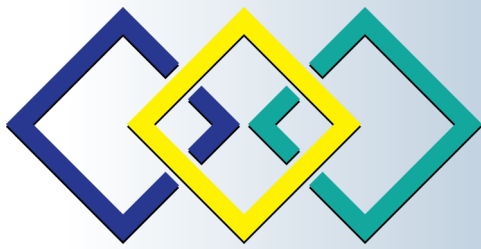


TRINITY HIGH SCHOOL
& SIXTH FORM CENTRE
"Excellence for All"



BORDESLEY MULTI ACADEMY TRUST

Headteacher Application Recruitment Pack



TRINITY HIGH SCHOOL & SIXTH FORM CENTRE

"Excellence for All"

A very warm welcome to Trinity High School

We are an 13-18 high school situated in the town of Redditch, Worcestershire. Our students mainly come from three local middle schools, but we also have students from further afield including Droitwich and Bromsgrove.

We are at the heart of our community. Students are encouraged to excel in all areas of school life; academically, socially, and personally. The school provides a secure, safe and caring environment that, when coupled with excellent teaching, ensures our students make excellent progress. We are a fully inclusive school and we are committed to the care and education of all members of our community.

The school has a long and varied history since 1904. However, Trinity was a founder member of the Bordesley MAT in April 2019, which includes Birchensale Middle School and Holyoakes Field First School. A further middle school, Woodfield Academy, will join Bordesley MAT next year.



About our school

Trinity High School is based in Redditch and currently attended by 955 students who travel from across the town. The school has a well-maintained range of buildings with specialist teaching facilities for all subjects including technology rooms, science labs, music studio, drama studio, sports facilities including sports hall and an all-weather pitch.

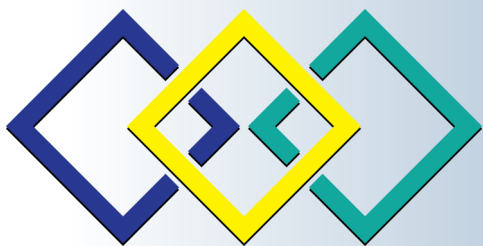
We have a dedicated SEND provision, The Abbey Centre, allowing children who have additional needs to fulfil their potential.

We have 66 teaching and 54 support staff to ensure that students are supported in meeting their full potential. Our staff are integral to the development of the whole child and all engage in some aspect of enrichment activity or extra-curricular provision.

"Trinity is one of the best schools in the country at outperforming expectations for their students and improving future prospects".

Chief Executive of the SSAT





TRINITY HIGH SCHOOL & SIXTH FORM CENTRE

“excellence for all”

Thank you for the interest you have shown in becoming the next leader of our school community. Please ensure you read the form carefully, completing and returning all sections and any requested additional information. Your completed application and supplementary information should be submitted via the TES website to office@trinityhigh.net by the time/date specified as the closing date on the job advertisement. Trinity High School is part of the Bordesley Multi Academy Trust.

Guidance and Information for applicants

If you have any questions about the completion of the application form, or if you require this form in an alternative format, please contact the school for assistance.

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.

- **Decision to shortlist:**

Your application form is an important part of the recruitment process. The decision whether or not to shortlist you for interview will be based on the information you provide on your application form; we do not take into account any previous applications or prior knowledge of you. Before you start to complete the application please read the Job Description and Person Specification carefully. These detail the knowledge, experience, skills and abilities needed. You should address how you meet these in your letter of application.

- **Recruitment monitoring form:**

We positively welcome applications regardless of age, gender, cultural and ethnic origin, religion, disability, gender and sexuality. To help monitor the effectiveness of our recruitment practices, to assess whether we are meeting the Public Sector Equality Duty and whether we are complying with relevant legislation, please complete the equality form with your application. It is used for statistical purposes only.

- **Application feedback:**

We will advise all candidates by email whether you have been successful for shortlisting or otherwise. We are only able to provide feedback for shortlisted candidates. If you have any queries / complaints about our recruitment procedures, please contact us via office@trinityhigh.net. Alternatively, you can call the school directly on 01527 585859.

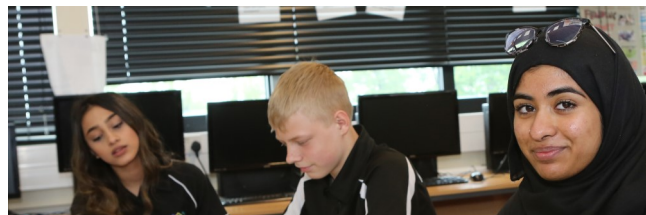
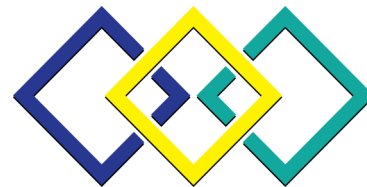
DATA PROTECTION NOTICE

Throughout our application form we ask for some personal data about you. We will only use this data in line with data protection legislation and process your data for one or more of the following reasons permitted in law: · You have given us your consent. · We must process it to comply with our legal obligations.





