

HEADTEACHER RECRUITMENT PACK



BARRS COURT SCHOOL
Barrs Court Road, Hereford,
HR1 1EQ
01432 265035

www.barrscourtschool.co.uk

Together we empower and believe to thrive and achieve'

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Dear Applicant,

Thank you for your interest in the post of Headteacher of Barrs Court School, on behalf of the pupils, staff and Trustees I would like to warmly welcome you to Barrs Court School.

Barrs Court is a wonderful place where there is a genuine, friendly and welcoming atmosphere which you will feel as soon as you enter the school. This is because one of our fundamental aims is to ensure we provide a calm, supportive and safe environment for everyone.

All the staff team are caring and together we make a strong, dedicated team where every child and young person is treated with the proper respect to ensure that their rights, needs and aspirations, personal preferences and pathways remain central to the school's organisation. We also want our pupils to be empowered and to benefit from a meaningful and rewarding adulthood.

To achieve this we are committed to ensuring that we work in partnerships with our families, and also in collaboration with a wide range of professionals who can guide and support us in meeting the individual needs of our pupils, and therefore together contribute to enabling all pupils to learn, thrive and achieve.

We also recognise that by further developing strong links with the community we are promoting positive attitudes towards our pupils and the social inclusion of all, whilst developing access and opportunities, to continuing lifelong learning in adult life. In unison we are also enhancing the opportunities available to our pupils to make a unique contribution to their family, school and local community.

Barrs Court is part of a growing Multi-Academy Trust and the recruitment of the headteacher post is in preparation for further schools joining us in the near future as the right candidate will also be working within the Executive Leadership Team to fulfil the future vision for the Trust as well as the school.

We are looking for a leader who is able to demonstrate their commitment to our vision and values for all our learners .

Lisa Appleton, CEO

About Us - Barrs Court School



At Barrs Court our unified values, vision and aims are at the core of everything we do to ensure that we can make a significant contribution that will lead to ever improving outcomes for our students so that they are empowered to benefit from a meaningful, contributing and rewarding adulthood.

Our vision of excellence is encapsulated in our Mission Statement;

*'Together we empower
and believe
to thrive and achieve'*

Our Vision

Progress towards realising our vision is planned via the implementation of a set of overarching objectives as follows:

- ♦ to achieve maximum personal independence and active community participation.
- ♦ to empower self-advocacy through effective communication for choice and control.
- ♦ to aspire to ambitious personal pathways, progress and achievement within a functional context.
- ♦ to develop and maintain active social opportunities, health and wellbeing.
- ♦ to ensure continuity of life-long learning
- ♦ to achieve maximum personal independence and active community participation.

This is underpinned by our aspirational and fundamental aims stating how we will achieve our vision.

Our Aims

We will continue to facilitate a centre of excellence in which the educational and therapeutic needs of children young people with special educational needs and disabilities (SEND) can be addressed effectively and within a learning environment that is safe, relevant, inclusive and purposefully creative and enjoyable. All contributions and achievements will be recognised and celebrated.

The school will treat each of its pupils with respect and ensure that their rights, needs, aspirations and personal preferences remain central to the school's organisation and they are empowered to benefit from a meaningful, contributing and rewarding adulthood.

The high quality curriculum will be broad, creative and appropriate with access to the curriculum driven by individual pupil need. This will be mirrored by the teaching and assessment approaches delivered by a dynamic, skilled and passionate staff team who, with all stakeholders, place high expectations which will be delivered in a skilled and confident manner

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Characteristics

Barrs Court School is a Secondary Special School that makes provision for pupils aged 11-19 years with a diverse range of special educational needs and learning disabilities; predominantly severe, profound and complex.

The school currently has 95 pupils on roll. The number of pupils on roll for the secondary phase has remained almost static since the previous inspection in November 2022.

The school is currently oversubscribed in years 7 to 11; there is a 'waiting list' for pupils and there is already a pressure for places at Year 7 for September 2025.

The catchment for the school is predominantly rural and extends across the county of Herefordshire.

All pupils have an Education, Health and Care Plan .

The majority of pupils enter Barrs Court School at Key Stage 3 (Year 7 Transition), with many of our pupils transferring from Blackmarston School, the primary special school situated in Hereford which has recently joined our MAT (at the start of 2025).

Since September 2022 it has been necessary for the school to operate a split site, with KS3 based in the school's original buildings (known as main school) and KS4 based at Barrs Court @ The Hub in Symonds Street (Previously the KS5 site).

In 2017 the Barrs Court Trust were successful in a bid to work with the DfE and Herefordshire LA to build and lead an age 16 -19 specialist college for pupils with SEND in Herefordshire.

