



The Wellington Academy



HEADTEACHER PACK

ASCEND
LEARNING TRUST

Welcome, from the Chair

Dear Applicant,

Thank you for your interest in the role of Headteacher at The Wellington Academy.

The Wellington Academy is an ambitious, growing, and inclusive 11-18 school based on the edge of the beautiful Salisbury Plain. It serves the young people of Tidworth and Ludgershall as well as the surrounding villages. The school is graded as 'Good' by Ofsted (October 2022) and in our recent Challenge Partners Review the school was graded as 'Effective' in all areas. Our vision is for all our students to become 'Inquisitive, Ambitious, and Independent' young people.

This is an exciting time for a new headteacher to join the school, following on from its Good Ofsted in October last year, the successful candidates will be able to demonstrate the leadership skills required for rapid improvement to drive for Excellence in Education.

The academy is now at a place where the five pillars of excellent schools are established, they are:

- Calm and purposeful classrooms, with procedures to support teachers manage behaviour.
- A set of pedagogical practices which increase learning for all.
- Senior and middle leaders with proven vision and passion
- Professional scope/expectation that each pupils' progress is the responsibility of their teacher.
- Solid financial position

More information can be found in the job description and person specification and we welcome visits from applicants to tour the school upon appointment with the Office Manager, Michelle Saunders, MichelleSaunders@twa.ascendlearningtrust.org.uk

Yours sincerely

Nathan Coombs
Chair of Trust Board

Phil Mitten
Chair of Governors

Important Information

Salary: L29-35

Full Time, permanent

Reporting to: CEO

Responsible for: Leadership Team, Boarding House, Sports Centre

Closing Date: 3pm Friday 24th March 2023

Interview Date: Tuesday 18th April and Wednesday 19th April 2023

How to Apply

To apply, please ensure you complete an application form available from the Trust website www.ascendlearningtrust.org.uk or complete the online application.

Applications should be submitted either directly with the school or via recruitment@ascendlearningtrust.org.uk

Please note CVs will not be accepted. You must complete the application in full giving details of all employment, training and gaps in employment since leaving school.

Please ensure the closing date for applications is met, we cannot be held responsible for lost or late applications.

Safeguarding Statement:

Ascend Learning Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. We particularly welcome applications from underrepresented groups including ethnicity, gender, transgender, age, disability, sexual orientation, or religion.

Please note: Any position that involves working with children requires declaration of ALL convictions/cautions regardless of whether these are deemed as spent and a DBS check will be carried out before any employment commences.

References will be obtained before interview at shortlisting stage and may be used in the interview process. If previous employment has included working with children, then at least one referee must be from this employment regardless of whether this is the current or most recent employment

About the Ascend Learning Trust

The Ascend Learning Trust formed in 2017 and is a successful Trust with seven schools geographically spread across Wiltshire and Swindon.

The values of Compassion, Respect and Ambition are those which are essential in the Ascend Learning Trust and we are dedicated to ensuring every pupil achieves above and beyond their potential with secure and enduring relationships with and within each Academy in the Trust.

We offer Compassion – to understand and recognise the needs of the many members and stakeholders of each Academy whose lives will be enhanced and enlightened through their experiences in and out of the classroom.

We seek and offer Respect for the traditions, knowledge and experiences gained over many years in our Academies through developing and supporting both staff as they progress their careers in school and pupils on leaving school.

We seek and hold Ambition for our Ascend Learning Trust community for the future, its economic development, its safety, its ability to thrive, to be a great place to learn and to work and to have a vibrant educational community with amenities for all age groups.

As a member of our staff you will share our values of **Compassion, Respect and Ambition** working to achieve our shared mission of offering **Excellence for All**.

Each Academy and its staff seek to strengthen each other, sharing good practice and building capacity whilst maintaining its own identity and working with its own community.

We encourage applications from strong individuals who are passionate about providing opportunities for young people in our community, if you have the vision, energy and determination we welcome an application to join our Trust.

