



Trinity Academy Richmond

Proud to be a Church of England School

Headteacher
Full Time, Permanent
Required for September 2025
Salary L9-15, £60,644 - £70,293



Closing Date: Monday 28th April 2025, 9:00am
Interview Date: 6th & 7th May 2025
Start Date: September 2025

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Welcome from the CEO Trust Chair and LGB Chair

Dear Prospective Applicant,

Thank you for your interest in the position of Headteacher at Trinity Academy Richmond. We are focused on finding a committed, visionary, and suitably experienced professional to lead our unique school through its next phase of development.

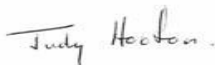
Trinity Academy Richmond is a lively and inclusive community, committed to delivering outstanding education to its pupils. Under the leadership of the current Headteacher, Trinity Richmond has made significant progress, achieving Good judgements across all areas during an Ofsted inspection in November 2024. This, together with a very successful SIAMS inspection in January 2024, has underscored the school's strong vision, dedicated staff, and inclusive environment, all aimed at providing the best for the children from the community it serves.

As part of the Dales Academies Trust, you will receive substantial support from leaders and staff across the Trust, as well as local governors, and the Diocese. All are fully committed to ensuring that Trinity Academy Richmond goes from strength to strength, providing the best possible education for the children that attend the school.

We warmly invite you to visit our school to experience firsthand the dynamic and supportive atmosphere that defines Trinity Academy Richmond. Please email recruitment@dalesmat.org or contact the Dales Academies Trust Office on 01609 561017 to schedule an appointment. If you would like a confidential discussion about the role, please contact the Dales Academies Trust Office via the same contact details and this will be arranged.

We look forward to welcoming you to Trinity Academy Richmond and exploring how you can contribute to its continued success.

Yours sincerely,



Judy Hooton
Chair of the Dales Trust
Board



Damian Chubb
Dales CEO



Jean Lang
Chair of Governors



Trinity Academy Richmond

Headteacher

Full Time, Permanent

Required for September 2025

Salary L9-15, £60,644 - £70,293

Within Dales Academies Trust, Trinity Academy Richmond is a Church of England Primary school with just over 125 pupils (including approximately 12 in the nursery and 113 from Reception – Year 6). It is located in Richmond in North Yorkshire. Richmond is one of Britain's most beautiful and vibrant market towns. With its iconic castle, fine historic buildings, sweeping cobbled market place and leafy riverside vistas, it is the original of no less than 105 worldwide Richmonds.' following in its ancient footsteps.

The school is at a key point in its history having recently improved significantly under the leadership of the current Headteacher. All aspects of school are rated as 'Good' by OFSTED (November 2024).

We are looking for a Headteacher to drive the next stage of the school's improvement journey. We wish to appoint an experienced and talented leader, with a track record of improving outcomes in their widest sense for all pupils. The successful candidate will be adept at managing change, translating strategy and vision into actions on the ground. Accomplished in building, developing and sustaining strong teams they will be a leader who models the behaviour expected of others and who will lead by example, the dedicated and committed staff of the school.

Beyond this, we are looking for a leader who will be:

- somebody who will actively live out and embed the Christian Vision and core Christian values of the school.
- a dynamic leader who can inspire, support and develop the talents of pupils and staff within a vibrant community of learners.
- relentless in their pursuit of the best outcomes for all.
- committed to ensuring equality of opportunity and social justice for all.
- adept in balancing appropriately the operational and strategic demands of the role.
- committed to the principles of appropriate accountability seen as a framework in which to achieve excellence for all.
- experienced in and committed to ensuring best practice to support disadvantaged pupils, including those with SEND.
- consistently modelling the behaviour expected from staff and pupils.
- passionate in developing a learning experience that genuinely meets the needs of all learners.
- a team builder and effective communicator.
- a lifelong learner.

The school / Trust can offer:

- a working environment with a strong sense of community and moral purpose.
- hard working pupils.
- a dedicated group of staff, committed to achieving the best outcomes for their pupils, through high quality pastoral care and Teaching & Learning.
- supportive Local Governors and central Trust team.
- a wide range of professional development opportunities, within the school's context and the wider Trust.
- high quality support for school leaders in their pursuit of excellence.

The skill set we have laid out is both extensive and diverse. Evidence of impact is important but so is your educational vision and philosophy. If you feel you have the right combination of experience and vision, we would be very interested to hear from you.

The successful post holder will be line managed by the CEO of Dales Academies Trust and accountable to the Chair of the LGB.

