



**Principal
Recruitment Pack
Lees Brook Community School
Permanent, Full time**

Start date: 1 January 2023

Contents

1. Welcome from the CEO
2. About the academy
3. About our Trust
4. Job description
5. Person specification
6. How to apply

Trust Ethos, Mission, Vision and Values

The Trust believes in the transformational power of education for each individual and that this is enhanced through collaborative working between the academies.



Working Together, Transforming Lives

1) Welcome from the CEO



Thank you very much for your interest in becoming Principal of Lees Brook Community School; we're delighted that you have decided to find out more about this rewarding and important role.

Archway Learning Trust (ALT) is a vibrant learning community where students are cared for, receive a high quality education and experience every opportunity to be successful.

I became a teacher because I believe in the transformational power of education. I also believe that every child has the right to an excellent education. Learning is at the heart of any good society and the opportunity to learn from skilled teachers who are committed, enthusiastic and innovative is a right that all children deserve.

School years are amongst the most important in our lives, helping us to develop the knowledge, skills and characteristics we need to succeed. At Archway Learning Trust, we are committed to giving every child the very best start that we can. We offer outstanding teaching and learning and exceptional personal support in an inclusive, faith based environment.

Our mission at ALT is to help students to understand and believe in themselves, respect and care for others and to develop a wide understanding of faith, the world around them and their place within it. The determination of our youngsters to succeed, and the passion of our teachers to make a difference, makes me proud to be Chief Executive Officer of this diverse and dynamic family of academies.

I hope the information within this pack inspires you to find out more about Lees Brook Community School and our trust. I would encourage you to get in touch to learn a little more about who we are and how we work and a visit to a school is always a great way to see if an opportunity is right for you. If you have any questions or you would like to arrange a visit then please do get in touch with us.

I look forward to hopefully meeting with you.



Sian Hampton
Chief Executive Officer
Archway Learning Trust

2) About the academy



Lees Brook Community School

Lees Brook Community School has approximately 1,120 students, including 80 in the Sixth Form. Lees Brook Community School is one of our most recent additions to the Trust and is undergoing an exciting transition period.

The school's motto 'Lead, Believe, Create, Succeed' was chosen by its students and is at the core of everything we do. We are a school that cares for the people within it. We promote a high performance culture that allows everyone to be the best that they can be.

During our most recent Ofsted inspection, Personal development, Leadership and Management, and Sixth-form provision were all rated as 'Good'. The first line of our Ofsted report in 2019 was 'this is a welcoming and inclusive school. Pupils are happy'. At Lees Brook Community School, we expect all staff to have very high expectations and we are already on a positive journey of school improvement and are proud of the successful learning community we have developed. We expect every member of staff in our school to be part of our drive to continually improve the quality of education that our pupils receive.

Our vision is to produce students who can think for themselves, who are socially confident and have the skills to achieve in further education, work and life. Academic outcomes are of course extremely important, however, at Lees Brook we believe that it is as equally important to produce well rounded young people who will go on to thrive in the world of work.

To view our latest Ofsted report and data click [here](#)

3) About our Trust



Archway Learning Trust

Archway Learning Trust, previously Bluecoat Academies Trust was formed in April 2014 as a result of the very long and successful history of Bluecoat Academy. We are based in the heart of the city of Nottingham, providing high quality learning experiences for students from the ages of 3 – 18. We recently welcomed three further secondary schools in Derby to the Trust and opened Bluecoat Trent Academy, a secondary Free School in Nottingham in September 2021.

Click [here](#) to learn more about our family of schools.

Our Trust is made up of both Church of England academies and schools of no designated religious character. This unique blend has created a distinctive family of schools that are bound together through a passionate belief in the transformational power of education for every child.

