



**Kernow Learning**

A collage of images on a teal background. In the top right, a person's hands are using a microscope. In the bottom left, a pair of hands is holding a small green plant. The images are cut out and layered over the teal background.

# Recruitment Information Pack



# Welcome

## Headteacher Designate

## Kernow Learning Values

Thank you for your interest in joining Kernow Learning. We are a family of twenty schools across Cornwall which closely work together in a collaborative way to share, learn from, and support each other for the benefit of all.

Our aim is to provide both rigorous and effective school improvement and financial

stability to ensure all of our schools continue to provide the very best education in the communities that they serve. Our vision is summed up in... 'Building Excellent Schools Together.' This vision signals our collaborative, partnership approach and involves every employee of our Trust and extends to our children, and their families.

Our inspiring team of leaders at strategic, school improvement and governance levels are what sets this Trust apart from the rest, in addition to excellent training and career opportunities.

This pack contains information about our Trust and the Headteacher Designate vacancy, with details on how to apply to set up and lead this new school.

Respect  
Collaboration  
Inclusivity  
Community  
Wellbeing

Equality  
Integrity  
Happiness  
Teamwork  
Learning

Jennie Walker, Trust CEO

## What it means to be part of Kernow Learning

To work collaboratively to develop and improve teaching, learning and social and emotional development. Our primary concern is to develop independent and confident citizens of the future.

We recognise our place in our local and wider communities. We encourage academies to embrace their position in the heart of their community to ensure they respond to the needs of stakeholders within the locality.

We set exceptionally high expectations for our pupils and do whatever it takes to achieve these. We set equally high expectations of our staff and have a rigorous performance management process in place to ensure that staff are supported, developed and challenged.

To reinforce a culture of excellent behaviour and commitment to learning through building positive relationships between pupil and staff and parents. In each area of our schools, we ensure that all pupils, and their families, are well known to the school so no child will go unnoticed.

To have a commitment to training and professional development. We hold regular joint staff training days and have a rigorous programme of induction for all new staff. We expect and encourage all members of staff to be active.

All staff have a responsibility to be positive, respectful and supportive of each other. Our commitment is for positivity to resonate throughout our schools, creating a climate for educational success.



“The Trust’s school improvement plan is dynamic and each academy personalises it to meet the needs of their academy. There is school to school support where everyone is a giver and receiver which has really helped to share expertise and strength leading to improvement.”

Kernow Learning Headteacher

“The regular Hub meetings, cross Trust and wider school links used for moderation and advanced training are really effective.”

Kernow Learning Leader

## Sky Primary and Eden Project Nursery

We are excited to announce this fantastic, ‘once in a lifetime’ opportunity to be an inspirational Headteacher Designate to join our Trust and lead the opening of our brand-new school, Sky Primary and Eden Project Nursery opening in September 2022.

Sky Primary is a new 210 place primary school with a 26-place nursery in the heart of West Carclaze Garden Village on the outskirts of St Austell.

West Carclaze is a new garden village being developed by Eco-Bos. They aim to deliver an environmentally friendly development with enhanced biodiversity. They are transforming former china clay workings into a vibrant new eco-community consisting of 1500 homes of which 150 are planned in the first phase (January 2021). Our environmental sustainability ethos is shared with the vision of Eco-Bos and the Eden Project and is in line with initiatives such as the Cornwall Local Plan, the Local Enterprise Partnership Strategic Economic Plan, and the Future Cornwall Sustainable Communities Strategy.



We are looking for an exceptional individual who will take a leading role in establishing the new school during the pre-opening phase. The successful candidate will have two terms to ensure the timely opening of the school in September 2022. The role will require working with the trust, the local authority and the DfE as well as engaging with parents, carers, community members and other stakeholders.

This role will be the first appointment for the new school. The Headteacher Designate will have responsibility for leading the recruitment strategy and contributing to the development of documentation specific to Sky to ensure readiness to open. As an ambitious Headteacher Designate, the successful candidate will lead the school with a commitment to create an exceptional primary school where children become confident, connected, curious, resilient, collaborative learners with a real understanding about Global and Environmental issues.

Our ideal candidate will be an existing or aspiring Headteacher who can demonstrate senior leadership experience with strategic responsibilities, along with a passion for outdoor learning. The Headteacher Designate will be an inspirational role model for staff and pupils and demonstrate a zest for wellbeing and nurturing of staff and pupils alike, as well as expertise in: -

- thinking strategically to meet our vision of excellence.
- communicating effectively with all stakeholders.
- living the ethos, values and vision of the School and the Trust.

