



SUMMIT
LEARNING TRUST

Primary Principal Application Pack



Welcome	Page 1
Vision and Values	Page 2
Our Academies	Page 3
About the Role and How to Apply	Page 4-5
About Erdington Hall Primary School	Page 6-7
Our Benefits	Page 8-9
Job Description	Page 10-11
Person Specification	Page 12-14

Our Summit Learning Trust family is currently made up of three secondary schools, four primary schools and a sixth form college educating around 8000 learners. All of our academies are located in the Birmingham and Solihull areas which allows us to work closely together for the benefit of all our children, young people and the communities we serve.

We are relentless in our ambition for all our children and young people to make exceptional levels of academic progress and achieve strong portfolios of qualifications. Across Summit, our focus is on developing responsible, knowledgeable, highly skilled, global citizens who will have a positive impact on our communities now and in future years. We are developing our already established links with higher education establishments, local employers and charitable organisations to ensure that all our young people can benefit from these positive partnerships within our wider communities.

Our Trust is committed to providing vibrant learning communities in our schools and college, where our children and young people are happy, safe and supported to work hard. We are all acutely aware of our core purpose of educating all learners through exceptional teaching and learning, underpinned by high levels of care and support and we challenge our children and young people to do their best, every lesson, every day. We strive for all our learners to have as many life choices available to them as possible.

Being part of the Summit Learning Trust family means that all our academies benefit from a wide range of expertise, support and challenge. Leaders, teachers and support colleagues work with each other across our academies to develop and share excellent practice and provide support where needed. Our academies benefit from highly trained, expert, hardworking and dedicated staff teams who are all committed to providing an outstanding education and the highest levels of care for all our learners. Whilst other schools and colleges struggle to recruit and retain high quality, specialist teachers and support colleagues, we are proud that we attract a high calibre of professionals due to our happy, warm, and hard-working environments and the growing reputation of Summit Learning Trust as a great place to learn and work in.

We pride ourselves on working in partnership with parents, carers, families and other providers and hope that our website provides you with an insight into our trust.

Vince Green
Chief Executive Officer





Vision

"Scaling new heights, for our children, young people and communities."

Mission

Deliver exceptional education to children and young people in the West Midlands, enabling them all to have successful, happy lives and make a positive impact on their communities.

Values

Success through Endeavour:

We work hard and develop resilience to ensure that we are able to collectively and positively overcome any barriers that we face.

Ambition through Challenge:

We are relentlessly ambitious for all our students and colleagues and challenge them to do their best, every lesson, every day.

Strength through Diversity:

We are truly inclusive, embrace each other's differences and backgrounds and respect each other's views and beliefs.

#ScalingNewHeights



Our Academy Family



#ScalingNewHeights

About the Role

PRINCIPAL

Start date: September 2023

Contract: Full time, permanent

Salary range L19 – L23

(starting salary point is dependent upon experience)

We are seeking an ambitious and inspirational Principal to take Erdington Hall Primary School to the next level of its transformative journey from its last Ofsted 'Good' judgement. The school requires a leader who will develop excellence in teaching and learning to ensure our children can achieve their full potential.

Erdington Hall is a warm and friendly academy where everyone is valued. Erdington Hall Primary School is part of the Summit Learning Trust which comprises of four primary schools, three secondary schools and a sixth form. When becoming a leader in our Summit family, we can promise an investment in you and your future, an attractive benefits package and excellent professional development from our Professional Learning Institute. We are an inclusive trust with high expectations for learners and colleagues and are fully committed to providing the very best educational outcomes and experiences for all our children and young people.

We encourage applicants who are:

- Passionate about promoting excellence in teaching and learning
- Seeking an exciting and challenging position where you will be supported well by our Trust and its Education Improvement Team
- Child-centred, placing their wellbeing at the heart of your vision and ethos
- Able to maintain high standards and achievement
- Calm and focused with a resolution-focused approach
- Able to motivate, support and inspire learners, members of staff and our wider community
- Keen to make a significant contribution to the realisation of a shared Trust vision

We are seeking to appoint an effective, strong and inspirational leader who can:

- Further develop and embed excellent standards of teaching and learning
- Embed high expectations and raise the achievement for all learners
- Commit to continuous school improvement
- Establish a culture where everyone is valued and encouraged to succeed
- Demonstrate a strong track record of school improvement
- Enthuse colleagues, keen to improve and provide excellent teaching for all learners
- The opportunity to work with a highly skilled and effective team of senior leaders within our Trust

The successful candidate can expect:

- Dedicated colleagues, keen to improve and provide excellent teaching for all learners who are driven to improve the life chances of children at Erdington Hall Primary School
- The opportunity to work with a highly skilled and effective team of senior leaders within our Trust
- Protection, support and challenge from our trustees, governors and executive team
- A highly skilled and motivated team of Principals and a supportive and knowledgeable Trust leadership team

If you have the drive and vision to lead Erdington Hall Primary on the next stage of its journey, we would like to hear from you.

