

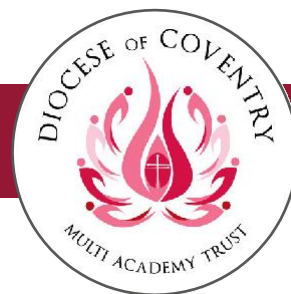


Headteacher Candidate Pack



Together, pursuing life in all its fullness

Our Trust



Thank you for your interest in joining The Diocese of Coventry Multi Academy Trust, we are delighted to provide you with an application pack. It is hoped that the information provided will be of interest and will help you to begin your journey with us.

The Diocese of Coventry Multi Academy Trust has achieved significant successes since its incorporation and has much to be proud of. The most recent academy joined the Trust in February 2021 and this grew the Trust to 19 Church of England academies, 4,500 children and 850 members of staff across the Diocese of Coventry. This scale makes us one of the 150 largest Multi Academy Trust's in the country.

Our vision, "together, pursuing life in all its fullness", is based on John 10:10 and reflects the Church of England's vision for education. You will see this come to life in all our academies every day. We offer a vision of human flourishing for all, one that embraces excellence and academic rigour, but sets them in a wider framework. We offer opportunities for children to realise their God given potential and flourish.

The Trust has remained strong through the global financial crisis and open throughout COVID19. Our team has delivered growth and tangible academy improvement, evidenced by the following improvements to Ofsted ratings:

Ofsted grade on Joining the Trust		Ofsted grade in Summer 2021	
Outstanding	0	Outstanding	1
Good	8	Good	12
Requires improvement	2	Requires improvement	4
Inadequate	8	Inadequate	1

The Trust has entered an era of change. We have recently revisited our strategic priorities to ensure they continue to be aligned with the Church of England's vision for Education, the Government's education policy and the Academies Act 2010.

Our 2020-2023 strategy focuses on five core aims, namely:

- Deliver an **excellent education**
- Ensure **strong and effective governance** at all levels
- Build a **strong and sustainable infrastructure**
- Become an **employer of choice**
- Drive **sustainable growth**

Our Trust is full of outstanding colleagues. They are comfortable with high levels of accountability for the progress of over 4,500 children. They are willing to share and learn. Above all else, they like young people and aspire to make them outstanding citizens.

We are proud to tell people that an academy has never dropped an Ofsted grade under our management and our most recent SIAMS inspection resulted in an "excellent" judgement. But we are not standing still and you would be joining the Trust at an important stage in our development. Our central support structure and our pupil numbers continue to grow. Our Board has recently signed off a new strategy, we are on the verge of another period of growth and we are reviewing our school improvement offer.

In short, we believe our Trust has a bright future and are looking for bright people who share and display our Christian values to help us get there.

Thank you once more for your interest in The Diocese of Coventry Multi Academy Trust. I hope that this introductory letter has given you a clear sense of our vision and I hope that this pack gives you a feel for what we need. We look forward to hearing from you and exploring your future with us.



Michael Cowland
Chief Executive Officer

Our Diocese



Church schools in Coventry Diocese, work in partnership with their local Church to worship God, make new disciples and transform communities, whilst delivering excellent education. The Diocesan Board of Education support and equip local partnerships between schools, governors, parishes and clergy by:

- Championing the role of the Church in education
- Protecting and developing the historic Church investment in education
- Promoting the establishment of new church schools
- Enabling Flourishing for all in Church School communities
- Facilitating creative and flexible partnerships between schools
- Encouraging collaboration to ensure excellence and distinctiveness across the family of church schools
- Supporting the professional development of staff, governors, clergy and church workers
- Providing pastoral support to school leaders and governors



April Gold
Diocesan Director of Education



The school's Christian vision, rooted in a clear, inclusive theological narrative, is the light that shines on every aspect of life at St John's. The Headteacher's energy and passion inspire everyone to be the best they can be. Diocesan training and gaining Church of England middle and senior leadership qualifications ensure staff are very well prepared for Church school leadership.

St John's is an excellent school, embracing its Christian vision, and associated values, in order that all may flourish, shine and project their light further afield for the common good.

