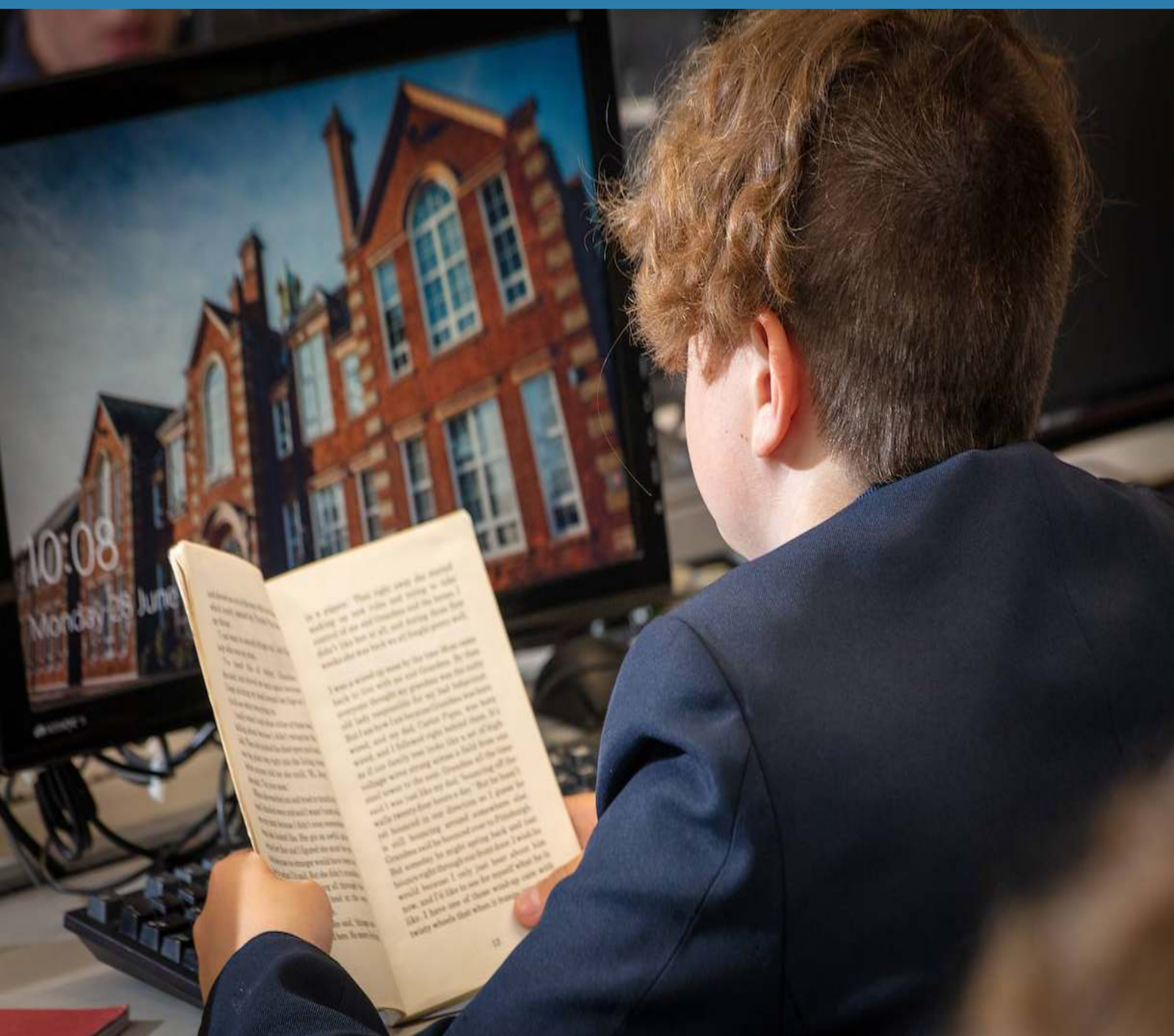
enrich learning trust

Candidate Information Pack

Trust Lead for School Improvement



Contents

Welcome from Chief Executive Officer	3
Welcome to Norfolk: A Fine place to Live and Work	5
The Role, The Person	7
Enrich Learning Trust Values	19
Benefits of working for Enrich Learning Trust	20
Equality, Diversity & Inclusion, Disability & Accessibility, Safeguarding, Data Protection	21
Application Procedure	23

Welcome from Chief Executive Officer

Dear Candidate,

A very warm welcome to Enrich Learning Trust. I am delighted that you are considering applying for the position of Trust Lead for School Improvement. As the Chief Executive Officer, I am excited to share with you the opportunity to be part of our dynamic team and secure excellent outcomes for learners across our schools.