Interested candidates can obtain an application pack by visiting our website, [Dales Academies Trust](#) or emailing the Trust, recruitment@dalesmat.org. Visits to the school are welcome but by appointment only, please telephone 01609 561017 to arrange an appointment. If you would like a confidential discussion about the role, please contact the Dales Academies Trust Office via the same contact details and this will be arranged.

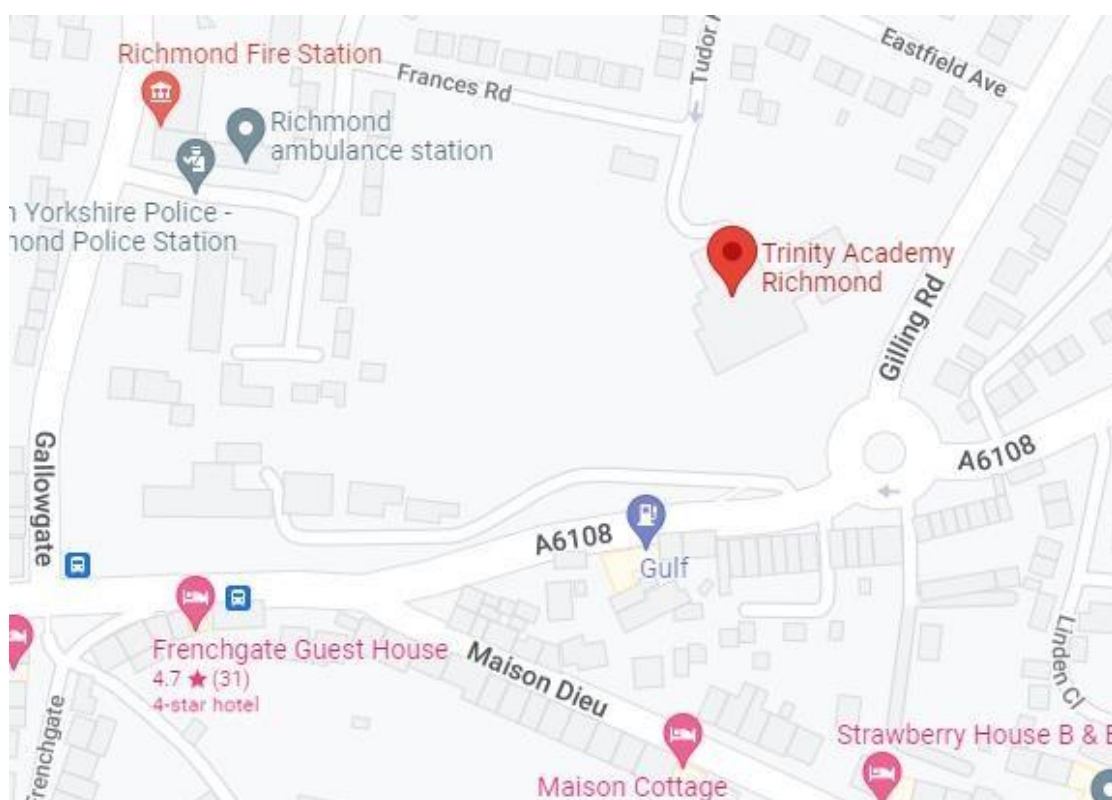
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Dales Academies Trust is committed to safeguarding and promoting the welfare of our pupils and young people. We have a robust Child Protection Policy and all staff will receive training relevant to their role at induction and throughout employment with the Trust. We expect all staff and volunteers to share this commitment. This post is subject to a satisfactory enhanced Disclosure and Barring Service criminal records check for work with children. This post is exempt from the Rehabilitation of Offenders Act 1974 and the Exceptions Order 1975 as amended.

How to find us



**Trinity Academy Richmond
Frances Road,
Richmond,
North Yorkshire, DL10 4NF**



About Trinity Academy Richmond CofE Primary School

Our vision and values

"The Parable of the Mustard Seed".

"Though it is the smallest of all seeds, yet when it grows, it is the biggest of all plants and becomes a tree, so that the birds come and make their nests in its branches."

(Matthew 13 vs. 31-32)

In our school, adults work hard to cultivate the soil for growth: its nutrients become rich, and the mustard tree flourishes into life.

Our children are like birds of all kinds who flock to nest in its branches to be nurtured, educated and inspired; they learn to welcome challenge and its endless possibilities.

As they realise their full uniqueness, limitless spirit and ambition, they are filled with the faith to fly, and soar high in the sky.

A very warm welcome to Trinity Academy Richmond where we support our learners to flourish into curious, aspirational, respectful, well-rounded individuals, ready to take their next steps into the world.