St John's CofE Academy
SIAMS 2019



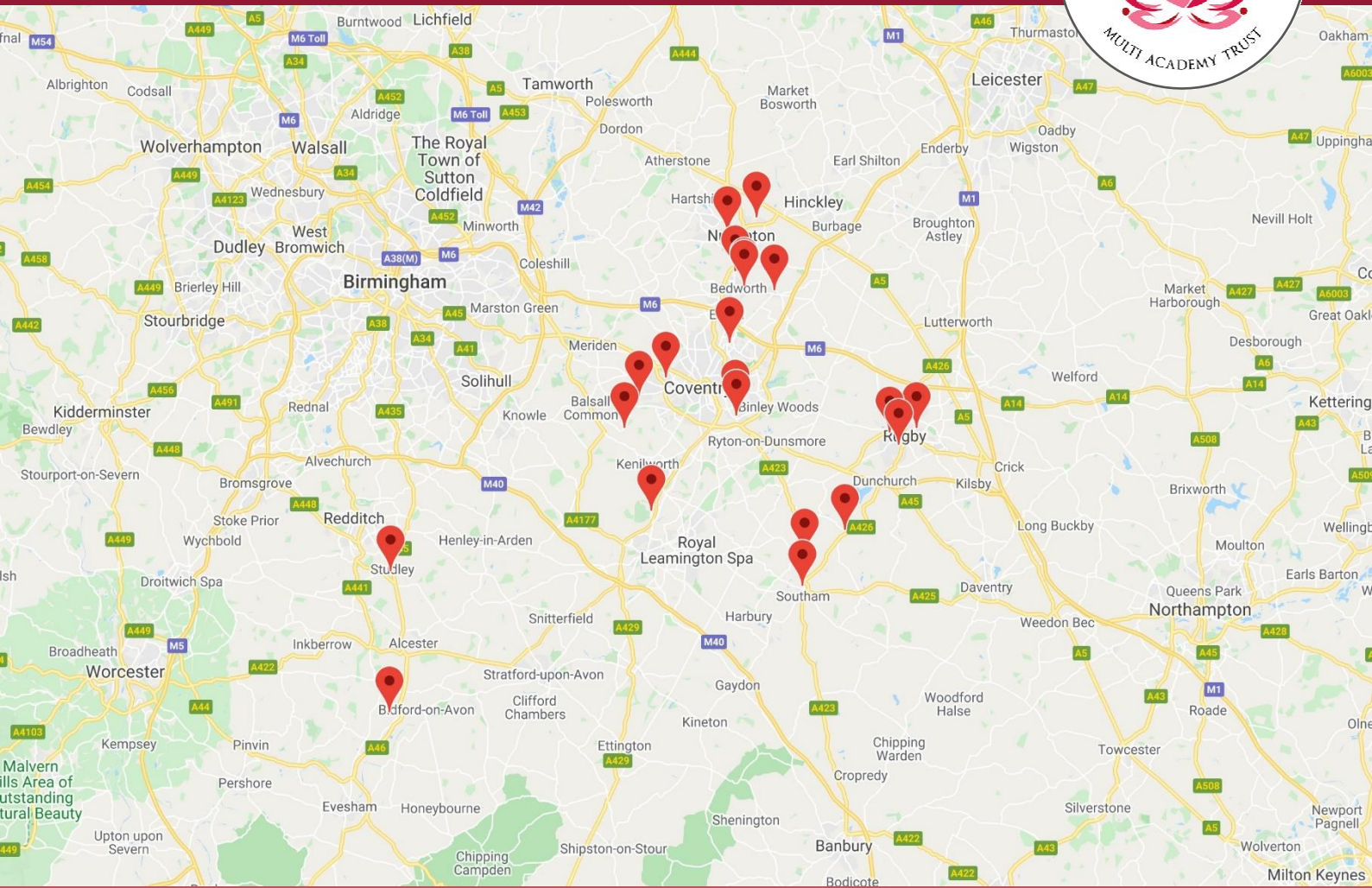
'I believe that schools are at the heart of the Church's mission to the nation and play a very important role in the life of their own parishes and communities.'

The Diocese is proud of its Church of England Schools which educate about 17,000 children and young people. The headteachers, staff and governors strive to promote the highest quality in everything they do, living and working in the values of Jesus Christ every day. Our schools are a significant part of the Church family of the Diocese. Seeking to build communities of care and understanding, they witness to God's love for each person and reflect God's desire for the world to be a better place for us all to live in.'

