



# Candidate Information Pack

**Headteacher**

**Glapton Academy, Nottingham**



**Glapton Academy**  
A L.E.A.D. Academy



**L.E.A.D. Academy Trust**



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## Welcome from the CEO

L.E.A.D. Academy Trust comprises primary and secondary academies across the East Midlands. Our mission is to be a pioneering, confident, high-performing Trust with national and international influence.

We are determined to bring about change and improvement to education standards in the East Midlands by appointing visionary leaders who believe in the Trust's vision and values and are committed to making a tangible difference to the lives of children and young people.

As a Trust, we pride ourselves on the support and advice we give to all our leadership staff, enabling them to be exceptional leaders and teachers who can inspire both pupils and staff.

This role represents an exciting opportunity to be part of something special; developing and supporting our Trust in improving educational outcomes while retaining the school's individual identity and specific needs of their children, young people and community.

If you are ambitious, determined, energetic and passionate about education and want to join us on our mission, then we look forward to receiving your application.

**Diana Owen CBE**

**Chief Executive Officer**





L.E.A.D. Academy Trust  
comprises of:

**24**  
primary

..... and .....

**3**  
secondary  
academies

..... across .....

**5**  
geographical  
regions

..... with .....

**11,000**  
pupils

..... and .....

**1,500**  
members  
of staff





## Our Academies

### Within our Trust, all academies strive to achieve:

- The highest standards of behaviour and conduct.
- Outstanding teaching and learning.
- A fully inclusive approach in which all children are equally important.
- A climate of mutual respect between the children, staff and community.
- Positive relationships.
- High aspirations for all involved with the school – a ‘can-do’ attitude.
- A wide range of enrichment opportunities for all to get involved in.
- A celebration of all the cultures and faiths represented in the school.
- An organisation in which there are no excuses for underachievement.

*"The headteacher is a visionary leader. Leaders, including subject leaders, are a united team."*

Witham St Hughs Academy  
Ofsted Report, 2012

## L.E.A.D. Teaching School Hub

**'Working together to lead the highest outcomes for all.'**

L.E.A.D. Teaching School Hub Lincolnshire was launched in 2021 as one of the 87 organisations to be awarded Teaching School Hub status by the DfE. The Teaching School Hub is designated to work with schools across Lincolnshire and throughout our Trust. It supports every school type and phase, including nursery, primary, secondary, special and alternative provisions.

The role of the Hub and the Trust is to promote the importance of high-quality continuing professional development, from Initial Teacher Training through to executive leadership, supporting teachers throughout their career in a sequential and cohesive way. During 2021/2022 the TSH delivered 167 days of CPD to 2,163 participants, supporting 233 schools in total. The ability to access this high-quality professional support is therefore a significant opportunity associated with joining our Trust.



## A message from Headteacher

As Headteacher of Glapton Lead Academy I'd like to tell you a little bit about our wonderful school and its community.

We are an inclusive school in the heart of Clifton, just on the outskirts of Nottingham City where, within an environment of mutual respect, each child's ability is recognised, valued and developed through a creative and challenging curriculum.

The school is committed to working in partnership with parents and carers in the wider community to provide inspiring, stimulating and caring provision for our children.

Our aim is to enable children to take the next steps in their lives confidently and successfully when they leave the school.

Staff at Glapton Academy continuously strive to enable all children to succeed and to provide an education of the highest quality to support each child to be the very best they can be.



Our school aims to provide a happy, safe and caring environment where everyone is treated with respect, friendships are formed and positive memories are created for all of our children. These are very special years for our pupils. We want their time with us to provide them with some of their best memories, ever. Memories of happiness friendship, discovery, inspiration and of course, success.

We have two large playgrounds, a trim trail and a fabulous field for sports and play throughout the year. We have our own kitchen, serving delicious, hot, nutritious dinners and pride ourselves on our delightful, child centred dining room experience. All of our EYFS and Key Stage 1 children enjoy a hot meal every day.

Stepping inside Glapton Academy you will immediately see many exciting learning opportunities, enthusiastic children and a happy, hard-working committed staff team.