In return we can offer:-

- the opportunity to work with a unique, ambitious, and growing trust. As a Multi-Academy Trust of primary schools in Cornwall, the Headteacher Designate will be part of a dynamic and ambitious team, dedicated to exceptional education and care;
- the chance to be part of a team that is responsible for developing, improving and delivering exciting and innovative provision for all children;
- the support of an established board of Trustees and a skilled and engaged pre-opening team;
- the opportunity to shape the school from day one and set the tone in the first years of operation



We believe that a deep understanding of nature inspired learning, sustainability and global learning will underpin the core principles and values that our children will need as they become the adults of tomorrow.

The deeply held belief 'start local, think global' promotes outward facing collaboration and partnerships which will ensure we have an outstandingly aspirational school built on mutual respect and compassion.

The school will have an authentic green and sustainable agenda woven into all aspects of curriculum, practice and the very fabric of the building. The children will be actively engaged in a sustainable education for the future through a creative curriculum that goes far beyond recycling and conserving energy.

An outdoor nature-based learning approach which will be central to learning experiences, will lead to significant benefits for children's health, happiness, well-being, and development in their relationship to the environment and each other.

Our vision for Sky is to achieve an outstanding school with a global and sustainability education ethos that supports the cohesion of a large new community using the underpinning vision of the Garden Village with a clear focus on preparing pupils to be global citizens of the future.

The successful candidate will be required to embed a school curriculum with reference to the National Curriculum, enriched with learning about the environment, sustainability and global citizenship. The school will have outdoor learning zones to maximise learning through doing, build independence and promote self-esteem, creativity and a positive attitude towards learning.

If you think you are the right person for this role, please call in the first instance for a conversation with our Chief Executive Officer, Jennie Walker on 01637 303106.

Application forms are available from the Kernow Learning website: [www.kernowlearning.co.uk](http://www.kernowlearning.co.uk)

**Closing date for applications: 9.00 a.m. on 24th September 2021**

We look forward to hearing from you.

## Job Description: Headteacher Designate (Group 2 pay range L8 to L21)

**Responsible to:** Trust CEO, Directors and Members

This appointment is subject to the current conditions of employment of teachers contained in the School Teachers' Pay and Conditions Document, the Education Act 2002, the required Teacher's Standards 2013, other current educational legislation, and the Academy's articles of government.

This job description may be amended at any time following discussion between the CEO and Headteacher Designate and will be reviewed annually.

### Job Purpose:

To work closely with the CEO, Trustees, Hub Lead and Local Advisory Board members (Governors) to provide vision, leadership, and management for Sky Primary and Eden Project Nursery so as to secure sustained success and high-quality education for all of our pupils.

- To be responsible for the day-to-day leadership and management of Sky Primary and Eden Project Nursery.
- To help provide an environment in which staff and pupils are enabled to achieve their full potential.
- To promote the aims of the school through implementation of the policies of the members, trustees, and governors

**The Headteacher will have overall responsibility for the Leadership and Management of every aspect of the school and nursery. S/he will build on the Trust's culture of outstanding learning and teaching and ensure that the school delivers an outstanding, innovative and exciting curriculum to enable all pupils to become global citizens who can make informed choices that will have a positive impact locally and globally. The successful candidate will share our ethos of high expectations and nurture a rigorous approach to behaviour management.**

### Key Areas will include:

- Day to day running of the school
- Assessment of FS, KS1, KS2 and data analysis
- Training and coaching
- Ensuring leadership and management of provision to enable effective teaching and learning
- First point of contact for parents
- Provision of disadvantaged pupils
- Interventions
- Curriculum
- Overview of teaching and learning
- Monitoring and support of teaching and learning
- FS-EYFS induction
- Transition activities

### Duties and responsibilities:

- To be performed in accordance with the provisions of the School Teachers' Pay and Conditions Document and within the range of teachers' duties set out in that document.
- To provide leadership for, and management of all primary school and nursery staff and children and specifically to be accountable for:-

- > The core provision of teaching and learning, assessment and reporting, curriculum and timetabling;

- > External relationships with the community and other stakeholder
- > Creating a culture which supports effective learning, inspired teaching and respectful relationships
- > Being part of a constructive, collaborative member of the East Hub team of the Trust network and to model the standards and behaviours of an outstanding leader in education
- > All material aspects of the school; finance, buildings and site working with the Central Finance Team
- > The provision and outcomes of Eden Project Nursery.