The Beacon College subsequently opened in September 2021. All 43 pupils who attended the Post 16 provision at Barrs Court chose to transition to the new college.

There are currently no Post 16 pupils attending Barrs Court School.

Breakdown of SEN within current Barrs Court Cohort

Special Educational Need	% of students with this SEN
Profound and Multiple Learning Disability	6.32
Physical Disability	3.16
Other Difficulty/Disability	21.05
Multi Sensory Impairment	2.11
Moderate Learning Disability	13.68
Specific Learning Disability	3.16
Visual Impairment	1.05
Speech Language and Communication Needs	31.58
Social, Emotional and Mental Health	2.11
Severe Learning Difficulty	44.21
Autistic Spectrum Disorder	43.16
Developmental Delay	1.05
Global Developmental Delay	2.11



About Us - Accordia Academies Trust



Accordia Academies Trust (MAT) was established in April 2022 after the successful conversion of Barrs Court Trust in preparation for the opening of The Beacon College, a Free Special School, in September 2021. In March 2025, Blackmarston School, a primary special school joined the Trust.

The Trust Board is determined to see a high performing and successful Multi-Academy Trust that delivers the very best educational experience for the pupils and students attending our schools and college. Our schools and college play a key role in the community by offering our children and young people opportunities to grow and thrive, academically, socially and emotionally. We want our children and young people to be confident, resilient and as independent as possible

To achieve this, we are committed to ensuring that we work in partnerships with our families, and also in collaboration with a wide range of professionals who can guide and support us in meeting the individual needs of our pupils and students and therefore together contribute to enabling all pupils and students to learn, thrive and achieve.

We also recognise that by further developing strong links with the community we are promoting positive attitudes towards our pupils and students and the social inclusion of all, whilst developing access and opportunities for continuing lifelong learning in adult life. In unison we are also enhancing the opportunities available to our pupils to make a unique contribution to their family, school and local community.

At the heart of our vision is the drive to provide outstanding, high quality education for SEND in our locality. Our schools work closely with each other and with other schools, colleges and education providers, external professional agencies and the Local Authority to achieve this. The MAT Board will be open to further schools, especially specialist settings wishing to join us in our journey.

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Dear Applicant,

Thank you for your interest in the role of Headteacher at Barrs Court School. On behalf of the Trustees of Accordia Academies Trust, I am delighted to provide you with this application pack, which outlines an exciting opportunity to lead an exceptional special school dedicated to the education and well-being of all our pupils.

Barrs Court School is a unique and inspiring community that strives to enable every pupil to achieve their full potential. With a reputation for excellence in inclusive education, the school is underpinned by a dedicated team of professionals, strong parental partnerships, and a supportive network within the Accordia Academies Trust. Our shared mission is to ensure the highest quality education, nurture individual aspirations, and provide a safe and stimulating environment where pupils thrive.

As Headteacher, you will have the opportunity to build upon the school's outstanding achievements and further develop its strategic vision. This is a pivotal leadership role, requiring a compassionate, innovative, and highly skilled individual who can inspire and lead both staff and pupils, while working collaboratively with the CEO, trustees, parents, and the wider community. We are seeking a leader with a proven track record in educational leadership, a deep understanding of SEND, and the ability to champion a culture of excellence and inclusion.

Accordia Academies Trust is committed to supporting its leaders and staff through professional development, shared resources, and collaborative opportunities. As headteacher of Barrs Court School, you will be a key member of the trust's leadership team, contributing to its wider vision of transforming lives through education.

We warmly invite you to visit Barrs Court School to experience its vibrant and welcoming community first hand.

We look forward to receiving your application and learning more about how your skills and experiences align with our aspirations for Barrs Court School. This is an extraordinary opportunity to make a profound impact on the lives of our pupils, their families, and the wider community.

Thank you once again for your interest, and we wish you the very best in your application.

Yours sincerely,

Trevor Gregory

Chair of Trustees

Accordia Academies Trust



Recruitment Information and Guidance

Safer Recruitment

Accordia Academies Trust (AAT) and its schools are committed to safeguarding and promoting the welfare of children, young people and adults and expects all staff and volunteers to share this commitment. We follow robust safer recruitment processes during all recruitment.

Equal Opportunities

We are an equal opportunities employer and welcome applications from candidates of all ages, backgrounds and those with disabilities.

Applications

Official application forms must be completed. CVs will not be accepted.

Applications must be sent by email to: scooke@accordiatrust.co.uk before the closing date noted on the previous page.

Late applications will only be considered in exceptional circumstances at the discretion of the Trust.