Bishop Christopher

Together, pursuing life in all its fullness

Our Academies



All Saints Bedworth CofE Academy and Nursery
Off the Priors, Mitchell Road
Bedworth CV12 9HP



All Saints Academy LW Warwick
Road, Leek Wootton Warwick
CV35 7QR



Burton Green CofE Academy
Lane, Burton Green Coventry
CV8 1QB



Harris CofE Academy
Drive, Overslade Lane Rugby
CV22 6EA



St Laurence's CofE Academy
Old Church Road
Coventry CV6 7ED



Leigh CofE Academy
Plants Hill Crescent The
Hill, Coventry CV4 9RQ



Long Itchington CofE Academy
Stockton Road, Long Itchington
Southam CV47 9QP



Queens CofE Academy
Bentley Road Nuneaton
CV11 5LR



Salford Priors CofE Academy
School Road, Salford Priors Evesham WR11
8XD



St John's CofE Academy
Winsford Avenue Coventry
CV5 9HZ



St Nicholas CofE Academy
Windermere Avenue Nuneaton
CV11 6HJ



St James CofE Academy
Barbridge Road, Bulkington Bedworth CV12
9PF



Studley St Mary's CofE Academy
New Road Studley
B80 7ND



St Michael's CofE Academy
Hazel Grove Bedworth
CV12 9DA



St Bartholomew's CofE Academy
Bredon Avenue
Coventry CV3 2LP



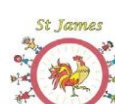
St Oswald's CofE Academy
Addison Road
Rugby CV22 7DJ



Stretton CofE Academy
Stretton Avenue Coventry
CV3 3AE



Leamington Hastings CofE Academy
Birdinbury Road Hill
Leamington Hastings Rugby
CV23 8EA



Southam St James CofE Academy
Tollgate Road Southam
CV47 1EE



About the Role

Our current Headteacher is moving on to be Headteacher of a larger school having led St John's for six years and we wish him well.

As a Trust with 19 academies, we are able to provide opportunities across the Trust and in preparing to recruit to this role we can be flexible in our approach to the leadership.

You may be reading this as a leader looking for your first Headship and we would love to hear from you.

You may be an experienced Head looking for your next challenge and the role of leading St Johns along with taking responsibility for aspects of School Improvement across the wider Trust may appeal to you.

Either way this is an exciting time to join us as we move into year two of our Trust development plan.

If you have any questions about the role please call Amy Bills, Deputy CEO on 07738121261

About St Johns



At St Johns C of E Academy, our motto is "I will shine". All members of our school community use this motto to live out our school vision. We strive to be excellent in all that we do and aim for children to leave us as confident, happy citizens who can flourish in all aspects of their lives, both now and in the future. We offer a warm Christian environment in which we use our core Christian values of: Identity, Drive, Excellence, Character, Teamwork and Stewardship to be the very best we can be. These values are threaded through all aspects of our curriculum and school life.

We are incredibly proud of our school and the children who come to learn here. We are a one form entry school for children aged 4–11 years. Set in spacious grounds, we provide the highest standard of education for all our pupils, in an inclusive and stimulating learning environment.

Teaching and learning at St Johns brings subjects to life, both in the classroom and through a variety of inspiring enrichment opportunities before, during and after the school day. Our bespoke values-based curriculum and rich programme of extra-curricular activities contribute towards a well-rounded and relevant education supported by excellent pastoral care. Learning at our school captivates, excites, and challenges, leading all children to flourish. We seek to capture pupils' interests, extend their knowledge, skills and raise their aspirations.

Our school is an inclusive and welcoming place where everyone is treated with respect. We have very high expectations in terms of both learning and behaviour and the children respond with enthusiasm, politeness, and consideration for others.

Job Description

Headteacher

Responsible to: The Chief Executive

Responsible for: Leading St Johns Church of England Academy

Full-time post, flexibility considered



PENSION

Teachers' Pension Scheme.

JOB PURPOSE

- The Headteacher is accountable to the Diocese of Coventry Multi Academy Trust for ensuring the educational success of the academy within the overall framework of the Multi Academy Trust strategic plan as well as the individual academy strategic plan. They are responsible for all aspects of the internal organisation, professional leadership, management and control of the academy and for leading supervision over teaching and support staff. They should create a culture of constant improvement and be an inspirational leader, committed to the highest achievement for everyone in all areas of the academy's work.
- The Headteacher will provide the strategic direction, professional leadership and operational management in order to secure a strong foundation within a distinctive Christian ethos from which to achieve high standards in all of the academy's aims.