For an informal discussion about Erdington Hall Primary School or to arrange a visit please contact Mandeep Kaur at mandeep.kaur@summitlearningtrust.org.uk who will arrange a conversation with our Chief Executive Officer.

Closing date: Monday 20th March 2023, 12 noon

Interviews: Week beginning Monday 27th March 2023

Completed applications should be returned to: recruitment@summitlearningtrust.org.uk

For further information about all our vacancies please visit our trust website:
<https://summitlearningtrust.org.uk/careers-vacancies/>

We welcome applications regardless of age, gender, ethnicity or religion. Summit Learning Trust is committed to safeguarding and promoting the welfare of children and young people in our academies. All appointments will be subject to an enhanced Disclosure and Barring Service check.

About Erdington Hall

Erdington Hall Primary School is a two-form entry primary academy which also offers a 52-place nursery serving the community of north Birmingham.

VISION

At Erdington Hall Primary, every child in their care is recognised as an individual. The academy provides their learners with an engaging, exciting, and empowering curriculum that equips them for today and tomorrow. The academy embraces and celebrates inclusivity within their wider community and recognises that each child comes from diverse communities with an array of experiences. At Erdington Hall they promote equality, challenge discrimination, and promote social justice.

We have developed an ambitious curriculum to:

- Instil a deep love of life-long learning of knowledge and skills through the teaching of a broad and balanced curriculum
- Provide collaborative and independent learning experiences that promote curiosity, creativity and develop cultural capital
- Help pupils become confident, ambitious and articulate communicators, who use subject language effectively
- Enable pupils to make links and transfer skills and knowledge to all aspects of learning
- Encourage pupils to contribute positively to life in modern Britain and take pride in their achievements

Erdington Hall Primary School develops and reinforces the values, skills and attributes that promotes good citizenship and lifelong learning. Parents, carers, and Governors, and the wider community work in partnership with committed teaching colleagues and learners, to ensure that high quality teaching and learning takes place across the academy to ensure teaching and learning is outstanding.

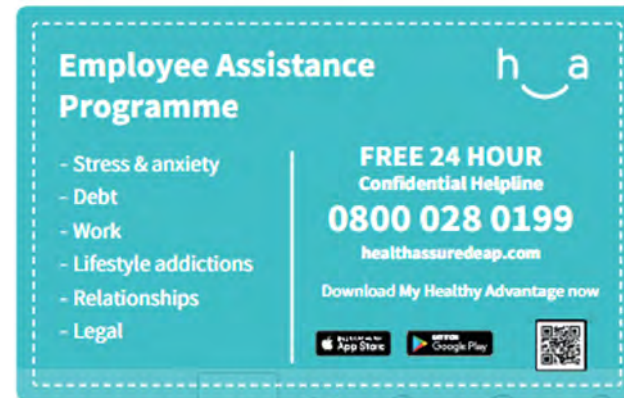


Our Benefits

We offer a range of wellbeing and work-life balance benefits to recognise and reward the essential contributions our colleagues make to our success and growth.

Employee Assistance Programme (EAP)

Health Assured are an independent professional provider that you or your family can contact as and when you need to access support on a wide range of personal and professional issues. Your call will be handled by an experienced therapist or advisor who will offer support in a friendly, non-judgemental manner.



As well as the 24-hour helpline, the Health e-hub app can be downloaded from your app store. The mobile app code is MHA143823.

Wellbeing Advocates

We have dedicated wellbeing advocates within each of our academies, as well as a number of Mental Health First Aiders. Our Wellbeing Advocates, through each of the academies wellbeing committee, help implement and support the wellbeing strategy and staff engagement through raising awareness of wellbeing activities, promoting healthy lifestyles and positive mental health.

Lifestyle Benefits and Discounts

Sodexo, our benefits and discounts platform provide you with access to a over 6000 discount vouchers to use online or with high street retailers, including supermarkets.