At our school, we begin caring for your child as soon as your family walks through the door. We believe that each step of your child's education is as important as the one before and everyone is encouraged and supported to believe in themselves and each other by working hard, having pride in their work and achieving their dreams. With this in mind, all members of the school community enjoy engaging in a wide range of opportunities both within school and beyond, which help them to grow academically, spiritually and emotionally.

Trinity Academy Richmond is located in the beautiful town of Richmond in North Yorkshire. It converted to an academy in 2017 and is part of the Dales Academies Trust.

As a Church of England school, Christian values are the foundation on which we are based and we have strong links with St Mary's Church

For further details please visit our school website: [Here](#)

About Dales Academies Trust

'Together for Excellence'

Dales Academies Trust (Dales) was established in 2017 as a Multi Academy Trust (MAT), with sponsor status, for the northern church schools of the Church of England dioceses of Leeds and York.

As with the other church MATs across both dioceses, the Trust is open to church and non-church schools with a core purpose of providing an inclusive education for children of any ability, culture, gender, sexuality, faith or no faith. The ethos is derived from, and informed by, the Church of England's commitment to education and schooling over more than 200 years.

Dales welcomed its first community school into the Trust in 2020 when Carnagill Community Primary School became the fourteenth setting to join our family of schools. To date Dales consists of the following schools:

School	Date of joining the Trust
All Saints CE Academy (Secondary)	September 2017
Eppleby Forcett CofE Primary School	November 2017
Middleton Tyas CofE Primary School	November 2017
Trinity Academy Richmond	November 2017
East Cowton CofE Primary School	November 2017
Kirkby Fleetham CofE Primary School	November 2017
Barton CofE Primary School	December 2017
Ravensworth CofE Primary School	December 2017
South Otterington CofE Primary School	January 2018
Croft CofE Primary School	January 2018
Ainderby Steeple CofE Primary School	January 2019
Thornaby CofE Primary School	July 2019
St Francis CofE Primary School	August 2019
Carnagill Community Primary School	April 2020
Great Smeaton Primary School	April 2024
Oakbridge CofE Primary School	September 2024

Oakbridge CofE Primary School is the Trust's first Free School, with Dales being named as the sponsor after a competitive process in April 2021; it opened with a cohort of Reception children in September 2024.

Everything we do is informed by our Vision that 'Working together for excellence', and rooted in quality, collaboration and care, we deliver exceptional learning experiences through inspirational teaching and nurturing a love of life-long learning. We dare greatly, travel hopefully and enable each other to flourish'.

In practice, for example, we have established a range of networks within the Trust, including the Primary Headteacher Partnership, which has at its heart, a focus on self-supporting school improvement, as well as subject partnerships, Early Years, SEND and a Chair of Governor's Forum. In addition to this all schools continue to play an active role

in partnerships beyond the Trust with settings being part of their local networks, senior MAT leaders linking with Teaching School Hubs and the CEO sitting on the Hambleton & Richmond Locality Board. We are committed to working in partnership to ensure the best possible outcomes for all pupils in Trust schools.

The Trust 5-Year Strategic Plan was published in January 2021; it focuses on three key areas, namely:

1. Ensure the best possible outcomes for all pupils	2. Recruit and retain the best staff	3. Grow appropriately, becoming a sustainable, viable organisation
through timely, intelligence led, research informed school improvement activities utilising high quality support and effective collaboration within a supportive accountability framework.	through establishing Dales as an employer of choice, committed to the ongoing development of its staff through rigorous, personalised, evidence based CPD and effective talent management at all levels of the organisation.	through optimisation of financial efficiencies, infrastructure and processes, to ensure fitness for purpose, and further informed by relationships with networks and organisations beyond the Trust.

All Trust Headteachers are actively involved in the delivery of the strategy and have within their Performance Management, a Trust objective, focused in the first instance on an area of particular interest to them that will benefit all.

Our successes to date have been due to the focused teamwork of leaders and staff in all schools operating within an organisation that has worked hard to establish its accountability framework as a driver for excellence.

Dales is at an exciting stage in its development with the establishment of even closer working between the practitioners in its schools and ongoing conversations with a number of schools interested in joining. We are very keen to maintain this momentum and are actively looking for creative and driven team players who will work with us on delivering the next phase of our growth.

Further details about the Trust can be obtained by visiting our website www.dalesmat.org and the Safeguarding & Child Protection Policy can be viewed via this [link](#).