Work for Us

As well as our commitment to staff development opportunities we also offer a wide range of services which support your employment journey with us, these include:

Professional Development

The North Wiltshire School Centred Initial Teacher Training is part of our Trust training new entrants to the profession. We lead a Challenge Partner Hub of around 30 schools and are 1 of only 13 Designated OLEVI Centres in the country.

The aim is for our offer and indeed entitlement for staff to receive the very best possible opportunity. Investing in our staff is investing in our future. The structures on offer will focus on professional learning and look at highly effective strategies that work in the classroom. In addition, there will be a thematic approach to your development so that you can choose the most appropriate areas for your development. These themes will focus on Teaching and Learning, Leadership, and Coaching and Communication, and can either be taken in isolation or combined to increase your overall level of practice.

Benefits

We also offer an excellent staff benefit package which include discounts on high street stores, restaurants, cinemas and gyms as well as having a wellbeing hub and a cycle to work scheme. Examples of great discounts currently on offer include:

- 10% off Eyewear
- 20% off Gym Membership
- 25% off monthly subscription to online gym memberships
- Hundreds of offers and discounts and cashback on local and national stores
- On site flu vaccinations
- Teachers and Wiltshire Pension scheme
- Generous annual leave for support staff up to 30 days (+ 8 bank holidays per year)

Wellbeing

We are committed to ensuring all staff have a safe environment to work in and we promote good health and wellbeing. As a signatory of Carefirst we are committed to reducing the stigma attached to mental health and work with schools to develop a strategy for wellbeing for each school.

This includes:

- Developing a wellbeing statement which focuses on the commitment to support staff health and wellbeing.
- Providing opportunities to ensure there is a trained first mental health aider in each school.
- Supporting staff through a dedicated EAP which offers counselling, CBT courses and advice and guidance to all staff.
- Offering Occupational Health support to ensure staff are supported when required.

Job Description

Main purpose:

The headteacher will be accountable for:

- Ensure the school's ethos and strategic direction completely align with the aims and values of Ascend Learning Trust.
- Adopt, establish, and oversee systems, processes, and policies so the school can operate effectively within the Trust.
- Identify problems and barriers to school effectiveness and develop strategies for school improvement that are realistic, timely and suited to the school's context which fit into the Trust school improvement framework.
- Working with the Trust make sure all school improvement strategies are effectively implemented.
- Monitor progress towards achieving the school's aims and objectives.
- Be part of the Trust Educational Leadership Team (TELT) and be the number one advocate for the Trust within the school.
- As part of TELT be responsible for ensuring Excellence in Education for every child within the Trust.

Qualities:

The headteacher will:

- Uphold public trust in school leadership and maintain high standards of ethics, behaviour, and professional conduct.
- Build positive and respectful relationships across the school community and the trust.
- Serve in the best interests of the school's pupils.
- Hold and live by values which align to the Trust values of Compassion, Respect & Ambition.

Duties and responsibilities:

School culture and behaviour:

The headteacher will:

- Create a culture where pupils experience a positive and enriching school life.
- Uphold ambitious educational standards in order to prepare pupils from all backgrounds for their next phase of education and life.
- Ensure a culture of staff professionalism.
- Establish a culture of high standards of behaviour from pupils, built on rules and routines that are understood by staff and pupils, and clearly demonstrated by all adults in school.
- Use consistent and fair approaches to managing behaviour, in line with the Trust/School behaviour policy.

Teaching, curriculum, and assessment:

- In order to ensure Excellence in Education, the headteacher will:
- Establish and sustain high-quality teaching across all subjects and phases, based on evidence.
- Ensure teaching is underpinned by subject expertise.
- Effectively use formative assessment to inform strategy and decisions.
- Ensure the teaching of a broad, balanced, coherently sequenced and highly ambitious curriculum.
- Establish curriculum leadership, including subject leaders with relevant expertise and access to professional networks and communities.
- Use valid, reliable and proportionate approaches to assessing pupils' knowledge and understanding of the curriculum.

