



WE ARE ASTREA

REGIONAL VICE PRINCIPAL PART OF ASTREA ACADEMY TRUST

APPLICANT BRIEF





OPEN LETTER FROM DIRECTOR OF SECONDARY

Dear Candidates,

This is an exciting time to be joining Astrea Academy Trust as a Trust-wide Regional Vice Principal (Cambridgeshire). We are seeking to appoint a professional individual to take part in leading the secondary phase and continuing the journey of improvement that we are on. The Trust has developed a strong focus on academic success and a creating supportive culture for students, staff, parents and the community we serve.

We aim to secure the best possible educational experience and outcomes for all students through the development and thorough delivery of a knowledge-rich curriculum enacted with high-quality curriculum materials. We believe that every student has the potential to fulfil their dreams and deserves the best possible education to realise their ambitions.

Visitors to the Trust's academies comment on the purposefulness of lessons and the calm, friendly conduct of students. We value our staff and there are many development opportunities within the academy and across the wider trust.

I am very much looking forward to reading your application, meeting you and working closely with the successful candidate.

Hywel Jones

DIRECTOR OF SECONDARY



JOB DESCRIPTION

SALARY	L18 – L25 (£65,425 - £77, 662)
CONTRACT TYPE	Permanent
WORKING PATTERN	Monday to Friday (52 weeks)
HOURS PER WEEK	37 hours

Purpose

We are looking for a Vice Principal to join our Cambridgeshire regional team. As a regional Vice Principal you would be a crucial part of our school improvement team. You would join the senior leadership team of an individual school for 12-18 month placements to lead on an area in need of improvement. This role is critical for improving the life chances of children, as you would bring expertise and capacity beyond the means of the school's usual budget in order to transform education for that school.

This permanent full-time role is ideal for someone who aspires to be a headteacher in the future. You would gain experience across schools and areas of leadership. As a member of the regional team, you would report into the Regional Director as well as the Principal of the school where you are working. We welcome applications from all backgrounds and routes through leadership, and will provide full training and support where you take on a placement that pushes you beyond your previous experience.

Key Accountabilities

- Lead on improving specific outcomes within a school to contribute to transforming education for the children it serves
- Be a core part of the regional team, feeding into and working on the region's plan for school improvement
- Take responsibility for day-to-day management of a school, alongside the Principal and leadership team, and in the Principal's absence, take full responsibility for the school
- Be a role model for the Trust and its ethos in a school setting
- In partnership with the Principal and rest of the leadership team, ensure the safeguarding of all pupils, and that the safety and well-being of pupils and staff is promoted and maintained at all times

Key Responsibilities

Leadership and Management

- Share responsibility for the management of an academy and to be a part of the leadership team's decision-making process
- Lead on an area of the school improvement plan, and support other areas where needed
- Promote the Trust and its academies and liaise with outside agencies as necessary, representing the Principal, the Academy or Astrea as appropriate
- Provide information and share perspectives with the governing body and to any legitimate external enquiry/evaluation as requested by the Principal or Regional Director
- Line manage staff within an academy, including supporting them to develop their careers and taking them through the performance management process



School ethos and culture

- Be a role model for the ethos and culture of the Trust in schools
- Support the Principal in fostering a strong sense of academy community and ethos among both staff and pupils
- Promote a culture of excellent behaviour, underpinned by clear expectations and genuine caring for pupils. Be a beacon of consistency and calm when doing so
- Be active in issues of staff and pupil welfare and demonstrate a commitment to Equality of Opportunity

Teaching and Learning

- Support the training and development of teaching staff so as to improve the quality of teaching for all pupils
- Use regular assessments to monitor progress and set targets, and respond accordingly to the results of such monitoring
- Support the Principal in leading whole school planning and assessment through accurate record keeping and sophisticated data analysis
- Ensure that all pupils achieve at Age Related Expectations or, if well below this level, make significant and continuing progress towards achieving at standard
- Teach outstanding lessons that motivate, inspire and improve pupil attainment
- Maintain regular and productive communication with parents, to report on progress, sanctions and rewards and all other communications

Other

- Ensure compliance with Astrea's data protection rules and procedures
- Liaise with colleagues and external contacts at all levels of seniority with confidence, tact and diplomacy
- Work with Astrea's Central Team and other academies in Astrea, to establish good practice throughout the network, offering support where required



PERSON SPECIFICATION

EXPERIENCE

- Demonstrable commitment to raising attainment of all pupils
- Experience of having led, or significantly contributed to, the success of a school through its leadership, ethos, teaching and learning and outcomes
- Experience leading a team and/or working to support the significant success of others, including professional development and effective management of underperformance
- Ability to use data to inform decision making and diagnose weaknesses that need addressing

QUALIFICATIONS

- QTS

SKILLS & KNOWLEDGE

- Genuine passion for and a belief in the potential of every pupil
- A robust awareness of keeping children safe, noticing safeguarding and welfare concerns, and understanding how and when to take appropriate action
- Excellent interpersonal, planning and organisational skills
- Resilient, motivated and committed to achieving excellence
- Reflective and proactive in seeking feedback to constantly improve practice
- Commitment to regular and on-going professional development and training to establish outstanding classroom practice
- Commitment to and understanding of professionalism in line with the National Teaching Standards

This is not exhaustive.

Astrea Academy Trust is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. Posts are subject to enhanced DBS checks. For further details on the recruitment process, please review our Recruitment Pack. This can be found attached to each vacancy or requested by emailing recruitment@astreaacademytrust.org