STRATEGIC LEADERSHIP

- The Headteacher will work with the local governing body, and under the guidance of the Multi Academy Trust, to develop the shared vision and strategic plan for the academy which inspires and motivates pupils, staff and all other members of the school community and develops the distinctive Christian character of the academy. This vision should express core educational values and Christian moral purpose and be inclusive of stakeholders' values and beliefs. The strategic planning process is critical to sustaining school improvement and ensuring that the school moves forward for the benefit of its pupils.

This will include:

- Ensuring that the Christian vision for the academy is clearly articulated, shared, understood and acted upon effectively by all.
- Working within the school community to translate the vision into agreed objectives and operational plans, which will promote and sustain school improvement.
- Demonstrating the vision and values in everyday work and practice.
- Motivating and working with others to create a shared culture and positive climate which embeds and develops the existing caring and nurturing ethos.
- Ensuring creativity, innovation and the use of appropriate new technologies to achieve excellence. Ensuring that the strategic planning takes account of the diversity, values and experience of the school and community at large, whilst appropriately maintaining the distinctive Church of England foundation of the school.

LEADING LEARNING AND TEACHING

Headteachers have a central responsibility for raising the quality of teaching and learning and for pupils' achievement. This implies, within a Christian framework, setting high expectations and monitoring and evaluating the effectiveness of learning outcomes. A successful, holistic, learning culture will enable pupils to become effective, enthusiastic, independent learners, committed to life-long learning.

This will include:

- Ensuring a consistent and continuous school-wide focus on pupils' achievement, using data and benchmarks to monitor progress in every child's learning
- Ensuring that learning is at the centre of strategic planning and resource management
- Establishing creative, responsive and effective approaches to learning and teaching
- Ensuring that accelerated progress for low achievers and underperformers is developed and embedded.
- Ensuring a culture and ethos of challenge and support where all pupils can achieve success and become engaged in their own learning.
- Demonstrating and articulating high expectations and setting stretching targets for the whole school community.
- Implementing strategies that secure high standards of behaviour and attendance.
- Determining, organising and implementing a diverse, flexible curriculum and implementing an effective assessment framework.
- Taking a strategic role in the introduction of appropriate new and emerging technologies to enhance and extend the learning experience of pupils.
- Monitoring, evaluating and reviewing classroom practice and promoting improvement strategies.
- Challenging underperformance at all levels and ensuring that there is effective corrective action and follow-up.

DEVELOPING SELF AND WORKING WITH OTHERS.

Effective relationships and communication are important in headship as headteachers work with and through others. Effective headteachers manage themselves and their relationships well. Headship is about building a holistic, professional learning community which enables others to achieve. Through performance management and effective continuing professional development practice, the headteacher supports all staff to achieve high standards. To equip themselves with the capacity to deal with the complexity of the role and the range of leadership skills and actions required of them, headteachers/principals should be committed to their own continuing professional development including distinctiveness training and development related to leading a Church school.

This will include:

- Valuing people and treating them fairly, equitably and with dignity and respect to create and maintain a positive school culture in accordance with the Christian beliefs underpinning the school.
- Building a collaborative learning culture within the school and actively engaging with other schools to build effective learning communities.
- Ensuring own CPD includes developments in educational research.
- Developing and maintaining effective strategies and procedures for staff induction, professional development and performance review.
- Ensuring effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities.
- Acknowledging the responsibilities and celebrating the achievements of individuals and teams.
- Developing and maintaining a culture of high expectations for self and for others and taking appropriate action when

performance is unsatisfactory.

- Regularly reviewing own practice, setting personal targets and taking responsibility for own personal development.
- Managing own workload and that of others to allow for reflection and an appropriate work/life balance.

MANAGING THE ORGANISATION

Headteachers need to provide effective organisation and management of the school and seek ways of improving organisational structures and functions based on rigorous self-evaluation. Headteachers should ensure that the school, and the people and resources within it, are organised and managed to provide an efficient, effective and safe learning environment. These management responsibilities imply the re-examination of the roles and responsibilities of those adults working in the school to build capacity across the workforce and ensure resources are deployed to achieve value for money. Headteachers should also seek to build successful organisations through effective collaborations with others and communicate openly with the Head of the Multi Academy Trust on a regular basis.

