



New Generation Schools Trust

Candidate brief for the position of:
Principal for September 2025

Outer London Pay scale L13 to L16*

**see 'Salary' section below*

Hope Community School, Sidcup

Application Deadline: 4pm on
 Wednesday 2nd April 2025



Dear Applicant,

Thank you for expressing an interest in the role of Principal at Hope Community School (HCS) Sidcup. The role has arisen due to the impending departure of our current highly regarded Principal, and offers an exciting opportunity for a visionary leader to guide the school through its next stage of development.



The Principal shapes our school's culture and its systems to ensure that we provide the aspirational, engaging and personalised education that the children of Sidcup deserve by building on each child's unique gifts, talents and particular needs. As a free school still developing, there is the opportunity to shape and model a school with a difference. If you want to use your creativity, enthusiasm and strategic mind with your expertise in educational leadership, we invite you to read through this information pack and consider applying for this important post.

Our small yet perfectly formed Trust also has a school in Southampton which has received a very positive first visit from Ofsted. HCS Sidcup has been on a rapid improvement journey and secured a 'Good' judgement grading in our 2023 Ofsted Inspection. The school has been on a tremendous journey since then and is now firmly in a strong place with an excellent staff team.

Local Governing Board members are highly supportive and Trustees (across both schools) are invested in supporting staff at both schools. HCS Sidcup is not currently full in all year groups due to the expansion of other local schools, and this will be a priority for our new Principal with support from the trust.

We would strongly encourage you to visit the school and meet with us as the Co-Chairs of Trustees before applying. To do this, or if you have any questions prior to applying, please contact Dan Rouse, Co-Chair of Trustees and Chair of the Education Committee at danr@newgen.org.uk

Details on how to apply are on page 9 of this pack. The closing deadline for applications is **4pm on Wednesday the 2nd April 2025. We will confirm whether you have been shortlisted by Friday 4th April.** Successful candidates will be invited to attend a selection process in the week commencing **21st April.**

In addition to completing the application form, please respond to the following in your covering letter (no more than 2 sides of A4):

"With reference to the person specification, and providing clear evidence of the impact on your actions, please outline how your experiences would enable you to take Hope Community School forward in the next stage of our development."

I wish you well and thank you once again for your interest in what we think will be an exciting, challenging and rewarding post.

Yours sincerely,

Handwritten signature of Paul Weston in black ink.

Paul Weston
Co-Chair of Trustees

Handwritten signature of Dan Rouse in black ink.

Dan Rouse
Co-Chair of Trustees

New Generation Schools Trust

New Generation Schools Trust (NGST) is the Academy Trust that has worked to establish Hope Community School (HCS) Sidcup and opened a second school in Southampton. NGST exists to advance education in the UK for the benefit of the public, in particular by establishing, maintaining, managing and developing a family of schools of religious character offering a broad and balanced curriculum conducted in accordance with the principles, practices and tenets of the Christian faith. In accordance with our inclusive Christian ethos the schools are open to children of all faiths and no faith.

The Trust is led by a team of people from all walks of life, including educationalists, church leaders, business representatives and local parents and carers. The Trust was set up in response to a local demand in Bexley for primary school places and a passion to see positive change in our local community. It has a vision to grow into a family of schools working in partnership with local churches who share the vision of the Trust and have a proven track record in serving their communities

The Principal of HCS Sidcup will work collaboratively with the New Generation Schools Trust and the local governing body to support, challenge, inspire and resource the school team so as to achieve aspirational outcomes for all of the pupils.



This is an exciting opportunity to influence community education in Sidcup. HCS Sidcup was the first Free School to open in the London Borough of Bexley. The school opened its doors in September 2013, with a Reception class of 30 children, and now has all year groups. HCS Sidcup is a mainstream primary school of Christian designation, open to families of all or no faiths. The school predominately serves the Cray Meadows ward, including Foots Cray, North Cray and surrounding areas.

NGST works in partnership with local churches and the local community. NGST have put in a huge amount of work growing the school over the past four years and are looking now for an outstanding leader to continue to deliver our vision and take the school forward. The school was

graded 'Good' by Ofsted in all areas in 2023, and has made significant improvement with our well-regarded Principal and a talented and dedicated staff team.

