



SHIRES MULTI ACADEMY TRUST

HEADTEACHER

Webheath Academy Primary School



ABOUT THE TRUST

The Shires Multi Academy Trust is a family of academies working together to offer our communities excellent educational experiences, so that everyone in the Trust can flourish. We believe that developing an inclusive, proactive and dynamic culture, supports our staff and pupils in achieving what they are capable of.

There are currently six schools in the Trust: Webheath Academy Primary School, Feckenham Primary School, Ridgeway Academy, Studley High School, Astwood Bank Primary School and North Bromsgrove High School, all within a fifteen-minute drive of one other.

Shires MAT employs a collaborative approach where schools retain high levels of autonomy, enabling school leaders to focus on making a real difference for their pupils, staff and the wider community. This autonomy is framed by core systems and processes common to all schools which support safeguarding, finance, IT, HR, Health & Safety, SEND and Improvement planning and Quality Assurance.

Our Trust workforce benefits from positive and progressive policies aimed at supporting and developing people in their roles. We are continually looking at ways to improve our provision for both pupils and staff and will always try to provide the best possible environments in which to learn and work.

This is an exciting time to join the Trust, as expansion brings further opportunity for new roles, system development, and the potential to impact positively across the MAT.



Astwood Bank Primary School was opened in 1877 as an all-age school serving the village of Astwood Bank. In the subsequent hundred years the school underwent a number of changes culminating in its redevelopment as a First School during the 1970s, when the three-tier system of education was introduced in Redditch.



RIDGEWAY
SECONDARY SCHOOL

Ridgeway Secondary School is a coeducational secondary school located in Astwood Bank (near Redditch) in the English county of Worcestershire. Established in 1959, it was a middle school for many years, known as Ridgeway Middle School.



Feckenham CE Primary school, a small, rural, inclusive school in Redditch. We serve two small villages: Feckenham and Bradley Green, however we have many pupils from other, larger areas of Redditch and beyond. As well as having the fortune of beautiful surroundings we also have a wonderful Forest School site used by all our pupils all year round.



Studley High School is an outstanding 11 – 16 mixed Academy school with capacity for 850 students. It is a community where students care for one another and staff work tirelessly to support all students as they develop.



North Bromsgrove is an exciting place in which to work and learn. Our recent 'Good' Ofsted Inspection (January 2023) noted 'A calm and orderly culture which helps pupils to feel safe. Leaders have maintained their high expectations of pupils' and 'Teachers use their expert knowledge of their subject to explain new ideas and concepts clearly to pupils.'



Webheath Academy Primary School opened in 1944 in the village hall and moved to the present school building in 1959. We are a happy school and consider ourselves to be a very large and diverse family; here to challenge and support.

WELCOME

Thank you for your interest in the role of Headteacher at Webheath Academy Primary School.

Webheath Primary School is part of the Shires MAT which is a trust of three primary schools and three secondary schools. We are looking for someone who has the energy, enthusiasm, integrity and ability to think strategically and take our school forward for the benefit of all our students, teaching and pastoral team, and our parents and local community

It is essential we employ a leader who shares our Trust and schools vision and values and demonstrates behaviours consistent with our values.

Webheath Academy Primary Schools has a clearly articulated vision which is “**Learning, Creating and Growing Together**”. This vision is supported by the five values of, **Kindness, Zest, Respect, Nurture and Integrity**. These values are built into all aspects of the schools life, through the experienced teaching and pastoral team, through the pupils leaning and development and through the support of the parents and local governing committee.

To get the right Headteacher for Webheath Academy Primary School and Shires MAT we are looking for:


- An experienced leader with the skills and aptitude to recognise and support the important and flourishing parts of the school and balance this with development work required to improve the school further.
- A leader who can work collaboratively within the Trust and throughout the school, to ensure clarity of focus on key priorities, whilst managing change effectively.
- A collaborative leader who can recognise their own strengths and areas for development, shaping a complementary leadership team to deliver excellence at Webheath Academy Primary School.
- A leader with the ability to know when to coach and delegate to ensure distributed leadership and shared aims across the school.
- A transparent, open and honest leader who can develop a constructive and valuable relationship with governors, trustees and colleagues.

The school sits in the heart of the Webheath community and provides an anchor for the learning and development of young pupils in this community. You will be supported by a caring and conscientious governing committee and trustees from within Shires MAT, as well as a well- established central team, including school improvement partners and the CEO. The relationship between Headteacher and the Chair of Governors is also key and I look forward to working constructively and supportively with the successful candidate. We sit within an outward facing Trust with high autonomy for school leaders but significant support for business, finance and operations across each school.