BORDESLEY MULTI ACADEMY TRUST



Trinity High School & Sixth Form Centre

Trinity High School is a successful, over-subscribed mixed 13-18 comprehensive school in Redditch. Ofsted judged the school to be good in all categories in October 2018, commenting that “the students are a real asset of the school”. Since this inspection we have continued to strive for excellence. We have embarked on an exciting teaching and learning journey, which is driven by a commitment to high quality curriculum and the very latest pedagogical thinking around cognitive science and learning.

We have a talented and highly committed staff, supportive governors and amazing students. Our buildings have excellent facilities and the Trust consistently ensures excellent financial management. The school has worked hard to secure consistently good outcomes for our students and has a strong commitment and practice staff development.

We are seeking to appoint an outstanding and inspirational Headteacher, who will lead us on the next stage of our improvement journey.

The successful candidate will be someone who is:

- A highly experienced senior leader, with the vision to identify the next steps on our improvement journey and the energy, drive and skills to lead and realise this.
- An outstanding role model who is relentlessly committed to improving the lives of the students in their care.
- Absolutely committed to the practice of improving social mobility, inclusion and a passionate advocate of high quality comprehensive education.
- An inspirational leader able to engage and motivate all stakeholders.
- Able to secure the highest educational standards whilst ensuring a culture and practice of care, wellbeing and support for our staff and students.

We will offer the successful candidate a great school to lead, significant support and opportunities for professional development.

The governors and trustees expect our students and staff to be challenged, motivated, respected, celebrated and most of all, inspired under the leadership of our new Headteacher. If this challenge excites you, we would love to talk to you about the prospect of becoming our new Headteacher.

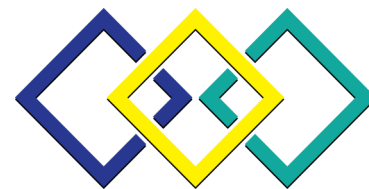
Prospective candidates are warmly encouraged to visit the school and opportunities to do this will be available on 22nd—26th November. To enquire about visits and make an appointment, in the first instance please email: Ms Jayne Reynolds, PA to the Headteacher on office@trinityhigh.net.



BORDESLEY MULTI ACADEMY TRUST



BORDESLEY MULTI ACADEMY TRUST



Start date: Easter 2022

Salary: L28—L34

Closing Date: Monday 29th November 2021

Interviews: 9th & 10th December 2021 (tbc)



On our website and within the application pack, you will find a range of documents that tell you more about the role and who we are looking for.

www.trinity.worcs.sch.uk

www.bordesley.mat.org

To apply for this position please use the application form from the TES website and complete their application process. If you wish to send any supporting documentation please send to office@trinityhigh.net by the closing date.

Trinity High School and Bordesley MAT are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expect all staff and volunteers to share this commitment.

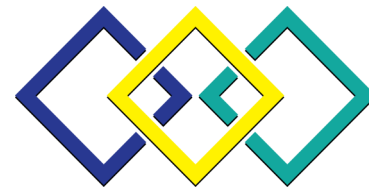
The successful candidate will have to meet the person specification, they will also be required to apply for an enhanced DBS disclosure and all other pre-employment checks outlined in Keeping Children Safe in Education.

We particularly welcome applicants from under-represented groups including those based on ethnicity, gender, transgender, age, disability, sexual orientation or religion.

We follow a strict pre-employment process in line with Safer Recruitment / Keeping Children Safe in Education. All appointments are subject to satisfactory pre-employment checks.

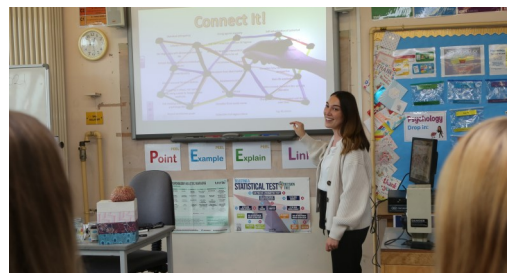


BORDESLEY MULTI ACADEMY TRUST



JOB DETAILS

Salary: L28—L34
Contract type: Permanent
Reporting to: Trinity High School Governing Body
Bordesley MAT Executive Headteacher/CEO
Bordesley MAT Trust Board of Directors
Member of the Bordesley MAT leadership



Main Purpose

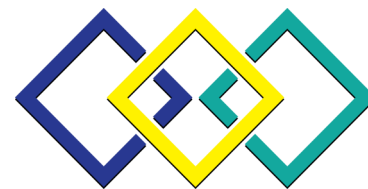
The headteacher will:

