



St Mary's Priory Schools
Old Priory Junior Academy
Plympton St Mary C of E Infant School



Flourishing Communities

Headteacher

Recruitment Pack

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Flourishing Communities



Welcome

Thank you for showing an interest in this very exciting opportunity, leading the transition of these two schools into a one form entry primary school.



Old Priory and St Mary's represent what being in St Christopher's Trust is all about, collaboration for improvement!

Both schools have worked hard to overcome significant challenges and now, as part of the Trust, are looking to **amalgamate and become St Mary's Priory School.**

Plans are in hand and the schools require a leader who can take them through this next phase, reforming as one community.

Leading through this transition, you will need to have a clear vision and be able to work with and through others to bring out the best in everyone. You will have the full support and expertise of Trust specialist teams to bring the plans to fruition and of course, a talented staff on the ground who are deeply invested in the Plympton community.

So, if this opportunity sounds exciting and you are ready for a new challenge, please get in touch.

Plympton St Mary's and Old Priory are brilliant schools with a great united future.

With very best wishes

Jo Evans CEO

St Christopher's Cof E Primary Multi Academy Trust

Plympton St Mary Infants

- **4 to 7 year olds**
- **Number on Roll: 99**
- **Church of England School**
- **Ofsted: Good 2023**
- **SIAMS: Good 2019**



Our Curriculum

Our curriculum follows the statutory requirements of the National Curriculum supplemented by opportunities to provide enrichment, inspire curiosity, and support the development of every child's academic, social, communication and wellbeing needs.

[Curriculum Overview - Plympton St Mary Church of England Infants \(plymptonstmaryinfants.com\)](https://plymptonstmaryinfants.com/curriculum-overview)

Vision and Values

'Let all that you do be done in love'

[Vision and Values - Plympton St Mary Church of England Infants \(plymptonstmaryinfants.com\)](https://plymptonstmaryinfants.com/vision-and-values)

Forest School

[Forest School - Plympton St Mary Church of England Infants \(plymptonstmaryinfants.com\)](https://plymptonstmaryinfants.com/forest-school)

Our Schools

www.oldpriory.com

www.plymptonstmaryinfants.com

St Mary's Priory Schools

Old Priory Junior Academy

Our Curriculum

In addition to providing an enriching curriculum, we value core subjects and weave our work in reading, writing and maths, across our teaching. We ensure that children become effective communicators and are confident with numbers.

[Curriculum Overview - Old Priory Junior Academy](https://oldprioryjunioracademy.com/curriculum-overview)

Vision and Values

Our aims are educating for:

Wisdom, knowledge, skills

Hope and aspiration

Community and living well together

Dignity and respect

[Vision and Values - Old Priory Junior Academy](https://oldprioryjunioracademy.com/vision-and-values)

- **7 to 11 year olds**
- **Number on Roll: 205**
- **Ofsted: Good 2023**





St Mary's Priory schools

Here's what community say about their schools

"My son is thriving at Old Priory. I feel I'm always informed too." Parent

"We have a strong team who are ready to listen." Staff

"The teachers are all very friendly and helpful, I'm always greeted with a smile and they speak positively about my child." Parent

"After school clubs have improved and my child enjoys the activities on offer." Parent

"My two children have loved school since day one at St Mary's and I'm really happy with the progress they're making." Parent

"The school has good values." Parent

"I really love my job and I'm always happy to come in every day. I love a challenge and trying to learn new things." Staff

"The school go above and beyond for my SEN child." Parent





'We're looking forward to meeting our new Headteacher'

We asked some of the parents what qualities they would like in their new headteacher.

"To be present as much as possible and do a couple of mornings or afternoons on the school gate" Parent

"Keep the warm family approach, lived experience of SEN with a view to deliver specific training to all staff to help them in their roles" Parent

"Keep the personal touch and the focus on 'Love in all WE do'" Parent

"A 'hands on approach', knowing the children's names and their likes/dislikes." Parent

"Taking the time to welcome the children and be present at events , it shows the children and parents a level of care that makes the schools environment feel safe, secure and valued" Parent

"Hold parent workshops and for our SENDs, coffee mornings to continue" Parent



St Christopher's is a charitable Trust, responsible for providing education across 19 community and Church of England primary schools in Devon, Plymouth and Torbay.

St Christopher's Multi Academy

www.stchristophersmat.org



Mrs Jo Evans

Every St Christopher's school is a wonderful place of learning for both pupils and staff. We work Collaboratively, drawing on the skills and expertise of all our staff.

We have a strong focus on pedagogy and a deep commitment to provide the best provision for all our pupils.