To log into the site visit www.slteemployeebenefits.co.uk. If you are yet to join our platform, click join (top right) and add your details. Your employee number is your payroll number/employee ID which can be found on your payslip. Next, you'll be asked to add an email address and password and then you're ready to go and start saving! If you have any difficulties accessing the platform, please contact: hr.enquiries@summitlearningtrust.org.uk

Gym Discounts

Discount is available on memberships at over 3700 locations including major gym chains, leisure centres, health clubs, golf centres, yoga studios, bootcamps and more! To access, search 'Gym Membership' on the Sodexo benefits platform.

Cycle to work scheme

Save money on cycling to work (or pleasure) with our Cycle scheme. You can apply for bikes and safety equipment up to £1,000. You pay nothing upfront and the payments are taken tax efficiently from your salary. For further information and for details as to how to apply, visit www.slteemployeebenefits.co.uk

Flu Jab Vouchers

We offer free flu jab vouchers each autumn from BUPA redeemable at designated pharmacies. If you require a voucher, please contact your HR Assistant.

Specsavers Eyecare voucher scheme

All colleagues who regularly use display screen equipment can obtain an eyecare voucher by contacting hr.enquiries@summitlearningtrust.org.uk. The vouchers entitles you to a full eye examination at any Specsavers store up to the value of £25 and a contribution towards a pair of glasses.

Health Protection

All colleagues can access healthcare cash plan from bhsf.

The Cash Plan allows you to claim money back on the cost of everyday healthcare, such as dental treatments, optical services and Therapies including physiotherapy.

An advertisement for the health cash plan. It features a smiling woman in a yellow top. The text reads: 'Be proactive. Be healthy.' followed by 'With our health cash plan you can claim money back on a range of healthcare costs, including:'. Below this are three icons with corresponding text: a tooth icon for 'Dental treatments', a glasses icon for 'Optical services', and a spine icon for 'Therapies, including physiotherapy'. At the bottom, there are three teal boxes with white text: 'Budget for everyday healthcare by spreading the cost', 'Add your family to your cover*', and 'Enjoy a quick and easy claims process'.

For further information or to sign up today, visit:

https://online.bhsf.co.uk/apply/summit_learning_trust_efh

Job Description

Job title	Principal, Erdington Hall Primary School
Reporting to	Primary Education Director
Responsible for	Senior leaders and staff in academy
Salary Scale	Primary: L19 – L23

Vision and purpose

The role of Principal is crucial to the rapid improvement of academies in our Trust, against the Summit Academy Designations, learner outcomes and Ofsted grades. The Principal is responsible and accountable for delivering excellent standards of teaching and learning in their academy, for ensuring that all pupils and staff are safe and happy and for maintaining strong professional links with our Summit Learning Trust central teams. Principals will at all times adhere to and promote the agreed Summit Leadership Principles and Behaviours.

The Principal will ensure that the academy's values align to those of our Trust, and will champion and promote our Trust work across all academies. In addition, the Principal will develop and build a strong individual academy ethos rooted in the context and community of the academy.

Main duties and responsibilities:

- Ensure that safeguarding is the top priority in all aspects of the academy and for the whole academy community. Carry out and adhere routinely to all appropriate safeguarding procedures and processes in terms of recruitment, record keeping and staff members and learner behaviours
- Using regular, precise and rigorous self-evaluation, devise and implement a clear strategic plan for ambitious academy improvement in line with Summit Learning Trust Vision and Values
- Through the implementation of robust monitoring and review systems, develop and embed the highest standards of teaching and learning and consequent achievement and progress outcomes at the academy
- Systematically identify and map emerging talent in your staff team and support career pathways and succession planning through our Professional Learning Institute
- Promote and champion Anti-Discrimination and Diversity (ADD) and promote British values in all aspects of the academy's work
- Through proactive and constructive partnership with Summit Learning Trust Central Teams, ensure the smooth running and operation of the academy on a day-to-day basis
- Maintain an appropriate level of skills in finance, HR and health and safety to enable adherence to the academy responsibilities for each Directorate as set out in the Service Level Agreements
- Be a visible and proactive champion for our Trust, its vision and values, and lead your colleagues in their understanding of the benefits of our Trust family
- Ensure the implementation of accurate and regular assessment of learner progress by teachers and the analysis of this data
- Require leaders and all staff members to use this data analysis to inform curriculum planning and implementation