Our aim as a Trust is to shine a spotlight nationally and internationally on our inclusive ethos so that more schools and academies can be encouraged to take up our approach to inclusive, enriching, knowledge based teaching, preparing young people for lifelong learning based firmly on our Christian principles. All academies retain a high level of autonomy and individual character – understanding their own local context to best serve their community. In turn, it is our responsibility centrally to provide high quality support services, so that leaders at a local level can focus their efforts on shaping teaching and learning opportunities that are of the highest quality and continually improving.

It is our people that make our Trust – and we invest heavily into our colleagues to ensure they feel recognised, supported and developed. CPD and career development play a key role and the growth of our Trust is a truly exciting time for prospective candidates who are looking to further their careers in a dynamic learning community that has opportunity at every point to share and learn from each other in order to become the best that we can be.

It is our aspiration to be recognised as an employer of choice and to support this we work hard to develop our “Archway People Offer” and as part of this we have shaped an employee benefit package for colleagues including discounted travel, shopping and gym memberships. We also offer access to health and medical services and a cycle to work scheme. To hear directly from our colleagues about what makes Archway Learning Trust different click [here](#).

We are proud of our diverse student population and passionate to create a staff team reflective of this diversity. We actively welcome applications from all backgrounds and you can be assured of a warm welcome at Archway.

4) Job Description

POST TITLE: Principal

GRADE: Salary competitive

RESPONSIBLE TO: Deputy CEO

JOB PURPOSE

As Principal, the post holder will be responsible for standards and growth at the academy alongside building capacity to support future growth and expansion of Archway Learning Trust.

SPECIFIC RESPONSIBILITIES

This is an important role for an inspirational individual who is already a strategic, innovative and confident leader with a flexible and calm approach. They will be able to demonstrate a strong track record of high academic standards.

They will have a track record of addressing performance, driving change and raising standards. They will need the tenacity and integrity to deliver in challenging circumstances and the ability to communicate a vision that inspires and motivates staff and students. Previous experience of delivering school improvement will be essential.

MAIN DUTIES AND RESPONSIBILITIES

1. Shaping the future

- Provide outstanding leadership with high aspirations for all
- Secure the long term and sustainable success of the school
- Work alongside the Trust to drive up standards and challenge underperformance
- Work with the Regional Director on development plans
- Support Archway Learning Trust in its growth and development and to uphold the values of the Trust in any such future development and growth

2. Leading Teaching and Learning

- Provide support to the Senior Leadership Team as well as challenge staff when appropriate to ensure ongoing improvements in school to maximise the outcomes of all students and have an unrelenting focus on continuous development of teaching, learning and assessment
- Lead and inspire young people and colleagues to achieve
- Develop existing, and establish new, strategic partnerships to support teaching and learning including links with teaching schools and other providers
- Develop outstanding strategies for dealing with students who display challenging behaviour
- Be fully committed to inclusive education for all
- Promote and share good practice across the academies and elsewhere and facilitate networking opportunities to support continuous professional development of staff
- Develop a consistent approach to tracking student achievement using data and benchmarks to monitor progress.

3. Supporting the development of leadership and talent at all levels

- Line-manage the SLT.
- As the Trust grows, work with other leaders to develop system-wide leadership capacity
- Ensure the development of effective strategies and procedures for staff induction, development and retention including performance review
- Build the capacity to develop and retain future leaders across Archway Learning Trust

- Facilitate opportunities for staff to work collaboratively with, and across, academies to share and develop effective leadership at all levels
- Regularly review own practice, set own targets and take responsibility for own development

4. Ensuring compliance with relevant legislation and good practice

- Keep up to date with the relevant statutory, legislative and good practice requirements and ensure they are positively applied throughout the school through training, information and monitoring
- Work with the Trust and its governance structure to enable it to meet all statutory responsibilities
- Work within the governance and financial Schemes of Delegation and Archway Learning Trust policies and procedures

5. Working with stakeholders

- Working closely with a range of stakeholders e.g. Trustees, the Local Authority and local Academy Advisory Boards.
- Building excellent transition working and collaborative working with feeder and partner schools
- Creating links with local employer groups and universities