Our new head teacher will be looking to develop an already good school into an outstanding school. Guiding the support and development of the senior leadership team and the teaching and pastoral team to deliver a leaning, creating and growing together environment for every pupil.

In addition to the application form please use a letter of application (no more than 750 words) to outline why you are the right person for this role, using the person specification to guide your response.

I look forward to receiving your application.



David Sullivan

Chair of Governors – Webheath Academy Primary School



WHY WORK WITH US?

Shires MAT is a small MAT with **high ambition to grow and develop** as a regional organisation where **excellent practice** and **motivated staff** support a **caring and high performing environment** for all within the Trust.

Our schools are performing well overall but there is more to be done to meet our ambitious 2030 goals linked to **outcomes, finances, reputation and sustainability**.

Our approach is based around core systems of alignment for aspects such as finance, Safeguarding, SEND, Compliance and IT, combined with autonomy for school leaders to develop in school systems and practices to promote an **excellent education**. This means we need to recruit headteachers with the ability to work collaboratively as part of a wider Shires leadership team but also the experience to guide, develop and deliver a school ethos and vision and promote excellent outcomes and experiences for pupils.

Opportunity is very important to the Shires MAT, not only does the MAT promote and encourage cross school interactions and opportunities for pupils but each school also has a diverse and impactful array of experiences available for all pupils. Each school within Shires is working towards ever closer relationships and interactions within the communities they serve, developing as 'anchor' institutions.

If you are someone who values community and understands the benefit of opportunity for all, regardless of background or starting points, and you have a passion for ensuring every pupil and every member of staff should be supported to learn and grow and develop as individuals, then Shires MAT is a place where you could thrive.

This versatility and understanding is important to us and we recognise that to employ and retain high calibre people who will support our Trust vision, always promote high quality provision and have the diligence to always develop and improve both self and others, we need to offer a fantastic place to work with the right culture and additional benefits.

The headteacher group across the trust is supportive and you will find a welcoming and inspirational environment in which to grow as a headteacher. Central staff often make visits to various schools and are also made to feel welcome and part of the wider trust team of over 400 staff. The central team has grown over the past three years to incorporate a chief finance officer, a finance team, a chief operations officer and chief executive officer.

The centralised offer for primary schools is also being expanded with Estates, HR and school relationship managers about to be recruited. This team works closely with staff in each school to help deliver great experiences and opportunities for both staff and pupils.

As we continue to expand our offer, we need to recruit dynamic, forward-thinking people with the skill set and ability to add value to our successful organisation.

We provide high quality CPD (through online platforms or separate courses/events) to enable staff to develop their practice, skills and expertise in their role.

All staff are enrolled into the generous LGPS or TPS schemes with employer contribution rates in excess of 20%. There really are excellent pension options within the Trust.



All staff benefit from;

- Salary sacrifice schemes electric vehicles (some restrictions on use)
- Bike to work scheme
- Free flu jabs
- Employee assistance programme
- Access to mental health first aiders
- Wider development programmes and CPD opportunities

We have an excellent track record of developing staff to take on greater responsibility and build their career.

In the past three years, ten new roles have been created within the trust, and with projected growth in 2025, further opportunities for school leaders will be available. In terms of opportunities for headteachers, it is highly likely we will be expanding to eight-ten primary schools within the next twelve months, so opportunities for wider leadership are on the horizon within Shires.

Whether you are an experienced deputy looking for your first headship or an experienced headteacher looking for further challenge and development we have an environment where you will be supported, mentored and coached to achieve your ambitions.



Webheath Academy Primary School

Webheath First School was opened on the current site in 1959. We converted to an academy in August 2012 and became a primary in September 2016. We joined the Shires MAT in September 2020.

We are a two form entry school with a pre-school, breakfast club and after school club. We currently have 443 children on roll (including 39 pre-school children).

Our school is more than a school; we are to children what mother nature is to life. We provide roots in the ground that are the foundations on which every individual can mature.

The trunk is our strength that supports us all through the sunshine and storms. From the trunk, each branch finds its own direction to grow, becoming stronger over time.

Each branch has a desire to reach the heights of the sky, growing towards the light above.

From the branches, buds of curiosity appear and transform into leaves of knowledge.

The tree will thrive with the care and support of those around, who take time and patience to provide nurture and nourishment.

As the seasons change, richness and diversity spark excitement and creativity.

Everyone here, and the community beyond, will blossom, leaving full and ambitious lives under the canopy of Webheath. Beneath the tree, the view of success will be admired by all who are touched by its beauty.



The Webheath Way



We are proud to be the very best that we can be.