This will include:

- Creating an organisational structure which reflects the school's Christian beliefs and values, ensuring and enabling the management systems, structures and processes to work effectively in line with legal requirements.
- Producing and implementing clear, evidence-based improvement plans and policies for the development of the school and its facilities ensuring that, within the particular context of the school, policies and practices take account of national and local circumstances, policies and initiatives.
- Managing the school's financial and human resources effectively and efficiently to achieve the school's educational goals and priorities.
- Providing all information required to support the filing of annual company accounts and other financial returns where required (e.g. VAT and corporation tax returns).
- Recruiting, retaining and deploying staff appropriately and managing their workloads to achieve the vision and goals of the school, and implementing successful performance management processes with all staff.
- Managing and organising the school environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations.
- Ensuring that the range, quality and use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all pupils and provide value for money.
- Using and integrating a range of technologies effectively and efficiently to manage the school.

SECURING ACCOUNTABILITY

With Christian values at the heart of their leadership, Church school headteachers have a responsibility to the whole school community. In carrying out this responsibility, headteachers are accountable to a wide range of groups, particularly pupils, parents, carers, governors, the Multi Academy Trust and the Diocese. They are accountable for ensuring that pupils enjoy and benefit from a high quality education, for promoting collective responsibility within the whole school community and for contributing to the education service more widely. Headteachers are legally and contractually accountable to the Multi Academy Trust for the academy, its environment and all its work.

This will include:

- Fulfilling commitments arising from contractual accountability to the Multi Academy Trust and the local governing body.
- Building on and developing a school ethos which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes.
- Ensuring individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation.
- Working with the Multi Academy Trust and the local governing body (providing information, objective advice and support) to enable it to meet its responsibilities.
- Developing and presenting a coherent, understandable and accurate account of the school's performance in ways which are relevant to the wide range of audiences including inspection agencies, the Multi Academy Trust, the Diocese, governors, staff, parents and carers of diverse backgrounds and the local community.
- Reflecting on own personal contribution to school achievements and taking account of feedback from others.

SUPPORTING THE WORK OF THE MULTI ACADEMY TRUST

As part of the Diocese of Coventry Multi Academy Trust the Headteacher will be expected to develop and maintain strong, positive relationships with colleagues in the Multi Academy Trust, within the family of Multi Academy Trust academies and the Diocesan family of schools.

This will include:

- Participating in Multi Academy Trust and sector wide activities in order to share best practice, contribute to the development of Multi Academy Trust strategies and policies and promoting the academy and Multi Academy Trust in a local and national context.
- Providing advisory support to other academies within the Multi Academy Trust as required.
- Contributing to collaborative work across the Multi Academy Trust and supporting other staff in participating in Multi Academy Trust work.
- Provide other support to schools within the Diocesan family required such as emergency cover, mentoring of teaching and support staff and the recruitment, training and appraisal of governors for the Local Governing Bodies.

STRENGTHENING COMMUNITY

Schools exist in a distinctive social context, which has a direct impact on what happens inside the school. School leadership should commit to engaging with the internal and external school community to secure equity and entitlement. Headteachers should collaborate with other schools in order to share expertise and bring positive benefits to their own and other schools. They should work collaboratively at both strategic and operational levels with parents and carers and across multiple agencies for the well-being of all children. Headteachers share responsibility for leadership of the wider educational system and should be aware that school improvement and community development are interdependent.

This will include:

- Building a school culture and curriculum which takes account of the Church Foundation and the richness and diversity of the school's communities.
- Creating and promoting positive strategies for challenging racial and other prejudice and dealing with racial harassment.
- Ensuring learning experiences for pupils are linked into and integrated with the wider community, the local Church and Diocesan communities.
- Ensuring a range of communitybased learning experiences, including building links with local churches and Coventry Diocese.
- Collaborating with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural.
- Well-being of pupils and their families.
- Creating and maintaining an effective partnership with parents and carers, (including those who may be described as 'hard to reach', those with learning disabilities and those for whom English is an additional language), to support and improve pupils' achievement and personal development.
- Building bridges with the school's diverse communities, seeking opportunities to invite the whole range of parents and carers, community figures (including clergy and church representatives), businesses or other organisations into the school to enhance and enrich the school and its value to the wider community.
- Contributing to the development of the education system by, for example, sharing effective practice, working in partnership with other schools and promoting innovative initiatives.
- Co-operating and working with relevant agencies to protect children.