JOB DESCRIPTION

Headteacher - Trinity Academy Richmond

Key responsibilities and accountabilities

- To fulfil all the requirements and duties as set out in the School Teachers' Pay and conditions Document relating to the Conditions of Employment of Head Teacher.
- To meet the National Standards for Headteachers as published by the DfE.
- To seek to achieve any performance criteria, objectives or targets agreed with or set by the Trust or School's Local Governing Body in accordance with the requirements set out in the agreed School Teachers' Pay and Conditions Document.
- To promote and safeguard the welfare of all children and young people within the school, by ensuring that the school's policies and procedures relating to safeguarding children and child protection are fully implemented and followed by all staff; resources are allocated to allow staff to discharge their responsibilities; and that staff, pupils, parents, and others feel able to raise concerns and that these are addressed sensitively and effectively.

The School's Local Governing Body wish a particular emphasis to be placed upon the following:

In the light of the school's Church of England foundation and their commitment to sustaining and developing their Christian ethos and values, the purpose of the role of Headteacher at Trinity Academy Richmond CofE Primary School is:

1. To raise standards across the school with particular reference to academic performance so that all pupils achieve to the very best of their ability.
2. Deliver and ensure an enriched, broad and high-quality curriculum, which delivers high standards, expectations and outcomes for all pupils and develops a love of learning.
3. Demonstrate and promote a distinctive Christian Vision and Christian values, set in the context of the Church of England's vision for education for the school in everyday working practice through optimistic personal behaviour, building of positive relationships and attitudes towards pupils and staff, and towards parents, governors and members of the wider community. Rooted in mutual respect, to ensure proper professional boundaries, and to treat each person as a unique individual of inherent worth.
4. Be responsible for working in close partnership with the Trust and Local Governing Body, stakeholders and Diocese to ensure the vision for the school is delivered.
5. To be accountable to the Trust and school's Local Governing Body on progress made

against the School's Development Plan objectives, making recommendations as to future priorities and actions.

6. To establish a vision of school improvement and to lead the staff and Local Governing Body to implement, review and evaluate the impact of the School Development Plans.
7. Ensure other members of the leadership team and individuals within the school have an opportunity to and are actively encouraged to make the development of staff even more important and to develop their leadership qualities and experience.
8. To lead in the provision of and delivery of outstanding learning and teaching.
9. To establish a reflective culture through a process of rigorous self-evaluation, including quality assurance and performance management at all levels.
10. To develop, inspire and motivate effective teams to deliver high quality education and thereby raise standards across the school.
11. Manage the financial and human resources effectively and efficiently to achieve the schools' Christian Vision and values in line with legal requirements.

General

The above principal accountabilities are not exhaustive and may vary without changing the character of the job or level of responsibility.

The postholder must be flexible to ensure the operational needs of the school are met. This includes the undertaking of duties of a similar nature and responsibility as and when required, throughout the various work areas in the school.

The Health and Safety at Work Act (1974) and other associated legislation places responsibilities for health and safety on all employees. Therefore, it is the postholders responsibility to take reasonable care for their own the Health, Safety and Welfare and other employees in accordance with legislation and the school's Health and Safety policies and procedures.

HEADTEACHER PERSON SPECIFICATION

The Selection Panel will be looking for evidence to support the following criteria. When completing your application please demonstrate evidence for each of the elements below.

Please note that your application will be shortlisted upon how well your application demonstrates you meet the person specification criteria detailed below.

KEY

A = Application	R = References	SA = Selection Activity	P = Presentation
FI = Formal Interview	E = Essential	D = Desirable	M = Meets Criterion

No.	Criteria		Sources of evidence					
	QUALIFICATIONS AND TRAINING	E/D	A	R	SA	P	FI	M
1	Qualified Teacher Status	E	✓					
2	Honours Graduate or equivalent	E	✓					
3	NPQH qualification, or willingness to work towards this.	D	✓					
4	Commitment to continuous training and further professional/academic study appropriate to the role.	E	✓					
	EXPERIENCE	E/D	A	R	SA	P	FI	M
5	Proven experience of successful senior leadership and management experience at Assistant Headteacher, Deputy Headteacher or Headteacher level in a primary setting	E	✓	✓				
6	Successful experience of teaching in more than one primary settings	D	✓	✓				
7	Successful experience of developing relationships and partnerships with key stakeholders	E	✓		✓	✓	✓	
8	Successful experience of leading and managing change, innovation and achieving high performance	E	✓	✓			✓	
9	Experience of drawing on best practice through effective working relationships, including with other schools and organisations, to inform school improvement and secure the best outcomes for all pupils	E	✓				✓	