STAFF CONDUCT

- All employees are expected to familiarise themselves and follow the Trust vision and ethos during their working lives with Archway Learning Trust.
- We are professional people and expect professional conduct (behaviour and language) based on mutual respect, good manners, politeness and common courtesies for all members of our community. We expect that at all times employees behave in a manner that role models positive behaviours for our students to follow.
- Physical violence, verbal abuse and swearing are unacceptable and not tolerated.
- Employees are expected to maintain a professional relationship with students.
- Staff will be fully supported by the Trust at all times in carrying out the behaviour policy.

DRESS CODE

- The Trust expect staff to wear professional business dress mirroring our high expectations of our student dress code.

5) Person Specification

QUALIFICATIONS AND TRAINING	Essential	Desirable
Educated to degree level	*	
National Professional Qualification for Headship		*
Up to date effective teaching experience		*
SKILLS AND KNOWLEDGE		
Strong understanding of the Ofsted process	*	
In-depth knowledge and understanding of current educational priorities and developments to include; curriculum landscape, raising attainment, inclusion and specialist provision	*	
Current knowledge and understanding of the statutory, legislative requirements and good practice to include but not exhaustive: Health and Safety; Data Protection; the Equality Act / residual aspects of the Disability Discrimination Act and Keeping Children Safe in Education and the ability to apply this knowledge to the management of the school and its students	*	
An ability to lead the expectations of a Christian ethos and demonstrable understanding of what this means in practice	*	
Financial regulations as they apply to Academies		*
Ability to understand, analyse and make effective use of a wide range of data	*	
Strong negotiating, influencing and communication skills	*	
The ability to engage in clear, open and constructive relationships with the Academy Advisory Board and Trustees	*	
Ability to think commercially and engage with a variety of stakeholders		*
An ability to build positive relationships with staff, students and wider stakeholders and to grow and build effective teams	*	
EXPERIENCE		
Demonstrable impact as a senior leader in a secondary school or academy	*	
Experience as a headteacher or head of school		*
Track record of school improvement and impact on outcomes	*	
Experience of working in challenging schools with high levels of deprivation		*
Successful management of (or contribution to) the school self-evaluation leading to rapid improvement of identified priorities	*	
Track record in striving for excellence and positively improving teaching and classroom practice that brings about tangible whole school improvement	*	
An ability to grow and build teams	*	
Proven track record of managing and implementing change in relation to teaching practices, standards and student behavioural issues in a similar demographic		*
Significant, strategic experience of working with other schools, teaching schools and other agencies to raise outcomes		*
OTHER		
Commitment to Equal Opportunities	*	
Tact, sensitivity, integrity, good judgement, and a sense of humour	*	
Suitability to work with children. Enhanced DBS check to be undertaken on appointment	*	

6) How to apply

To discuss this career defining role in more detail please contact hr@archwaytrust.co.uk and our HR team can then arrange a phone call or a visit to the school for you.

To apply for the role please visit [Vacancies - Lees Brook](#). Click “apply” which will take you to the application form for the role. In your research for this role, you will have likely read about our aspirations and vision for our school and trust. Drawing on your skills and experience, please provide a supporting statement outlining how you would turn this vision into a reality. We would also encourage you to refer to the job description and person specification, demonstrating your suitability for the role.

Closing date for applications: 12 noon, Monday 4 July

Interviews: w/c 11 July 2022

We look forward to hearing from you.

Safeguarding Children and Young People

Archway Learning Trust is committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are therefore expected to behave in such a way that supports this commitment. Appointment to this post will be subject to the following satisfactory pre-employment checks:

- Health
- Identity
- Relevant work qualifications
- Right to work in the UK
- Barred List Check (previously List 99)
- Disclosure & Barring Service Check (for **all** staff and volunteers)
- References
- Childcare Disqualification Declaration Check (relevant Primary School posts only)