- Establish and sustain the school's ethos and strategic direction together with the governing board and through consultation with the school community
- Establish and oversee systems, processes and policies so the school can operate effectively
- Identify problems and barriers to school effectiveness, and develop strategies for school improvement that are realistic, timely and suited to the school's context
- Make sure these school improvement strategies are effectively implemented
- Monitor progress towards achieving the school's aims and objectives
- Allocate financial resources appropriately, efficiently and effectively
- Add value to the Trust by actively engaging in Trust strategy, activities, policies and procedures

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
- Serve in the best interests of the school's students



DUTIES AND RESPONSIBILITIES

The main duties and responsibilities for the new headteacher will include the following.

School culture and behaviour

The headteacher will:

- Create a culture where students experience a positive and enriching school life
- Uphold educational standards in order to prepare students from all backgrounds for their next phase of education and life
- Ensure a culture of staff professionalism
- Encourage high standards of behaviour from students, built on rules and routines that are understood by staff and students and clearly demonstrated by all adults in school
- Use consistent and fair approaches to managing behaviour, in line with the school's behaviour policy
- Work with Trust member schools to create a collaborative approach to teaching and learning across the Trust

Teaching, curriculum and assessment

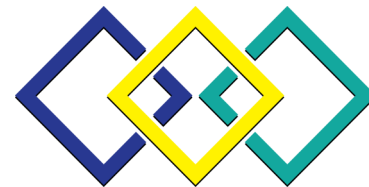
The headteacher will:

- 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, structured and coherent 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 students' knowledge and understanding of the curriculum

Additional and special educational and disability needs (SEND)

The headteacher will:

- Promote a culture and practices that enables all students to access the curriculum
- Have ambitious expectations for all students 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 students' safety and welfare through effective approaches to safeguarding, as part of duty of care
- Manage staff well with due attention to workload
- Ensure rigorous approaches to identifying, managing and mitigating risk
- Demonstrate effective use of public funds inline with the Academy Trust handbook

Professional development

The headteacher will:

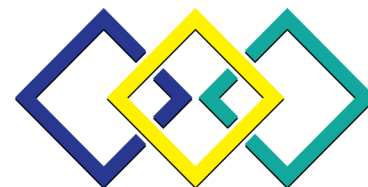
- Ensure staff have access to appropriate, high standard professional development opportunities
- Keep up to date with developments in education
- Seek training and continuing professional development to meet needs

Professional development

The headteacher will:

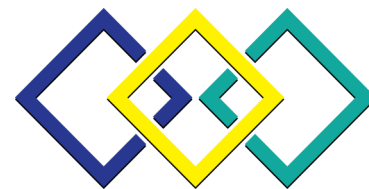
- Understand and welcome the role of effective governance, including accepting responsibility
- Report as required to the Governing Board and the Trust Executive Headteacher / CEO
- Ensure that staff understand their professional responsibilities and are held to account
- Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties
- Work successfully with other schools and organisations
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all students

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 post holder may be required to do other duties appropriate to the level of the role.



PERSON SPECIFICATION

Criteria	Qualities (E = Essential, D = Desirable)
Qualifications and training	<ul style="list-style-type: none"> • Qualified teacher status (E) • Degree (E) • National professional qualifications for headship (D) • Evidence of further continued development (E)
Experience	<ul style="list-style-type: none"> • Successful leadership and management experience in school (E) • Teaching experience (E) • Involvement in school self-evaluation and development planning (E) • Demonstrable experience of successful line management and staff development (E) • Track record of raising standards, managing change, leading innovations and successfully meeting challenges (E) • Record of effective personnel management (E) • Evidence of awareness of current educational practice, thinking and theory (E) • Successful collaboration with parents, governors, feeder and partner schools and other organisations within the wider community (E)
Skills and knowledge	<ul style="list-style-type: none"> • Broad range of data analysis skills, including the ability to use data to set targets/identify weaknesses and interpret financial data (E) • Understanding of high-quality teaching based evidence and the ability to model this for others and supports others to improve (E) • Understanding of school finances and financial management (E) • Ability to communicate a vision and inspire others (E) • Ability to build effective working relationships (E) • Robust ability to use a range of IT systems for school management (E)
Personal qualities	<ul style="list-style-type: none"> • Commitment to uphold the 7 principles of live (the Nolan principles) at all times (E) • A passion for getting the best outcomes for all students and promoting the ethos and values of the school (E) • Ability to work under pressure and prioritise effectively (E) • Commitment to maintaining confidentiality at all times (E) • Commitment to safeguarding, inclusiveness and equality, ensuring that personal beliefs are not expressed in ways that exploit the position (E)



Thank you for your interest, we look forward to receiving your application