## Inspirational and creative curriculum

We are currently operating two classes per year group in some years whilst moving towards mixed classes in other years. We do have, however, an excellent staff to pupil ratio allowing us to carefully monitor every child's progress and to support them to develop as successful individuals.

Our curriculum offer helps to create positive memories that allow children to become lifelong learners, creating a desire for greater life experiences, ensuring that children have the highest aspiration for their future. We are creating global citizens as well as valuable Clifton residents.

We continue to work hard to develop our inspirational and creative curriculum, often working with artists, authors and musicians. We deliver our curriculum using a topic-based approach to learning and prioritising enrichment to make this learning exciting and meaningful.



Children are encouraged to have a voice in school planning and our extensive, democratically elected pupil groups meet regularly to give ideas and create action plans to support the continuous improvement of our school.

We use every opportunity to nurture confidence, high self-esteem and to develop positive relationships, encouraging problem solving, resilience, tolerance, brave choices and independence. Our children don't just read Macbeth, they perform Macbeth, on stage, at the Nottingham Playhouse, in front of a live audience. Our children aim high and we believe there are no limits to what they can achieve and we make sure that they know that too.

We are very proud of the progress that our pupils make during their time with us and are excited about this year's predicted end of key stage outcomes.

## **A positive learning community**

All our children, parents and staff work together as part of a positive learning community to promote equal opportunity of access to all that our school offers.

We really enjoy working in partnership with parents and carers and building a positive relationship with our families. To this end we are currently working towards achieving the 'Leading Parent Partnership Award' and hope to have achieved this by the end of the autumn term 2024.

## **Positive behaviour policy**

We believe that every child can choose to behave well and at Glapton our pupils do so every day. We operate a positive behaviour policy to ensure that our standards remain high and to support our pupils to make the right choices. We have embedded 'Blueprints for Behaviour' which are followed daily by our children.

Teachers plan creative, interactive and hands on learning experiences and we have invested time into supporting staff with more exciting approaches to pedagogy and questioning that allow children to discover for themselves. Children leave Glapton eager to learn more, eager to see and do more and loving learning.

## **Inspiring children through learning experiences**

Friendship is a key value in our school. Teamwork is prioritised in class and nurtured through continuous provision seen in F1 through to team projects undertaken in year 6. The curriculum and pedagogy in our school is also enriched by a multitude of other learning experiences and nurturing support so that children leave Glapton understanding the value of friendship, wanting to be dependable, responsible, loyal and honest.

Inspiration is another key value. We want to inspire our children to want to do something or create something by introducing them to new places, people and experiences that they otherwise wouldn't have. Children will leave Glapton as enthusiastic readers and enthusiastic about the next phase of their learning. They will be compelled to be different and always keen to do, see and know more, feeling there are no limits and anything is possible.



Success is key for each child at Glapton, at each stage from the youngest pupils in Nursery to our oldest in year six, we aim to promote learning and development to ensure each child is ready for the next key stage whether that is foundation two or key stage 3. Children will leave Glapton having acquired the best knowledge, cognitive and practical skills, across a broad range of subjects and experiences.

Everyone matters at Glapton, but children matter the most. We want Glapton children to smile, to laugh and to express themselves freely. Children are greeted into class every day with visible kindness and adults know and care about the children in their classes. Children will leave Glapton happy, mindful, attentive and reflective. They will feel they were included in something big and that they were part of something big.

***Cal Hurst, Headteacher***

## **Our vision and values**

We are an inclusive school where, within an environment of mutual respect, each child's ability is recognised, valued and developed through a creative and challenging curriculum. We are committed to working in partnership with parents/carers and the wider community to provide an inspiring, stimulating and caring environment for our children. This will enable them to take the next steps in their lives confidently and successfully when they leave our school.

## **Our mission**

At the Glapton Academy we believe it is important that each child is given the opportunity to develop their full potential. We continuously strive to enable our children to succeed and to provide an education of the highest quality to support each child to be the very best they can be. We seek to provide a rich and creative curriculum with the highest expectations for our children to attain high standards in all core skills and subject areas, whilst discovering their interests and abilities in the wider curriculum and upholding core British Values.