**Strategic Direction and Development of the school:**

- Work closely with the Trustees and Governors, CEO, Hub Lead and other stakeholders to ensure that the vision and strategic plan are effective and pertinent to the school.
- Demonstrate the vision and values in everyday work and practice.
- Motivate and work with others to create a shared culture and positive climate.
- Fully support the CEO, Trustees, Governors and staff to develop a safe, secure and inspirational environment for pupils.
- Develop further links with West Carclaze Garden Village, The Eden Project and the wider community, local schools and with parents to ensure Sky Primary and Eden Project Nursery can celebrate its successes.
- Ensure that those involved in the school are committed to its aims and support them in meeting objectives that secure the educational success of the school.
- Ensure that the management, finances, organisation and administration of the school effectively support its vision and aims.
- Ensure that policies and practices take account of national, local and school data including inspection and research findings and the outcomes of school self-review.
- Monitor, evaluate and review the effects of the school’s policies, priorities and targets and take action if necessary.
- Be open to change in the future development of the school.

**Leading Teaching and Learning:**

- Ensure a consistent and continuous trust-wide focus on pupils’ achievement, using data and appropriate benchmarks to monitor progress in every child’s learning.
- Implement an effective assessment framework.
- Monitor, evaluate and review classroom practice and promote improvement strategies.
- Challenge underperformance at all levels and ensure effective corrective action and follow-up.
- Ensure a culture and ethos of challenge and support where all pupils can achieve success and become engaged in their own learning.
- Demonstrate and articulate high expectations in delivering the innovative outdoor curriculum and set challenging targets for the whole school and nursery.
- Implement strategies that secure high standards of behaviour and attendance.

**Efficient and Effective Deployment of staff and resources (in partnership with the CEO):**

- Help to build a collaborative learning culture within the school and actively engage with other schools to build effective learning communities.
- Help to develop and maintain effective strategies and procedures for staff induction, professional development and performance review.
- Acknowledge the responsibilities and celebrate the achievements of individuals and team.
- Develop and maintain a culture of high expectations for self and for others and take appropriate action when performance is unsatisfactory.
- Regularly review own practice, set personal targets, and take responsibility for own personal development.
- Manage own workload and that of others to allow an appropriate work/life balance.
- Manage and organise the academy environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations.

- Be responsible for promoting and safeguarding the welfare of children and staff.
- Use a range of technologies effectively and efficiently to manage the academy.
- Promote a positive ethos and a safe environment in which the highest achievements are expected from all members of the academy community.
- Promote good order, discipline, and high morale throughout the school community.
- Create and maintain good working relationships among all members of the academy community through effective communication.

**Accountability (in partnership with the CEO):**

- Use a range of evidence, including national data and the academy’s own performance data, to support, monitor, evaluate and improve aspects of school life, including challenging poor performance.
- Work closely with the trustees and governors (providing information, objective advice and support) to enable it to meet its responsibilities.
- Reflect on personal contribution to academy achievements and take account of feedback from others.

**Strengthening community (in partnership with the CEO):**

- Help to build an academy culture and curriculum that takes account of the richness of the academy’s communities.
- Ensure learning experiences for pupils are linked into and integrated with West Carclaze Garden Village, The Eden Project and the wider community.
- Provide a range of community-based learning experiences.
- Collaborate with other agencies in protecting children and providing for the academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families.
- Create a wholly inclusive environment.
- Create and promote positive strategies for challenging racial and other prejudice and dealing with racial harassment.
- Promote British values throughout the life of the school.
- Create and maintain an effective partnership with parents and carers to support and improve pupils’ achievement and personal development.
- Seek opportunities to invite parents and carers, community figures, businesses or other organisations into the school to enhance and enrich the school and its value to the wider community.
- Contribute to the development of the education system by, for example, sharing effective practice, working in partnership with other schools and promoting innovative initiatives.
- Co-operate and work with relevant agencies.