Learning, Creating and Growing Together



THE ROLE

Salary: L18-L24

Contract type: Full Time Permanent

Reporting to: Local Governance Committee and CEO

Responsible for: Leadership of Webheath Academy Primary School, within the Shires MAT

Main purpose

The headteacher will:

- Ensure a culture of effective safeguarding within the school, providing a safe, secure environment where all pupils can thrive.
- Establish and sustain the school's ethos and strategic direction together with the governing board and through consultation with the school community, supported by the CEO.
- 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 implemented effectively.
- Monitor progress towards achieving the school's aims and objectives.
- Allocate financial resources appropriately, efficiently and effectively working within a dedicated school budget, supported by a dedicated finance manager and central Team.
- Ensure effective, collaborative relationships contribute to rapid progress within the school.
- Contribute as required, to wider Trust priorities in collaboration with other Trust senior leaders.

Qualities

The headteacher will:

- Uphold public trust in school leadership and maintain high standards of ethics, behaviour and professional conduct.
- Uphold and demonstrate the Seven principles of Public Life.
- Build positive and respectful relationships across the school community.
- Serve in the best interests of the school's pupils and promote wellbeing across the workforce.
- Engage in positive and proactive relationships to ensure the success of the Shires MAT.

Duties and responsibilities

School culture and behaviour

The headteacher will:

- Create a culture where pupils experience a positive and enriching school life and make the most of opportunities presented.
- Uphold educational standards to prepare pupils from all backgrounds for their next phase of education and life.
- Ensure a culture of staff professionalism.
- Encourage 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 supportive, consistent and fair approaches to managing behaviour, in line with the school's behaviour policy
- Ensure a culture of high staff professionalism.
- Ensure all safeguarding systems and processes are robust and underpin an excellent provision.

School Improvement

The headteacher will:

- Make use of effective and proportional processes of evaluation to identify and analyse complex or persistent problems and barriers that limit school effectiveness and identify priority areas for improvement.
- Develop appropriate evidence-informed strategies for improvement as part of well-targeted plans that are realistic, timely, appropriately sequenced and suited to the school's context.
- Ensure careful and effective implementation of improvement strategies, which lead to sustained school improvement over time.
- Work effectively within the Trust school improvement team to ensure an evidence based, triangulated approach to school needs and strengths.

Teaching, curriculum and assessment

The headteacher will:

- Establish and sustain high-quality teaching across all subjects and phases, using evidence-based research and practice.
- 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 that is well sequenced and clearly communicated to all stakeholders.
- Establish curriculum leadership, including phase and subject leaders with relevant expertise and access to professional networks and communities, providing them with challenge and opportunities for professional development and growth.
- Use valid, reliable and proportionate approaches to assessing pupils' knowledge and understanding of the curriculum.
- Ensure the use of evidence-informed approaches to reading so that all pupils can develop their reading (Including phonics).
- Ensure pupils experience a wide range of opportunities within and beyond the school curriculum to develop and promote ambition, confidence, cultural capital and belonging.
- Support alignment of provision within the MAT where pupil experiences and progress will be enhanced.



Additional and special educational needs (SEN) and disabilities

The headteacher will:

- Promote a culture and practices that enables all pupils to access the curriculum and learn effectively.
- Have ambitious expectations for all pupils with SEN and disabilities.
- Make sure the school works effectively with parents, carers, professionals and Trust leads 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 pupil safety and welfare through effective approaches to safeguarding, as part of duty of care.
- Manage staff well, with due attention to wellbeing and workload.
- Ensure rigorous approaches to identifying, managing and mitigating risk using Trust mechanisms to support compliance and the safety of all.
- Work closely with the CEO, CFO and wider MAT team to ensure effective systems linked to site, catering, finance, risk management and contracts.

Professional development

The headteacher will:

- Ensure staff have access to appropriate, high standard professional development opportunities linked to whole school, MAT, and individual priorities.
- Keep up to date with developments in education and model continual development to staff.
- Seek training and continuing professional development to meet needs and support further leadership development.
- Ensure that professional development opportunities draw on expert provision from beyond the school, as well as within it, including nationally recognised career and professional frameworks and programmes to build capacity and support succession planning.

Governance, accountability and working in partnership

The headteacher will:

- Understand and welcome the role of effective governance, including accepting responsibility and working as part of a governance structure including Local Governing Committees and the wider 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.
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils.
- Promote collaborations within the Trust.
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Other areas of responsibility

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. Headteachers are a fundamental part of the Shires MAT leadership structure and are expected to support and contribute to MAT developments and priorities as part of that team.