No.	Criteria	Sources of evidence						
	KNOWLEDGE	E/D	A	R	SA	P	FI	M
10	Up-to-date knowledge and understanding of education and school systems including leading a school within a MAT	D	✓			✓		
11	A thorough knowledge of the National Curriculum, Ofsted and SIAMS frameworks	E	✓		✓			
12	The knowledge and understanding for the provision of an inclusive education that meets the needs of all pupils	E	✓	✓			✓	
	SKILLS The ability to:	E/D	A	R	SA	P	FI	M
13	Deliver excellent provision for all pupils, taking into account, for example, local and national priorities and financial considerations	E	✓				✓	
14	Actively support and embed the Christian Vision and core Christian Values of the school	E	✓	✓	✓	✓	✓	
15	Communicate effectively, having excellent oral, written and listening skills	E	✓	✓	✓	✓	✓	
16	Motivate and empower stakeholders to meet school improvement priorities	E	✓		✓	✓	✓	
17	Think and operate strategically	E	✓		✓	✓	✓	
18	Promote community cohesion	E	✓			✓	✓	
19	Manage staff effectively, within appropriate accountability frameworks, supporting their further development and holding them to account when necessary	E	✓				✓	
20	Raise standards through implementing research informed practice	E	✓	✓	✓	✓	✓	
21	Manage the school’s financial and human resources effectively and efficiently	E	✓		✓	✓	✓	
22	Establish effective teams, with distinct roles, responsibilities and accountabilities	E	✓		✓		✓	
23	Produce and implement clear, evidence-based improvement plans	E	✓	✓				
24	Use of the output of internal and external accountability processes to shape school improvement strategy	E	✓				✓	

	SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN AND YOUNG PEOPLE	E/D	A	R	SA	P	FI	M
25	Current knowledge on recent national and local safeguarding and child protection developments.	E	✓	✓			✓	
26	Promote safeguarding as the responsibility of everyone; ensure that the principles of safeguarding underpin school policy and practice.	E	✓		✓		✓	

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Selection Process Guidance

Our aim is to ensure that we recruit the right person for the job. We will ensure that the selection process is fair and without discrimination for or against any candidate based on age, ethnicity, sex, marital status, or sexual orientation. The person specification sets out the criteria used to assess candidates through the selection process.

We are committed to safeguarding our pupils and will assess the candidate's suitability for working with pupils as part of the selection process. We will check the accuracy of all information and investigate any perceived anomalies. We take up references prior to interview and use these to verify the information you have given us. Firm offers of employment are never made without satisfactory references. All potential employees are subject to an enhanced disclosure from the Disclosure and Barring Service. An online search will be undertaken for those candidates shortlisted.

Visits to the School

Visits to the school are warmly welcomed by prior arrangement, you will not be disadvantaged if you are unable to visit; we recognise that on this occasion there is a very limited timescale in which to undertake a visit. Please contact us on 01609 561017 or email recruitment@dalesmat.org to arrange an appointment. The visit will give you an opportunity to ask questions about the role and the school to assess if this is somewhere you would like to work.

Applications

Please ensure that all parts of the application are completed. We do not accept CVs as part of the selection process. Please ensure that you demonstrate how your experience and skills make you suitable for the position. Applications can be submitted online, via email or via paper copy.

Shortlisting

We assess all applications against the person specification criteria using the evidence you provide in your application. This is done by a panel of senior staff and governors. We carefully check all applications for anomalies.

Candidates who best meet the person specification will be invited to an interview. We will notify you by telephone with e-mail confirmation to follow. If you have not heard from us within three days of the shortlisting date, you have not been successful at this stage.

References

We request references for all candidates who are invited to interview. Requests will be made at the same time that candidates are invited to interview. Your first referee should be your current or last, employer.

Interview Process

The interview process will consist of a number of tasks and activities including a formal interview, over two days. These are designed to allow you to demonstrate your skills and abilities. You will be asked to bring proof of qualifications and identification

Final Selection

Following the tasks and formal interview, we will use the person specification as a guide to select the most suitable candidate for our school. We will then telephone each candidate to inform them of the outcome. We will give brief feedback during this telephone conversation.

Offer of Employment

We will make a verbal offer of employment by telephone on the day of the interview and this will be confirmed in writing. Any offer is made subject to:

- References satisfactory to us
- A satisfactory DBS check
- Provision of proof of identity and qualifications

Timeline

Closing Date: Monday 28th April 2025, 9:00am

Interview Date: 6th & 7th May 2025

Start Date: September 2025

Venue: Trinity Academy Richmond

We very much look forward to receiving your application.