Boarding:

The headteacher will:

- Ensure all statutory compliance for the on-site boarding facility including line management of the Director of Boarding
- Work with the Director of Boarding and the Trust to ensure strategic development of the Boarding House
- Maintain at least a Good Ofsted rating with the SCIFF Ofsted framework.
- Engage and participate with external stakeholders (for example the Boarding Schools Association BSA) as an advocate of TWA's Boarding House.
- Ensure appropriate support to boarding staff/boarders is in place 24/7

Additional and special educational needs (SEN) and disabilities:

- The headteacher will:
- Promote a culture and practices that enables all pupils to access the curriculum.
- Have ambitious expectations for all pupils with SEN and disabilities.
- Make sure the school works effectively with parents, carers, and professionals to identify additional needs and provide support and adaptation where appropriate.
- Make sure the school fulfils statutory duties regarding the SEND Code of Practice.

Managing the school:

The headteacher will:

- Ensure staff and pupils' safety and welfare through effective approaches to safeguarding, as part of a duty of care
- Ensure support and challenge for all staff.
- Ensure rigorous approaches to identifying, managing, and mitigating risk.
- Maximise the potential of every individual.
- Maintain at least a Good Ofsted rating.

Professional development:

- The headteacher will:
- Ensure staff have access to appropriate, high standard professional development opportunities.
- Keep up to date with developments in education.
- Ensure training and continuing professional development is effectively planned, delivered, and evaluated.
- Make sure professional development opportunities draw on experts both within and beyond the school and Trust.
- Seek training and continuing professional development to meet the needs of all staff members.

Governance, accountability and working in partnership:

The headteacher will:

- Understand and welcome the role of effective governance through the Governing Body and the Trust Board
- Ensure that staff understand their professional responsibilities and are held to account.
- Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties.
- Work successfully with other schools and organisations within and beyond the Trust.
- Maintain working relationships with fellow professionals and colleagues within the Trust and the school to improve educational outcomes for all pupils.

Other areas of responsibility:

- To work with the Enterprise Company to ensure the Sports Centre and Boarding are viable.
- Where possible uphold the Military Convenance

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the headteacher will carry out. The postholder may be required to do other duties appropriate to the level of the role.

Person Specification

Criteria	Knowledge & Skills	Essential/Desirable
Qualifications & Training	Educated to degree level	E
	Evidence of continuous professional development or training in preparation for leadership	E
	Qualified Teacher Status	E
	Hold leadership qualification. OTS, NPQH, MBA	D
Experience	Successful leadership and management experience in schools	E
	Demonstrable experience of successful line management and staff development	E
	Involvement in school self-evaluation and development planning	E
	Demonstrate success in establishing a performance culture to drive improvements	E
	Experience of leading safeguarding to ensure safety of students, and staff at all times.	D
Skills	Commitment to uphold the 7 principles of public life (the <u>Nolan principles</u>) at all times	E
	Ability to lead and motivate the workforce to achieve a performance culture and a high standard	E
	Inspirational leadership which encourages all staff to raise to the challenge	E
	Flexible resilient attitude with the ability to embrace change	E
	Ability to work under pressure and prioritise effectively	E

Job Description

The application pack lists all the main duties of the post, together with further details of the competencies (skills), experience, qualifications, knowledge and abilities required to do the job. It is important that you identify the competencies, experience, qualifications, knowledge and abilities that will be assessed by application form, as you will need to provide evidence that you meet the criteria.

References

We will require two satisfactory references before a job offer is confirmed; one of which must be your line manager / headteacher in your present or most recent employment.

All staff are required to undertake employment checks which include:

- References (for all staff and volunteers)
- Right to work in the UK (ID check)
- Qualification checks
- Barred List check
- DBS check (for all staff and volunteers)
- Childcare Disqualification check (primary only)
- Health checks

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