SAFEGUARDING CHILDREN AND SAFER RECRUITMENT

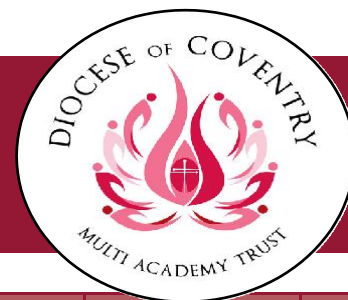
This school is committed to safeguarding and promoting the welfare of children and young people as required under the Education Act 2002 and expects all staff and volunteers to share this commitment. The Headteacher plays the lead role in this within the school and the Headteacher post is subject to enhanced DBS disclosure.

The Headteacher will ensure that:

- The policies and procedures relating to safeguarding and safer recruitment are adopted by the governing body and are fully implemented and followed by all staff.
- Sufficient resources and time are allocated to enable the designated person and other staff to discharge their responsibilities in relation to safeguarding, including taking part in strategy discussions and other inter-agency meetings, and contributing to the assessment of children.
- All staff and volunteers feel able to raise concerns about poor or unsafe practice in regard to children, and that such concerns are addressed sensitively and effectively in a timely manner in accordance with agreed whistle blowing practices.

Person Specification

Headteacher



Qualifications and Experience	E	D	A	I
• Honours Degree or equivalent	x		x	
• Qualified Teacher Status	x		x	
• Substantial successful experience of teaching	x		x	x
• Relevant higher degree or equivalent		x	x	
• Evidence of commitment to continuous professional development relating to school leadership and management and curriculum / teaching and learning	x	x	x	x
• Certificate in Church School Leadership		x	x	
• Experience of raising standards in a church school or Diocesan Trust		x	x	
• To teach across the primary age range	x		x	x
• Substantial, successful, relevant and recent teaching experience in primary school or Academy	x		x	x
• Successful experience of raising standards for all pupils, including vulnerable groups, with clearly demonstrable outcomes	x		x	x
• Knowledge and understanding of safeguarding requirements and good practice	x		x	x
• Knowledge of recent developments in the National Curriculum	x		x	x
• Experience of supporting children with Special Educational Needs in an inclusive environment	x		x	x
• Experience of using ICT effectively in classroom teaching	x		x	x
• An understanding of the role of parents as partners in education	x		x	x
• A commitment to, and evidence of, promoting diversity and equal opportunities within the workplace, classroom, curriculum and employment practice	x		x	x
• Understanding the distinctive Christian character of a Church school		x	x	x
• Knowledge of recent developments in the Education Inspection framework				
Skills and Abilities				
• A proven track record in ensuring the highest possible standards in teaching and learning	x		x	x
• Good understanding and application of effective pedagogical approaches and evidence informed practice	x		x	x
• The ability to lead, influence and manage change	x		x	x
• Successful experience of positive behaviour management and developing a pupil focused, inclusive and effective, learning environment so that all pupils can excel	x		x	x
Personal Qualities				
• Has high expectations and personal integrity with the ability to promote and sustain the values, culture and Christian ethos of the Academy	x		x	x
• Is committed to putting continuous improvement and pupil outcomes at the core aspects of leadership and management	x		x	x
• Is committed to leading the development of a distinctive Church school ethos based on Christian value	x		x	x
• Is articulate and approachable with excellent interpersonal communication skills both verbally and in writing	x		x	
• Is able to manage, inspire, encourage and empower staff	x		x	
• Is an outstanding, reflective practitioner with high quality teaching skills and high expectations for pupils' learning and attainment	x		x	
• Is a communicant member of an Anglican Church, or	x		x	x
• Evidence of current involvement in a church which is in communion with the Church of England, or				
• Able to demonstrate active involvement in a church community				

Together, pursuing life in all its fullness

How to apply:

If you wish to discover more about this exciting opportunity, need any further information or you wish to have an informal discussion, please contact Amy Bills, Deputy CEO, 07738121261

Please email your application to hr@covmat.org

Closing date: Midday, 27th January 2022

Shortlisting: 27th January 2022

Interview date: 9th February 2022



The Diocese of Coventry Multi Academy Trust

Registered Office,
Harris Church of England Academy
Harris Drive
Overslade Lane
Rugby
CV22 6EA

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