Success through Endeavour Ambition through Challenge Strength through Diversity

- Review achievement and progress information across all year groups and for all groups of learners, systematically and regularly, to ensure your accurate understanding of the quality of teaching and learning across the academy
- Prioritise the strong progress and achievement of all learners and notably most-able learners, disadvantaged pupils and those pupils with special educational needs and/or disabilities
- Encourage, inspire and coach senior leaders, whilst holding them robustly to account
- Provide a role model of consistency, integrity, drive and purpose for all colleagues and learners
- Aspire to Tier 1 and above of the Summit Principal standards, proactively embracing development opportunities to support you in this
- Forge productive and outward-facing links with external organisations and providers to enhance provision in the academy and our Trust
- Liaise closely with other academies in our Trust to share and benefit from highly skilled colleagues and their expertise
- Demonstrate visible commitment to academy-to-academy support across our Trust
- Prioritise the wellbeing and motivation of all staff members in the academy
- Lead and develop strong and positive working relationships with colleagues to enthuse, inspire and engage them in order to achieve a highly effective and skilled workforce
- Establish and maintain positive relationships with parents, carers and the wider academy community, governors, Trustees and community leaders
- Deliver, as required, high quality presentations to Local Governing Bodies, Trustees and Senior Trust leaders to inform about the quality of education at the academy

Whilst every effort has been made to explain the main duties and responsibilities of the post it may not identify every individual task that is required.

This job description is current at the time of appointment but you may be directed to undertake other duties as required to ensure the smooth running of the academy and following consultation with you, the job description may be changed by management to reflect or anticipate changes in the job which are commensurate with the salary and job title.



Person Specification

	Essential	Desirable
Qualifications	<p>Good higher degree (or equivalent)</p> <p>Qualified teacher status</p> <p>NPQH</p> <p>Evidence of committing to Continuing Personal Development</p>	<p>Evidence of post-graduate study or research</p> <p>Ofsted training</p>
Relevant experience	<p>Successful and effective experience within senior leadership in at least one primary school setting, preferably in an urban setting</p> <p>Experience in realising a vision into reality through strategic planning and implementation</p> <p>Direct experience of significant, validated school improvement work with strong impact on standards</p> <p>Has worked effectively with governing boards and supported governors to understand and exercise their roles effectively</p> <p>Evidence of positive work with parents to build a strong local school community</p> <p>Experience of dealing effectively with poor performance and to use appraisal as a tool for improvement</p> <p>Successful experience of leading a school through an Ofsted inspection.</p> <p>Experience of effective quality assurance approaches, including staff performance management and staff development</p>	<p>Experience of supporting school to school improvement in an academy trust or federation of schools</p> <p>Experience of inspecting for Ofsted</p>
Knowledge and understanding	<p>Sound knowledge and understanding of all safeguarding requirements, and a commitment to upholding the highest standards of safety for pupils and staff</p>	

	<p>Ability to plan and think strategically, including in terms of financial planning, to ensure equitable and effective deployment of budgets and resources</p> <p>Strong knowledge and understanding of system leadership</p> <p>Ability to critically analyse and evaluate standards across the school with precision and accuracy</p> <p>Keen knowledge and understanding of data and assessment systems</p> <p>Politically and financially astute with clear principles that align to the Summit Learning Trust values</p> <p>Ability to secure excellent teaching through an analytical understanding of how pupils learn and the core features of successful pedagogy</p> <p>Able to create a culture in which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other</p> <p>Ability to hold all staff to account for their professional conduct and practice</p> <p>Successful experience of managing human resources/staffing issues</p> <p>Strong knowledge and understanding of ICT applications and management systems</p>	
Skills and aptitudes	<p>Ability to inspire and influence others – within and beyond school- to believe in the fundamental importance of education and to promote the value of education</p> <p>Full adherence to the 9 Nolan principles of public life</p>	

	<p>Proven ability to lead by example with integrity, discretion, tact, creativity, resilience and clarity, drawing on your own scholarship, expertise and skills and those around you</p> <p>Creates highly effective relationships with colleagues and other professionals to improve outcomes for pupils</p> <p>Innovative and outward thinking, creative in finding solutions</p> <p>Resilient; able to challenge others rigorously and to withstand challenge yourself</p> <p>Empathetic and emotionally literate</p> <p>Inspires respect</p> <p>Decisive with sound judgment</p> <p>Self-motivating and enthusiastic</p>	
Special Requirements	<p>Enhanced DBS clearance</p> <p>Compliance with all School and Trust policies, with a willingness to develop the school to its full potential</p>	



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