We seek to ensure that within our values framework, schools have enough autonomy to make local decisions that best support the uniqueness of each school community whilst also encouraging a sense of collective responsibility and partnership.



Our Trust

#PowerOfUs

We have a core belief that we are better together.

This includes HR support, financial management, premises, health and safety as well as our team of School Improvement Leaders.

We see learning and leadership development as a continuous process that includes everyone.

St Christopher's Trust—Flourishing Communities

A Rich Programme of CPD

Our CPD events and courses are designed to support leaders, teachers, governors and Business Support staff at their various stages of leadership development.

Most courses are available to all in Primary Education

To View our programme:

www.stchristophersmat.org/news-events/ or

Our [People Matter Brochure](#)



Our Trust

People Strategy

Investing in People

Our people are the greatest asset we have. Every person plays a critical role in improving our schools and enabling our pupils to flourish.

At St Christopher's we are being intentional about how we discover and welcome new people and ensure all in the Trust belong and grow.

A Forward Thinking Aspirational Employer

We are committed to equality of opportunity and excellence in all our people practices, from our recruitment, induction and welcoming of new staff to our policy setting, employee voice practices and career development opportunities.

Our newly launched St Christopher's People Strategy has established our commitment to providing a culture that fosters continuous professional development (CPD) and employee **engagement**. **At St Christopher's, we offer a powerful package of CPD to support you in the**



Mrs Rachel Martin

Chief Finance & People Officer

development of your career, but also in the development of yourself.

We each have different career aspirations, from doing our best in our current role through to **career progression**. **But it's not just about your career, it's also about you; so our offer is being** further developed to provide personal development courses.

Celebrating Diversity

We believe in offering a working environment that celebrates individuality, diversity and inclusion and represents the communities we serve.

Headteacher

Important Information

Application Process

Please submit your application via our Face-Ed application portal

[//stcmat.face-ed.co.uk/Vacancies](https://stcmat.face-ed.co.uk/Vacancies)

The details of this vacancy and a link to Face-Ed application portal can be found on our website

School Tours

For those interested in applying for the Headteacher role, a tour of both schools will take place on the following dates:

Tuesday 26 March 2024 16:30

Monday 15 April 2024 10:00

To book your place, please email hr@stcmat.org

To Talk about the Role

If you would like to talk about the role prior to your application, please get in touch with sean.millar@stcmat.org

Important Dates

- **Closing Date:** Tuesday 16 April 2024
- **Interview Dates:** Monday 29 April 2024
Tuesday 30 April 2024

Headteacher

Job Description

Hours/Term:	Full Time/Permanent
Salary:	Leadership Pay Scale L9- L13 (£57,482 to £63,430)
Benefits:	Teachers Pension Scheme High quality Employee Assistance Programme for staff and their families Cycle to work scheme Commitment to personal development and CPD Thorough and supportive induction process
Location:	Old Priory Junior Academy and Plympton St Mary's C of E Infants School
Responsible to:	The Governing Body of the Schools and The Trustees of St Christopher's Multi Academy Trust

Key Purpose of role

- To provide dynamic and professional leadership that enables the schools to work in partnership with St Christopher's Trust to provide every pupil with a high quality, principled education
- To inspire, challenge, motivate and empower all members of the school community to contribute and carry the vision forward
- To manage the school's resources effectively and creatively and cultivate a safe environment that secures and promotes the highest achievement of both pupils and staff
- To promote the school in the wider community, building strong partnerships with parents and carers to support pupils' achievement and personal development

Key Duties

Accountabilities

- Carry out duties in line with the conditions of employment as set out in the current Teachers' Pay and Conditions document, the National Standards of Excellence for Headteachers and the policies and procedures of the Trust's Governing Body

Strategic Direction and Shaping the Future

- Work with the Local Governing Body and other key stakeholders to ensure the vision for the school is clearly articulated, shared and acted upon effectively by all
- Work within the school community to translate the vision into agreed objectives and operational plans, which will promote and sustain school improvement
- Demonstrate the vision and values in everyday working practice
- Motivate and work with others to create a collaborative culture and positive environment
- Ensures that strategic planning takes account of the diversity, values and experience of the school and community at large
- Alongside the Local Governing Body formulate, implement, monitor and evaluate policy and practice
- Maintain a keen awareness of developments in education, teaching and learning to ensure that the school is able to meet current and future requirements and resources are secured

