 28<sup>th</sup> May 2021

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Waterton Academy Trust is committed to safeguarding and promoting the welfare of Children and Young People and expects all staff and volunteers to share this commitment. An enhanced disclosure from DBS will be required for this post.

Waterton Academy Trust is wholly committed to ensuring children and young people are fully supported and safe. We are dedicated to the safeguarding of all children and young people whilst promoting their welfare and expect all staff and volunteers to share this responsibility.

Waterton Academy want to ensure that all employees, future employees and applicants are treated equally regardless of age, disability, gender reassignment, marriage and civil partnership, maternity, race, religion and belief, sex and sexual orientation.



I feel so lucky to be part of it all!

**Vikki**

**Chief Operations Officer**





# WATERTON

ACADEMY TRUST®



**Waterton Academy Trust**  
**The Grove, Walton,**  
**Wakefield,**  
**WF2 6LD**