Our school aims to provide a, safe happy and caring environment where everyone is treated with respect, friendships are formed and positive memories created. We encourage good manners, responsibility and promote a positive attitude to learning by recognising positive behaviour, effort and achievement through our consistent system of rewards.

We acknowledge the importance of developing an understanding of all main faith traditions and welcome the contribution they bring to our academy. We will enable all children to have the opportunity to participate in a regular act of simple collective worship including hymns and prayers, and to experience empathy whilst understanding their part in our multi-faith society.

Opportunities will be provided to encourage children to support local charities and community projects with their time, talent and contributions promoting values such as truthfulness, honesty, generosity, selflessness and loyalty. We will forge links with local services and businesses to inspire our children and develop understanding of the importance of a good work ethic.





School life will enable children to learn the basic rules for keeping themselves healthy and safe and for behaving well. They will have opportunities to show they can take increasing responsibility for themselves and their environment and to contribute to school development.

All children will be encouraged to have a voice in school planning and our democratically elected student groups will meet regularly to give ideas and create action plans to support the continuous improvement of our school.

We will use every opportunity to nurture confidence, high self-esteem and develop positive relationships using a growth mind-set approach, which encourages problem solving, resilience, tolerance, brave choices and independence.

## Glapton's values

Our values below have been summarised by our children, helping them to understand and live the values in their daily life.

- To provide an environment where all members of our school community are happy, enjoy school and achieve, are safe, make healthy choices and make a positive contribution to school life.  
**Our school is our place, where everyone is happy, safe, healthy and succeeds, and really joins in with school life.**
- To provide the very best education for all our children where each child's ability is developed through a creative, exciting, enjoyable, skills-based and challenging curriculum.  
**Our learning is fun and exciting. Every day is different with something new to look forward to.**
- To develop children's natural curiosity and help them to be excited and inspired by their learning whilst growing in confidence and independence.  
**Our teachers like us to be curious and give us exciting challenges and the freedom to discover new things, which keeps us eager to learn more.**
- To build children's self-esteem in an environment of high expectations where effort is recognised and achievement is valued.  
**We believe in ourselves and know we can do well. We know that our hard work will make someone happy and help us to be proud of ourselves.**
- To actively celebrate the many, varied achievements and talents of all of our children and to contribute to the development of their future economic wellbeing.  
**We know our best efforts will put a smile on someone's face and we also know that our discoveries will help us to have a great future.**
- To prioritise equality in all relationships in order to create a secure and safe learning environment celebrating the diversity of any religious, ethnic, cultural or socio-economic differences.  
**At our school, we will be respected no matter what differences we have and we will treat others the way we would like to be treated.**
- To ensure that high expectations of effort and best behaviour are promoted through positive experiences for all student groups.  
**Everyone encourages and helps us to behave well and make every day a great day.**

- To develop the skills for our children to become considerate and capable members of a variety of local and Global Communities whilst embracing and celebrating opportunities to develop links and create partnerships within the cultural diversity of our world.  
**As we grow up, we will be ready to travel the world virtually or actually. Our school wants us to be brave and curious and to enjoy new experiences and meet new friends. We will respect how our new friends live and enjoy new experiences with them.**
- To work in partnership with parents, carers and the community to raise achievement and support social, moral, spiritual and cultural development whilst prioritising mutual respect in line with our R.E.S.P.E.C.T. charter.  
**Our school wants to enjoy activities with our families, friends, other local schools and to experience our Clifton community spirit. Together we can help each other to do well and make good choices about the things we believe in and things we do in the place we live and go to school.**

## Being a pupil at Glapton Academy

When it's time for our pupils to move on to the next phase of their education, we want them to leave Glapton Academy:

- ❖ Having created awesome **Memories**
- ❖ Be naturally curious leading to the **Discovery** of learning, seeing and doing new things.
- ❖ Value the importance of **Friendship** by being supportive of others, confident, trustworthy, dependable and fun to be around.
- ❖ Be an **Inspiration**, enthusiastic about the next phase of learning, compelled to be different and always keen to do, see and know more.
- ❖ Enjoy **Success** by acquiring the best knowledge and skills across a range of subjects, a good attender with good behaviours and attitudes to learning.
- ❖ Experience Happiness, leaving Glapton happy, mindful, attentive and reflective; be confident and kind knowing that they were part of something special.