Leading Learning and Teaching

- Ensure a consistent and continuous school-wide focus on pupil's achievement, using data and benchmarks to monitor the progress of every child's learning
- Ensure that the curriculum is regularly reviewed, evaluated and updated, taking account of local and national initiatives, policies and statutes
- Ensure that learning is at the centre of strategic planning and resource management
- Establish creative, responsive and effective approaches to learning and teaching
- Ensure a culture and ethos of challenge and support where all pupils can achieve success and become engaged in their own learning
- Demonstrates and articulate high expectations and set challenging targets for the whole school community
- Implement strategies which secure high standards of behaviour and attendance
- Determine, organise and implement a diverse, flexible curriculum and implement an effective assessment framework
- Monitor, evaluate and review classroom practice and promotes improvement strategies
- Develop middle and senior leaders to support school improvement and develop a sustainable school
- Challenge underperformance at all levels and ensures effective corrective action and follow up is undertaken in line with Trust policy
- Take a strategic role in the development of new and emerging technologies to enhance and extend the learning experience of pupils
- Communicate and work closely with families directly and via the staff team to ensure that learning is supported at home

Developing Self and Working with others

- Take responsibility for own personal development by participating positively in the Headteacher performance appraisal process
- Develop and maintain effective strategies and procedures for staff induction, professional development and performance review
- Treat people fairly, equitably and with dignity and respect to create and maintain a positive school culture
- Ensure effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities
- Acknowledge the responsibilities and celebrate the achievements of individuals and teams
- Develop and maintain a culture of high expectations for self and for others and take appropriate action when performance is unsatisfactory
- Build a collaborative learning culture within the school and actively engage with other schools in the Trust and beyond to build effective learning communities
- Manages personal workload and that of others to allow an appropriate work/life balance
- Review annually the professional development of all staff at the school and report progress, actions, and recommendations to the governing body

Managing the Organisation

- **Work with the Trust and local governors to maintain an organisational structure that reflects the school's values,** and enables the management systems, structures and processes to work effectively in line with legal requirements
- Produce and implement clear, impact-focussed, evidence-based improvement plans and policies for the development of the school and its facilities
- **Manage the school's financial and human resources effectively and efficiently to achieve the school's** educational goals
- Recruit, retain and deploy staff appropriately work with the Trust and local governors to ensure that the school operates efficient and effective financial and administrative procedures, setting appropriate priorities for expenditure, allocating funds and ensuring effective financial control, in accordance with the requirements laid down by the Trust
- Manage and organise the school environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations

Securing Accountability

- Fulfil commitments arising from contractual accountability to the Trust
- Develop a school ethos, which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes
- Ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation
- Work with the Local Governing Body (providing information, objective advice and support) to enable it to meet its responsibilities
- **Develop and present a coherent, understandable and accurate account of the school's performance to a range of audiences including parents and carers**

Strengthening Community

- Build a school culture and curriculum that takes account of the richness and diversity of the school community
- Ensure learning experiences for pupils are linked into and integrated with the wider community and that there are a range of community-based learning experiences
- Actively engage with Trust, with other schools within and beyond the Trust, and with educational partnerships to support joint learning, share best practice, and extend available resources and training
- Create and promote positive strategies to promote single equality and challenge any prejudice
- Collaborates with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural well-being of pupils
- **Creates and maintains an effective partnership with parents and carers to support and improve pupils' achievement and personal development**
- Seek opportunities to invite parents and carers, community figures, businesses or other organisations into the school to enhance and enrich its value to the wider community and vice versa

Safeguarding

- Responsible for promoting the welfare of all children and young people
- Keep up to date with all areas of Safeguarding responsibilities across the school
- Co-operate and work with relevant agencies to protect children
- Create an organisational culture which prioritises and monitors the safeguarding of children and young people
- Ensure all paperwork is kept up to date and secure

This list is not exhaustive and may require additional work commensurate with the post

This job description may be amended at any time in discussion with the Director of School Improvement/LGB

Headteacher

Person Specification

Candidates should evidence as part of their personal statement how they meet the following criteria.

	Essential	Desirable	Tested by
Professional Qualifications	<ul style="list-style-type: none"> Qualified teacher with Qualified Teacher status Evidence of continuing professional development relating to school leadership and curriculum development 	<ul style="list-style-type: none"> NPQH 	<ul style="list-style-type: none"> Application Document inspection at interview
Relevant experience	<p><i>Shortlisting will be based on your ability to show evidence of:-</i></p> <ul style="list-style-type: none"> Significant Senior leadership experience with a track record of improving provision and outcomes Active participation to promote and safeguard pupils' welfare Collaboration, recognising and drawing on the expertise of others 	<ul style="list-style-type: none"> Leadership experience in more than one setting Experience of working in a church school, under the SIAMS inspection framework 	<ul style="list-style-type: none"> Application Interview
Teaching and Learning	<p><i>Shortlisting will be based on your ability to show evidence of:-</i></p> <ul style="list-style-type: none"> Support the development of a broad and balanced curriculum Develop highly inclusive practice that removes barriers to learning Support other staff to flourish in their roles 	<ul style="list-style-type: none"> Passion for a specific aspect of curriculum that has made an impact 	<ul style="list-style-type: none"> Application Interview