Your application form is an important part of the recruitment process. The decision whether or not to shortlist you for interview will be based on the information you provide on your application form, it is therefore important that you provide relevant information to support your application. You are advised to review the job description and personal specification before completing your application. If you do not clearly demonstrate how you meet the essential criteria in the person specification, you will not be shortlisted for interview.

If you have any questions about the completion of this form please contact scooke@accordiatrust.co.uk for assistance.

References

You must provide details of two referees on your application form. One should be from your present/ relevant employer (or your last employer if unemployed). You may request that referees are not contacted prior to shortlisting, however once shortlisted, you should expect that a reference will be requested.



Employment 'Gaps'

You should identify and explain any gaps in your employment history on your application form. These will be discussed with you in further detail at the interview stage if you are shortlisted.

False Information

Providing false information in support of an application for employment is an offence and could result in your application being rejected or summary dismissal if appointed. If there are serious safeguarding concerns, the Trust reserves the right to make a referral to the police.

Canvassing

You must declare any personal or business relationship with any employee, Trustee or Member of AAT or any of its schools on your application form. Canvassing or the failure to make proper disclosure will disqualify your application or, if appointed, will render you liable to dismissal without notice.

Shortlisted Candidates

Notification

Shortlisted candidates will be invited for interview by email.

If you are required to prepare anything in advance of the interview, you will be given full details when you are contacted.

You will be required to bring evidence of your identity and stated qualifications to the interview.

You will also be asked to complete a self-disclosure form, which should be returned before the interview (see Rehabilitation of Offenders Act 1974 below)

If you have not heard from us within 10 days of the closing, you should assume that your application has not been successful.

On-line Checks

In accordance with Keeping Children Safe in Education, the Trust will undertake reasonable and proportionate on-line checks on shortlisted candidates.

Rehabilitation of Offenders Act 1974

All posts involving direct contact with children are exempt from the provisions of the Rehabilitation of Offenders Act 1974. However, amendments to the Exceptions Order 1975 (2013 and 2020) provide that certain spent convictions and cautions are 'protected'. These are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on <https://www.gov.uk/government/publications/dbs-filtering-guidance/dbs-filtering-guide>

If you are shortlisted, you will be asked to complete a Self-Disclosure Form in order to declare any whether you are barred from working with children, or whether you have convictions that would make you unsuitable to work with children or in the role that you have applied for.

If your application is successful, the information that you have self-disclosed will be checked against information from the Disclosure & Barring Service before your appointment is confirmed.

It is an offence to apply for a role engaging in regulated activity if you are barred from working with children or vulnerable groups. (Safeguarding Vulnerable Groups Act 2006).

Successful Applicants

Any offer of employment following a successful interview is provisional and subject to satisfactory clearances being obtained, these include:

- DBS & Barring
- Right to Work
- Prohibition checks
- Medical Clearances
- Satisfactory references
- Satisfactory on-line checks

The Trust reserves the right to withdraw a provisional offer of employment at any stage during the recruitment process.



DBS and other checks

All employees of the Trust are subject to Enhanced Disclosure and Barring and Right to Work checks. Other checks to be undertaken will depend upon the role but may include Barring, Prohibition from Teaching, Section 128, Child Care Disqualification etc. (Note: this list is not exhaustive and the Trust reserves the right to carry out all checks necessary to comply with statutory requirements and our commitment to safer recruitment.)

Probation

All employees joining the Trust are subject to a probation period of 6 months.

Data Protection

The Data Protection Act 2018 (the UK's implementation of the General Data Protection Regulation (GDPR) Data Protection Act 1998) places responsibilities on us to process personal data that we hold in a fair and proper way. The information you give us will be kept confidential and will only be used for the purpose of personnel management.

The Trust may contact other organisations (such as the Disclosure and Barring Service, previous employers, education establishments, etc) to check the information you have given on the application form. The information will be stored securely, both manually and electronically and destroyed after 12 months (maximum) if your application is unsuccessful. If we offer you a job, we will use some of the information you give us on the application form in your contract of employment.



Specific Information regarding this position

Role	Headteacher of Barrs Court School
Employer	Accordia Academies Trust
Reporting to	CEO and The Board of Trustees
Salary	Leadership Scale
Level	Group 5 L20 to L27
Contract/Hours	Permanent, Full Time
Start Date	1st January 2026 (or earlier by negotiation)
Closing Date for Applications	Friday 13th June 2025
Shortlisting Date	Monday 16th June 2025
Interview Dates	Week Beginning 23rd June 2025

Visiting the School

Visits to the school to find out more about the post are warmly welcomed.

To arrange a suitable time, please email our Administrator Shelley Cooke

email: scooke@accordiatrust.co.uk