The Principal at HCS Sidcup will work with our visionary organisation to lead a committed team in the creation of a dynamic new community school serving the children, families and residents of Sidcup. The Principal will implement the vision and strategy for Hope Community School as outlined by NGST and work with a wide range of local partners, realising the prescribed targets for educational attainment and personal development, ensuring effective personalised pathways to future education, and providing holistic support for families. The Principal will become a recognised leader serving the community, drawing together stakeholders from the private, public, voluntary and faith-based sectors to contribute to the life of the school and enabling HCS Sidcup to become a hub of community learning and regeneration.

The Principal is responsible for managing and overseeing all aspects of the HCS Sidcup vision and strategy, including the curriculum, school environment, and the operational and fiscal health of the school. The Principal will be an active member of the local community and will partner with local schools in a community of practice. The Principal will be accountable to Local Governors and Trustees for the implementation of the vision, achievement of the targets and operational effectiveness and line managed by the Chair of the Local Governing Body and the NGST Education and Standards Committee and will receive support from the NGST Educational Specialist.

Hope Community School's Mission Statement

A school which is at the heart of the community; reaching out to local families to increase children's aspirations, encourage a spirit of adventure and maximise each child's talents and gifts. We will do this through underpinning the Christian values of generosity and hospitality to create community pioneers. Inspiring children to be people who not only value their community but have the desire, ability and tools to transform and enrich it through innovative and aspirational visions. Encouraging children to dream limitlessly, explore confidently, discover expectantly and take ownership of their futures.

We believe in education for all, allowing each child to enjoy and achieve their full potential at school. We want every child, no matter their ability, ethnicity or background to thrive throughout their education. We intend to create an encouraging and inclusive environment that extends beyond academics and into the community, using links with local businesses, offering practical and vocational opportunities as well as traditional pathways. We want to create an exciting and vibrant school that celebrates achievement and diversity. Education should be engaging and we want to inspire children to learn and develop beyond the walls of a School. Our vision is to link school and community, teaching the value of each other, in order to better prepare both for their futures...

To find out more about the background, vision and ethos for Hope Community School please visit www.hopecommunityschool.org.

Our address is Hope Community School, 167 Rectory Lane, Sidcup, Kent DA14 5BU

Job Description

It will be imperative that the Principal is a strong, empowering leader, approachable by everyone involved in the school. The Principal will lead by example and be a positive presence around the school, knowing and valuing each child as an individual. The Principal will also be an advocate of all the community work the school is involved in, they will be passionate about making a difference and being involved in community projects both locally and globally. The Governors and Trustees take an active and inspirational role in the working life of our school. They will support the Principal and staff as a critical friend; this will ensure our ethos will be maintained throughout.

Primary Responsibilities

Strategic leadership

- Implement a high-quality, rigorous, aspirational programme that promotes critical thinking, citizenship, leadership, and growth
- Implement New Generation Schools Trust (NGST) Schools' mission and vision to establish HCS Sidcup as a school with an authentic Christian ethos, serving the whole community
- Review the strategic school development plan and lead its effective implementation including setting ambitious school targets for pupil achievement and performance and holding staff members accountable for achieving results
- Build supportive teams in which individuals have responsibility for achieving their personal targets and their pupils' achievement
- Develop and lead an effective, collaborative team of people jointly responsible for the attainment of school goals and committed to achieving excellence
- Critically analyse and use data to inform practice and drive decision-making and instruction at the school

Leading learning and teaching

- Build a culture of learning which effectively integrates enterprise learning and financial literacy and engages families and the local community
- Establish and direct a consistent and continuous focus on pupils' achievement, using data and benchmarks to monitor progress in every child's learning
- Promote and foster learning ensuring that it is at the centre of strategic planning and resource management
- Maintain and develop creative, responsive and effective approaches to learning and teaching
- Promote and foster 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 and set stretching targets
- Direct and implement strategies which secure high standards of behaviour and attendance
- Initiate and implement a diverse, flexible curriculum and implement an effective system of assessment
- Take the strategic role in the development of new and emerging technologies to enhance and extend the learning experience of pupils
- Monitor, evaluate and review classroom practice and promote improvement strategies
- Challenge underperformance at all levels and ensure effective corrective action and follow-up
- Identify pupils' strengths and interests to ensure high standards and achievement enabling

them to pursue the most aspirational personalised pathways

- Hire, lead and manage a dynamic staff team to deliver exceptional results for all pupils, including those who have special educational or behavioural needs
- With regard to safeguarding and child protection legislation develop appropriate policies to foster a safe, just and welcoming school climate that supports both pupil and staff success and promotes the school's ethos
- Develop a culture of positive behaviour for learning