	Essential	Desirable	Tested by
Community and Culture	<p><i>Shortlisting will be based on your ability to show evidence of:-</i></p> <ul style="list-style-type: none"> Promote positive and respectful relationships across the school community Actively support governance to deliver its functions effectively. 		<ul style="list-style-type: none"> Application Interview
Personal Qualities and Knowledge	<p><i>Shortlisting will be based on your ability to show evidence of:-</i></p> <ul style="list-style-type: none"> A confident leader, with a unifying vision for these two schools Clear in your spoken and written communication Understand the role of protecting and enhancing the Trust ethos, which is guided by Christian values 	<ul style="list-style-type: none"> Practicing Christian 	<ul style="list-style-type: none"> Application Interview

Subject to satisfactory references and enhanced DBS

Devon Life

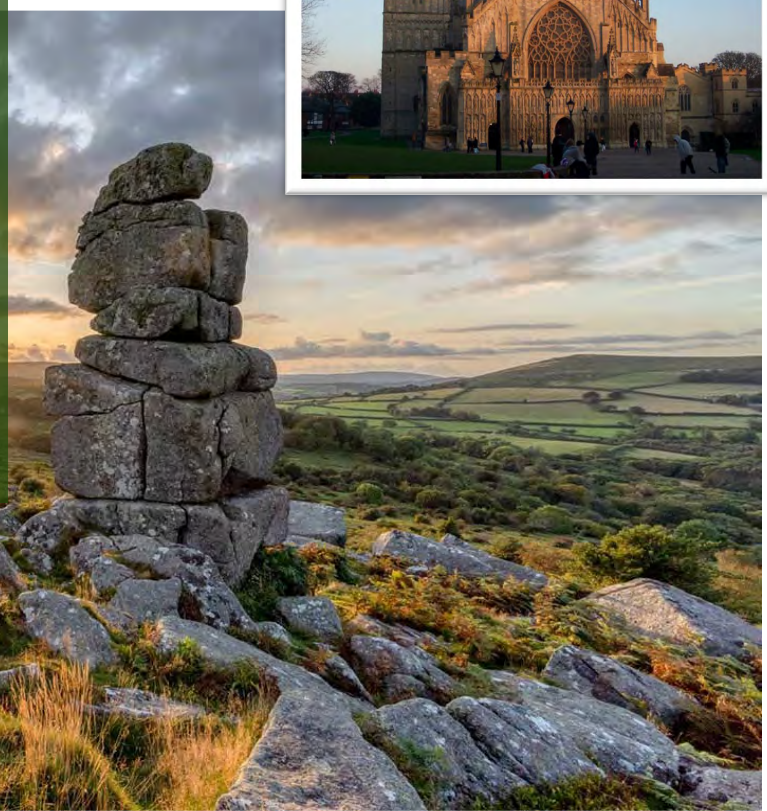
Devon is a wonderful, family friendly county to live and work.

Exeter is a fast-growing, vibrant cathedral city with historic buildings, markets and festivals throughout the year.

Plymouth offers a host of outstanding facilities and things to do, great transport links and popular shopping options.

Torbay has seaside towns with sandy beaches, an international marina, excellent shops and restaurants.

Devon's rural towns and villages, offer idyllic, peaceful country settings and ready access to the Jurassic coastline, sandy beaches and the dramatic beauty of Dartmoor.



How to Apply

To arrange an information discussion about the role please email sean.millar@stcmat.org

Please submit your application via our Face-Ed application portal

[//stcmat.face-ed.co.uk/Vacancies](https://stcmat.face-ed.co.uk/Vacancies)

The details of this vacancy and a link to Face-Ed can be found on our website

www.stchristophersmat.org/work-with-us/current-vacancies

Old Priory Junior Academy, Plympton St Mary C of E **Infant School and St Christopher's C of E (Primary)** Multi Academy Trust are committed to equal opportunities. If you require any adjustments as part of the recruitment process, please make these known through the cover email of your application.

Address

Old Priory Junior Academy
The Ridgeway, Plympton, Plymouth, Devon PL7 1QN

Plympton St Mary C of E Infants School
8 Market Rd, Plympton, Plymouth, Devon PL7 1QW

Contact details

www.stchristophersmat.org

HR@stcmat.org 07593 578639

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. An enhanced DBS check is required for all successful candidates. Candidates are encouraged to read our