Agreed

..... (Date)

..... (Employee)

Job description prepared by: CEO/Trustees  
Date: August 2021

**Kernow Learning is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointment to this post will be subject to checks including an enhanced Disclosure and Barring Service check.**

## Person Specification: Headteacher (Group 2 pay range L8 to L21)

Prepared by: Kernow Learning Trust Date: August 2021

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
Relevant experience	<p>Experience of primary school leadership at a senior level.</p> <p>Relevant experience of successfully developing and embedding Learning Beyond the Classroom, Sustainability and Global Learning.</p> <p>Successful teaching and national curriculum management experience.</p> <p>Experience of developing and leading an innovative curriculum using the natural environment.</p> <p>Experience of management of human and financial resources at a senior level.</p>	<p>Recent and relevant senior leadership experience.</p> <p>Track record of raising standards in a school.</p> <p>Experience of dealing with issues faced within a socially deprived community.</p> <p>Experience of leading a new school.</p> <p>Experience of engaging new parents in a new community.</p> <p>Recent and relevant headship experience.</p> <p>Experience of successful recruitment at all levels.</p>	<p>Letter of Application</p> <p>Interview</p>
Professional knowledge and understanding	<p>Understanding of how children learn through purposeful play, exploration, and investigation.</p> <p>Understanding the importance of using the natural environment to instil excitement, interest and a motivation to learn.</p> <p>Knowledge of national education strategy, the wider context for schools and the contribution of education to promoting and sustaining a fair and equitable society.</p> <p>Evidence of high quality teaching.</p> <p>Up-to-date knowledge of the Primary Curriculum and a vision of future education.</p> <p>Understanding of the Global Learning Sustainable Development Goals to support the school, pupils, and community as responsible citizens of the world.</p>	<p>Co-ordination of several curriculum areas including Literacy or Numeracy.</p> <p>Experience of a range of discipline/behaviour programmes.</p> <p>Ability to monitor and evaluate the work of colleagues across the curriculum.</p> <p>Previous responsibility for administration of assessment at KS1 and/or KS2.</p> <p>Ability to recognise quality in outdoor learning.</p> <p>Ability to deal with media and marketing necessary for the set up of this flagship school.</p>	<p>Letter of Application</p> <p>Interview</p>

## Person Specification: Headteacher (Group 2 pay range L8 to L21)

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
	<p>Knowledge of the best practice and procedures for safeguarding children and young people.</p> <p>Ability to manage change at all levels.</p> <p>Experience of whole school data analysis.</p> <p>Understanding of the target setting process.</p> <p>Confidence in use of ICT.</p> <p>Experience of leading training.</p> <p>Experience and knowledge of monitoring and evaluating teaching and learning through performance management and use of school self-evaluation in order to raise achievement.</p> <p>Experience of leading Performance Management.</p> <p>Experience of day-to-day management of a school.</p>		
Qualifications and training	<p>Qualified primary teacher who has taken part in up-to-date Literacy and Numeracy training.</p> <p>Evidence of relevant further professional development.</p> <p>Knowledge of the SEN Code of Practice</p>	<p>English, Mathematics or Science specialism.</p> <p>NPQH.</p> <p>Experience of working with Special Educational Needs.</p> <p>Outdoor or Global Learning training.</p>	<p>Letter of Application</p>

## Person Specification: Headteacher (Group 2 pay range L8 to L21)

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
Skills	<p>Able to:</p> <ul style="list-style-type: none"> <li>• plan strategically with a clear sense of priorities.</li> <li>• develop and manage a team, empowering the individuals within.</li> <li>• communicate effectively to a range of audiences</li> <li>• motivate, challenge and influence others to attain higher goals.</li> <li>• think creatively to anticipate and solve problems.</li> <li>• deal sensitively with people and resolve conflicts</li> </ul>		<p>Letter of Application</p> <p>Presentation</p>
Professional Qualities	<p>Excellent interpersonal skills/public relations.</p> <p>Committed, dynamic and passionate leader with knowledge/experience of positive management.</p> <p>Proven ability to motivate, lead and interact with staff, pupils and parents/ carers.</p> <p>Energy/sense of fun/dynamic personality.</p> <p>Resilience, perseverance, and optimism in the face of difficulties and challenges.</p> <p>Ability to be an ambassador for Kernow Learning</p> <p>Ability to promote the school to the parents and the whole community.</p> <p>An enthusiasm for involvement with pupils, staff, governors, and the community.</p>	<p>Experience in leading parents' meetings.</p> <p>Involvement in community projects.</p>	<p>Interview</p> <p>References</p>
Personal	<ul style="list-style-type: none"> <li>• Integrity</li> <li>• Leadership skills</li> <li>• Adaptability</li> <li>• Vision</li> <li>• Energy</li> <li>• Tenacity</li> <li>• Concern for the development of the whole child</li> <li>• Effective personal management</li> <li>• Personal impact and presence</li> <li>• Resilience</li> <li>• Perceptiveness and support</li> </ul>		



**Kernow Learning**

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