Developing self and working with others

- Coach, develop and grow leaders from within the organisation, giving opportunities to staff to develop new skills, develop their own leadership and improve their craft
- Promote a professional culture of continuously improving teaching practice through professional development, collaboration, modelling and collaborative planning amongst the staff
- Plan effective staff meetings to develop staff and enable the school to meet its strategic priorities

Securing accountability

- Monitor development through leading performance management of teaching and support staff
- Work with the Local Governing Body to provide information, advice and support to enable it to meet its responsibilities
- Work collaboratively with the Local Governing Body to deliver the best education and care for the pupils at the school
- Ensure that all staff have a clearly defined and agreed set of responsibilities and accountabilities
- Establish mechanisms for reporting to all key stakeholders at agreed intervals
- Attend Local Governing Body and Trustees meetings where required

Strengthening community through collaboration

- With regard to the Equality Act 2010, build relationships with all stakeholders including pupils, staff, parents, local community, members of the Governing Body, and the NGST team, in line with the Christian ethos of the school.
- Develop relationships with community organisations and local businesses to create opportunities for pupils in enterprise learning and other co-curricular activities

Managing the organisation

- Take responsibility for all operations at the school site and oversee the school facility
- Ensure fiscal solvency and financial planning meets the needs of Academies legislation and the Academy Trust Handbook (2024), and that information is provided in a timely manner and the correct format to enable the Trustees to discharge their duties under Company Law
- Build a sustainable organisation for all team members and lead all human resource issues including hiring and evaluating the performance of all staff members
- Contribute to the strategy for developing NGST Community Schools
- Ensure compliance of all local and national laws and regulations
- Be accountable to the Local Governing Body, Governors and Trustees for the effective operation of the school, meeting targets and delivering robust planning to enable

achievement of the vision

- Establish a safe environment in which children can learn and develop
- The Principal will also be required to undertake additional duties as the NGST central team and Board may require

Person Specification

This person specification reflects and references the DfE Headteachers Standards 2020

	E = Essential D = Desirable	Measured By:
Qualifications		
Degree and teacher status	E	A
NPQH/ NPQSL (or working towards completion)	E	A
Evidence of recent and relevant CPD	E	A, I
Masters or PhD degree	D	A
Knowledge of		
Governance structure and operation	E	A, I
Safeguarding requirements and systems	E	A, I, E
School performance measures and tracking systems	E	A, I, E, R
School pastoral and SEN support systems	E	A, I
Staff appraisal systems	E	A, I
Curriculum requirements (statutory) and planning	E	A, I
Current learning and teaching quality performance measures	E	A, I, R
School funding processes and financial systems	D	A, I, E
Timetable and Curriculum Planning	D	A, I, E
Academy Trust structure and operation	D	A, I
National developments and priorities in education	E	A, I
Qualities, Personal Skills and Attributes		
Committed practicing Christian leading by example, upholding the values of the Christian faith.	E	A, I
Can demonstrate their Christian faith in life, work and community in accordance with the school of Christian designation.	E	A, I
Ambition, drive and determination to develop the School beyond outstanding	E	A, I, R
Excellent leadership skills to build and develop effective teams, delegating where appropriate, holding to account and delivering on objectives	E	A, I, R
Absolute commitment to delivering an outstanding education for all students	E	I, R
Strong personal commitment to supporting the aims of the Trust	E	I, R
Excellent communicator, capable of inspiring and engaging all stakeholder groups including pupils, parents/carers, staff, governors and other local groups	E	I, E, R
Flexibility and adaptability to meet unexpected challenges	E	I, E, R
Be able to use reflection to learn from experiences	E	A, I, R
Be able to use humour and empathy appropriately	E	I, E, R
Maintain a positive, supportive approach even when under pressure	E	I, E, R