## Benefits of being part of L.E.A.D. Academy Trust for Teaching staff

We recognise that successful people place value on a range of benefits associated with their careers, including receiving professional recognition, commensurate financial reward, job satisfaction, opportunity to innovate and a balanced approach to work and personal time. We place value on these aspects too.

### Employee benefits from day 1

1. National teacher pay and conditions, including generous TPS scheme with minimum 23% employer contribution rate.
2. Superb CPD opportunities via various established routes including dedicated Teaching School Hub.
3. Access to Trust EAP service: 24/7 free advice on range of issues and wellbeing counselling.
4. Free eyecare vouchers and flu jabs.
5. Access to free Occupational Health Service, including physiotherapy service.
6. Access to free staff discounts and cashback for a huge range of products.

### Ofsted feedback

*"Leaders and staff are highly ambitious for all pupils. They take their responsibility to the pupils and the community very seriously. This is seen in their careful work to develop a knowledge-rich curriculum that promotes character development and raises aspiration."*

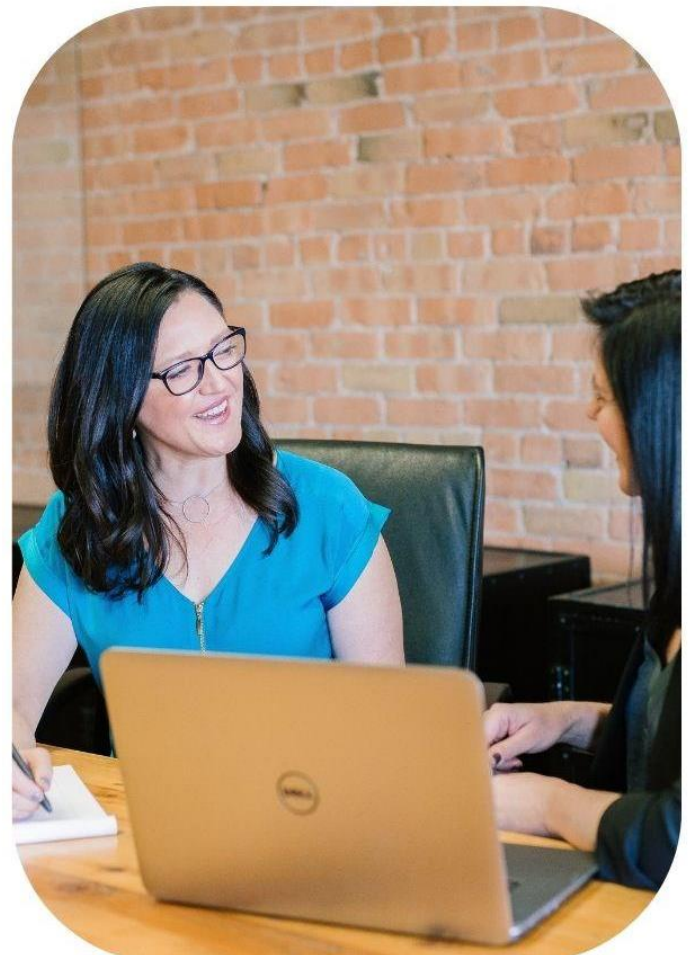
**Radford Academy Ofsted Report, Jan 2023**

*"Staff feel that leaders are considerate of their well-being. They talk about leaders being approachable."*

**Bishop Alexander Academy, March 2023**

*"Staff value the training that they have had and the time to develop subject leadership roles. Teachers at the early stage of their career feel well supported and valued as members of staff."*

**Forest Lodge Academy, June 2022**



**“Leaders have designed a  
broad and ambitious  
curriculum for pupils.”**

**“Pupils are prepared well  
for life after primary school.  
They learn how to  
contribute to society.”**

***Ofsted report, 2023***



## How to apply

Please send a completed application form and covering letter explaining your interest in the role and how you meet the person specification to: [HR@leadacademytrust.co.uk](mailto:HR@leadacademytrust.co.uk)

**CLOSING DATE:** Wednesday 17<sup>th</sup> September 2024.

**INTERVIEWS:** We expect interviews to take place on Monday 23<sup>rd</sup> September at Glapton Academy, Nottingham and on Tuesday 24<sup>th</sup> September at L.E.A.D. Academy Trust office 5a The Ropewalk, Nottingham.