PERSON SPECIFICATION

Shires MAT is a values driven organisation where **Nurture, Equity, Service and Wisdom** guide our provision as a Trust. Whilst these values act as an overarching guide across our organisation, each school remains unique, and each context has its own set of school values to support pupils in their learning and development. All staff within the MAT follow an appraisal and development approach linked to NESW and as such it is essential headteachers understand and enable the values to permeate through their approaches to staff, pupils and the wider community.



Criteria - These will be assessed through application, interview, references, activities, and presentations

Qualifications:

Qualified Teacher Status
NPQH or a commitment to undertake the qualification within 6 months of being appointed is desirable
Evidence of commitment to continuous professional development

Leadership Skills:

The ability to lead and manage staff and pupils to work towards common goals. We are looking for evidence that candidates can:

- Create and secure commitment to a compelling vision and culture for the school.
- Hold and articulate clear values and moral purpose, focused on providing an excellent education for pupils.
- Create a secure supportive and nurturing environment where pupils and staff can thrive and succeed.
- Demonstrate optimistic personal behaviour, positive relationships and attributes towards pupils, staff, parents, governors, Trust colleagues and members of the local community.
- Lead by example – with integrity, creativity, resilience and clarity – drawing on own scholarship, expertise and skills, and that of those around them.
- Build upon our current levels of performance to secure rapid progress, by supporting and developing team-working across the whole school community and the MAT as appropriate.



- Initiate and manage change and improvement in pursuit of higher standards and strategic objectives.
- Prioritise, plan and organise their own work and direct and co-ordinate and provide professional direction to the work of others, demonstrating behaviours exemplifying equity and respect.
- Devolve responsibilities, delegate tasks and monitor performance to ensure high standards and the development of professional practice among staff, with evidence of objective assessment of the work of staff.
- Create a structured environment where pupils and staff can thrive, setting standards and providing a role model for pupils and staff.
- Manage and motivate staff to achieve the highest standards, within the necessarily constrained resources of the school.
- Communicate effectively with all stakeholders to ensure clarity of vision and performance and to support trusting relationships.

Competence and Expertise:

Candidates should have the professional competence and expertise to:

- Command credibility and respect through expertise, experience and commitment to professional development.
- Clear understanding of effective safeguarding policy and practice linked to statutory provision and working with external agencies.
- Lead the safeguarding of pupils under the school's care and assure that we prioritise their welfare.
- Make informed use of inspection, benchmarking and research findings, applying good practice from other organisations and sectors.
- Contribute meaningfully to a 'greater good' through service to the profession and community served.

Communication and Problem-Solving Skills:

The ability to investigate problems, find and evaluate solutions, make decisions and communicate effectively. We will be looking for evidence that candidates can:

- Think creatively and imaginatively to anticipate and solve problems, and identify opportunities for the school.
- Demonstrate wisdom in their choices, use of knowledge and approaches to problems and challenges.
- Interrogate numerical and financial data with confidence and use it to make decisions based upon analysis and interpretation.
- Seek advice and support where necessary.
- Demonstrate reasoned judgement in difficult circumstances.
- Deal sensitively with people of very different and demanding expectations, demonstrating an ability to avert and resolve conflict.
- Communicate and influence effectively with, and secure the co-operation of, a wide range of people.
- Create a culture of effective communication across the whole school community, and implement appropriate systems to support this.
- Chair meetings effectively.
- Develop, maintain and use an effective network of working contacts across all agencies and communities the school interacts with.



Personal Effectiveness:

The ability to plan and use time effectively and to manage emotional and physical responses to events. Self-motivation and a strong positive impact on people. We will be looking for evidence that candidates can:

- Work under pressure and to deadlines.
- Demonstrate resilience but also seek advice and support to work collaboratively and with humility, even in the toughest of circumstances.
- Achieve challenging professional goals.
- Take responsibility for their own professional development.
- Create a strong, positive, personal impact, conveying authority, confidence and warmth.
- Demonstrate adaptability to changing circumstances and new ideas.
- Demonstrate an understanding and commitment to equal opportunities and in dealing with any issues of perceived discrimination.
- Demonstrate courage, vigour, pragmatism and perseverance.
- Demonstrate enthusiasm for and commitment to the role, along with reliability and absolute integrity.
- Seek and embrace feedback to grow and improve as a leader.

Tour dates for the school will be on **17th and 22nd January**, please call the school or email **office@waps.shiresmat.org.uk** to arrange a visit, and for further information please contact the Susanna Cookes, School Business Manager or Sandra Thornewell via the office on 01527 544820.

Closing date is 24th Jan at 10am and interviews to be held week commencing 27th January.





General enquiries: hello@shiresmat.org.uk
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For teacher training enquiries: traintoteach@shiresmat.org.uk



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