Uphold the Nolan Principles; selflessness, integrity, objectivity, accountability, openness, honesty and leadership.	E	I, R
Experience		
Significant senior leadership experience at Deputy Head/Vice Principal level or higher	E	A, R
Active membership of Governing Body and/or Governing Body Committees	D	A, R
Proven record of proposing and delivering school improvement initiatives	E	A, R
Proven record of raising pupil achievement (progress and attainment)	E	A, R
Proven record of raising the quality of teaching	E	A, R
Line management of substantial curriculum areas	E	A, R
Management of student behaviour and ethos	E	A, I, R
Line management of staff: driving staff development	E	A, I, R
Line management of staff: addressing underperformance	E	A, I, R
Proven record of effective engagement with parents/carers	E	A, I, R
Creation and development of successful partnerships with community groups	D	A, I, R

Measured by: Application Form (A); Interview (I); Assessment Exercises (E); References (R)

In addition, the successful candidate must be willing to uphold the ethos and policies of the Trust, including the commitment to safeguarding and promoting the welfare of children and young people.

Salary

The salary range for this role is L13 to L16 while pupil numbers remain below PAN.

The Principal has the potential to move to L17 should the school grow to over 150 pupils and to L18 should the school grow to over 180 pupils. Pupil numbers reflected as of September of the relevant appraisal year.

How to Apply

- I. Read carefully all the information about this post.
- II. If you have any questions, please do not hesitate to contact Dan Rouse, our Co-Chair of Trustees, via email at danr@newgen.org.uk. Please also contact him if you wish to visit the school and meet with himself or Paul Weston, the Co-Chairs of Trustees, before applying.
- III. Complete the application form as fully as possible. If there is insufficient room on any section of the form, please provide the additional information on a separate sheet. Please note that your application form will be photocopied for the Selection Panel, therefore clarity is essential. It is important that you do not leave any gaps in your career history – any gaps in employment should be fully explained please.
- IV. In addition to completing the application form, please respond to the following in your covering letter (no more than 2 sides of A4):
 - **“With reference to the person specification, and providing clear evidence of the impact on your actions, please outline how your experiences would enable you to take Hope Community School forward in the next stage of our development.”**
- V. Send your completed application form via email to both: danr@newgen.org.uk and admin@newgenschools.org

Please send your completed application by **4pm on Wednesday 2nd April 2025**. We will confirm whether you have been shortlisted by **Friday 4th April 2025**.

Appointment Process

Suitable applications will be shortlisted for interview as quickly as possible: we will confirm whether you have been shortlisted by **Friday 4th April**.

- I. If you are successful, you will receive either a phone call and/or email inviting you to attend for interview. The interview will last one day for candidates with a second day for those shortlisted for the final interview. This will take place w/c 21st April 2025.

If you require any assistance in attending for interview, please let us know the nature of that assistance in good time so that we may make appropriate arrangements.

Pre-employment Checks

New Generation Schools Trust is committed to safeguarding and promoting the welfare of children and young people, and an appointment will be subject to satisfactory enhanced disclosure from the Disclosure and Barring Service. Please note that an enhanced check will reveal all criminal convictions on record, including those that might be considered “spent”.

The successful applicant will also be required to:

- Provide details of two referees who know you in a professional capacity, if at a school, one of which must be your current manager (Headteacher / Chair of Governors/Trustees). It is our usual policy to take up references BEFORE interviews where possible. Employment is conditional on these references being deemed satisfactory.
- Provide proof of all relevant qualifications.
- Provide proof of eligibility to work in the UK
- Complete a Medical Declaration and receive fitness to work.

Policy on Equal Opportunities

The Trust is an Equal Opportunities employer and appointments are based on the applicant's ability to meet the requirements of the position. The Trust is opposed to any form of discrimination against any individual or group and welcomes the fact that our School includes a diversity of individuals from many races and cultures. Behaviour which is discriminatory on the grounds of race, colour, culture, nationality, gender, sexual orientation, disability, religion, will not be tolerated.



New Generation Schools Trust 
www.newgenschools.org