### Candidate visiting dates

To arrange a visit to Glapton Academy call 0115 822 5440.

Applications will be reviewed upon receipt, therefore shortlisted candidates may be contacted in advance of the closing date.

L.E.A.D. Academy Trust is committed to safeguarding and promoting the welfare of children and young people and we can expect all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check.

For an informal, confidential discussion about this opportunity, please contact Beverley Dolman, Director of Schools on 07742 09 074 or email [beverley.dolman@leadacademytrust.co.uk](mailto:beverley.dolman@leadacademytrust.co.uk) .



*"I wanted to be part of an organisation that works in partnership, believes in collaboration and invests and understands the importance of high-quality leadership and management."*

Rebecca Riley, Head of School,  
Huntingdon Academy



## Job description

### Key responsibilities and accountabilities

#### Headteacher

**Salary:** L18-L24 Group 3

**Location:** Glapton Academy, Nottingham

**Line Manager:** Director of Schools

#### Job Purpose:

- To provide inspirational, creative and professional leadership and management for the academy.
- To ensure the pupils/students are at the heart of every decision and action within the academy.
- To establish high quality, effective systems and policies in all areas of the academy's work.
- To establish high quality education and outcomes through effective leadership of teaching and learning.
- To establish a culture that promotes excellence, equality and high expectations of all pupils.
- To ensure that strategic planning is informed by rigorous self-evaluation and that it continuously improves learning and pastoral outcomes.
- To establish and develop genuine partnerships to support the work of the academy and Trust.
- To ensure that the academy provides a safe and happy environment that promotes the welfare of children.
- To ensure there is an ethos of safeguarding and that all safeguarding and child protection policies are adhered to by a staff team that is confident to keep pupils safe.

#### Duties and Responsibilities:

##### Strategic direction and development of the school

- Provide inspiring, creative and purposeful leadership for the staff and pupils/students.
- To work in partnership with the Trust, the governing body, staff and parents, generating the ethos and values which will underpin the academy.
- To co-create and implement an Academy Improvement Plan which will secure continuous improvement and support the principles of L.E.A.D Academy Trust.
- To keep up to date with current research into education, particularly teaching and learning and to contribute this academy improvement planning.



- To monitor and evaluate the performance of the academy and respond and report to the governing body and the Trust as required.
- To ensure that management, finances, resources and administration of the academy supports its vision and aims and maximises value for all pupils/students.
- To ensure that policies and practices take account of national, local and academy requirements and apply sound educational practice through evidence based pedagogy.
- To regularly monitor, evaluate and review the impact of policies, priorities and targets and take rapid action to improve if necessary.
- To inspire all those involved in the academy to commit to its aims, to stay motivated to achieve them and to be involved in meeting long, medium, and short-term objectives to secure the educational success of the academy.
- Develop an outward facing academy to collaborate with other academies in the Trust, parents, the wider community and partners to champion best practice and enhance the education and safeguarding of pupils/students.

### **Teaching and learning**

- Continue to maintain an environment that promotes and secures outstanding teaching, effective learning and high standards of achievement, behaviour and attendance.
- Determine, organise, implement and monitor the curriculum and its assessment and ensure that statutory requirements are met.
- Ensure that pupils/students develop study skills in order to learn more effectively and with increasing independence.
- Determine, organise and implement a policy for the personal, social and moral development of pupils/students.
- Monitor and evaluate the quality of teaching and learning and achievement of all pupils/students through appropriate methods.
- Determine and implement policies which ensure inclusion, diversity and equality of access for all pupils.



### **Leading and managing staff**

- Plan, allocate, support and evaluate work undertaken by groups, teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities.
- Implement and sustain effective systems for the management of staff performance, incorporating performance management and target setting in line with the academy's improvement plan.
- Promote and monitor the continuing professional development of all staff to support career progression and the school's succession planning.
- Hold staff to account for their professional conduct and practice, both contractually and where relevant as specified in the Terms and Conditions of Service of teachers.
- Ensure that a Deputy Headteacher or suitable person, assumes responsibility for the discharge of the Headteacher's function at any time when absent.

### **Efficient and effective deployment of staff and resources**

- Work with governors and senior colleagues to recruit, retain, deploy and develop staff of the highest quality.
- Make arrangements for the security and effective supervision of the academy buildings, their contents and the grounds.
- Set appropriate priorities for expenditure, allocation of funds and effective administration and control in line with the Trust's agreed financial arrangements.
- Manage and organise the accommodation efficiently and effectively to ensure it meets the needs of the curriculum, health and safety regulations and community use.
- Manage, monitor and review the range, quality and use of all available resources in order to improve the quality of education, improve pupils' achievements, ensure efficiency and secure value for money.
- Promote harmonious working relationship among the staff team. Lead and manage the staff with a proper regard for their well-being and legitimate expectations, including the expectation of a healthy balance between work and other commitments.

### **Accountability**

- Continue to develop an academy in which all the staff recognise that they are accountable for the success of the academy. Ensuring the celebration of success as well as addressing areas of weakness.
- Present a coherent and accurate account of the school's performance in a form appropriate to the range of audiences, including governors, the Trust, parents, OFSTED and others to enable them to play their part effectively.





- Ensure that parents/carers and pupils/students are well informed about the curriculum, attainment and progress and about the contribution they can make in supporting their child's learning.
- Provide information, objective advice and support to the Governing Body to enable it to meet its responsibilities for securing effective teaching and learning and improved standards of achievement, and for achieving efficiency and value for money.

#### **Influencing and Managing Relationships:**

- Senior Leadership Team within the Academy
- Central Trust Senior Leadership Team
- Director of Schools
- All teaching and support staff
- Parents and Carers
- Other third party organisations as required

#### **Other Academy Specific Responsibilities**

As job descriptions cannot be exhaustive, the post-holder may be required to undertake other duties which are broadly in line with above key responsibilities.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment and individually take responsibility for doing so.

This job description is current at the date shown, but in consultation with you may be changed to reflect or anticipated changes in the job, commensurate with the grade and job title. This includes changes to National Teacher Standards and requirements of the professional role.

At L.E.A.D. we have a strong vision and four core principles, to lead, empower, achieve and drive, which you will be expected to demonstrate in your working practices.



<b>Experience</b>	<ul style="list-style-type: none"> <li>• Substantial experience with a record of excellent teaching</li> <li>• Significant experience of School Leadership</li> <li>• Proven track record of raising educational standards</li> <li>• Leadership experience at more than one school</li> <li>• Evidence of setting ambitious goals and targets; using data and benchmarks to monitor and judge progress</li> <li>• Successful experience of positive behaviour management and development of a pupil focused inclusive and effective learning environment</li> <li>• Experience of successfully leading change and inspiring others</li> <li>• Track record of working in collaboration with other schools to realise improvement and raise standards</li> <li>• Experience of developing and maintaining effective relationships with the local and the wider community, including parents to enhance learning and educational achievements</li> </ul>	E E  E  E  E  E  E	           D   D
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>• Approachable, enthusiastic and creative</li> <li>• Leads by example, demonstrating integrity, resilience and clarity</li> <li>• Passionate about education</li> <li>• Ability to work under pressure, think creatively and to anticipate and solve problems</li> <li>• Commitment to the encouragement, empowerment and training of all staff</li> <li>• Deal sensitively with people and resolve conflicts</li> <li>• Demonstrate flexibility and an ability to adapt to changing circumstances and new ideas</li> </ul>	E E E E  E  E E	
<b>Additional Requirements</b>	<ul style="list-style-type: none"> <li>• This role is subject to an enhanced DBS</li> <li>• May be required to travel to other Trust locations or third party services as part of the role</li> <li>• Hold a driving licence and have access to own vehicle</li> </ul>	E E	   D



**L.E.A.D. Academy Trust**  
**Lead • Empower • Achieve • Drive**

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