Enrich Learning Trust is a cross phase Multi Academy Trust (MAT), comprising three primary schools and six secondary schools, with three 6th forms. We are building our schools into a collaborative and cohesive team, harnessing the experience of all our Head Teachers and senior leaders to develop our Trust together. Being part of a MAT offers unique opportunities for collaboration across schools. Unlike standalone schools, a MAT enables meaningful connections that foster efficient ways of working, resource sharing, and the exchange of ideas and best practices. We believe that collaboration enriches the entire school community and provides the foundation for continuous improvement. By leveraging the diverse talents within our Trust - teachers, support staff, students, trustees and governors - we can drive innovation and achieve much more together.

The role of Trust Lead for School Improvement is a critical role to support us to achieve our ambitions for children and young people across all of our schools. Reporting to our Director of Schools and Education, you will be responsible for working collaboratively with our team of school leaders to further develop and quality assure curriculum and teaching and learning provision, ensuring that our learners are receiving a high-quality offer that sets them up for success at every stage in their education.

At Enrich Learning Trust, we are committed to improving the impact of our shared services, ensuring they deliver value for money and meet the needs of each individual school, supporting our Head Teachers to focus on educating and caring for our pupils.

We are seeking a candidate with experience in school senior management and strategic leadership. Someone who is ready to take the next step in leadership by working in a Trust wide role. With schools across the county, the opportunity brings with it the opportunity to embrace Norfolk as a great place to live and work.

If you are interested in applying, I encourage you to read the rest of this pack, which provides further details about the role. Should you require additional information or wish to discuss the Trust further, please don't hesitate to get in touch.

At Enrich Learning Trust, we pride ourselves on being approachable and proactive in our work with our schools. We value building personal connections and working as part of a collaborative team. We look forward to receiving your application and, should you progress to the next stage, meeting you personally.

I wish you the best of luck with your application.

Kind regards

Peter Jordan
Chief Executive Officer
Enrich Learning Trust



Welcome to Norfolk: A Fine place to Live and Work

We're thrilled that you're considering joining Enrich Learning Trust and if you're contemplating a relocation to make Norfolk your home there are plenty of reasons to! Nestled in the heart of East Anglia, Norfolk offers a unique blend of tranquil countryside, charming market towns, and a vibrant coastline. Whether you're drawn to its rich history, stunning natural beauty, or the welcoming sense of community, Norfolk provides an exceptional quality of life for individuals and families alike. Here are just a few of the reasons why relocating to Norfolk is an excellent choice:



Breathtaking Natural Beauty

From the stunning Norfolk Broads to the unspoiled beaches of the North Sea coastline, Norfolk offers a wealth of natural beauty. Whether you enjoy hiking, cycling, boating, or simply exploring the outdoors, you'll never be far from scenic landscapes that offer peace and relaxation. Plus, with a variety of nature reserves and wildlife parks, Norfolk is a paradise for nature lovers.



A Quieter Pace of Life

If you're tired of the hustle and bustle of city living, Norfolk offers a refreshing change. The region is known for its relaxed pace of life, giving you the perfect environment to focus on your work-life balance. With picturesque villages and charming market towns like Holt, Cromer, and Fakenham, you'll find a sense of calm and comfort that's hard to beat. Offset with the vibrancy of Norwich, the cathedral city with an array of attractions from art and music, to theatres and museums Norfolk has something for everyone.



Excellent Transport Links

Norfolk is well-connected by road and rail, making it easy to travel both locally and further afield. Norwich, the county's historic city, offers direct train links to London in under two hours, allowing for easy access to the capital for business or leisure. Whether you need to get to the city or explore nearby regions, Norfolk offers a convenient transport network.



Great for Families

With top-rated schools, including our own, family-friendly attractions, and safe communities, Norfolk is an ideal location for families. The region boasts a variety of educational options, from state schools to independent establishments, all offering excellent standards of teaching. For weekends and school holidays, there's plenty to keep the whole family entertained, from theme parks and museums to nature trails and cultural events.



Affordable Cost of Living

Compared to other areas in the UK, Norfolk offers an affordable cost of living. Housing is more reasonably priced, with a variety of properties to suit all tastes, from coastal cottages to countryside retreats. Whether you're renting or buying, you'll find more space for your money, allowing you to live comfortably without the high costs associated with larger cities.



A Rich History and Culture

Norfolk is steeped in history, from its medieval castles and cathedrals to its role in the English Civil War and maritime heritage. The city of Norwich, with its cobbled streets, historic architecture, and renowned museums, is a cultural hub offering plenty to explore. The region also hosts a range of festivals, markets, and events throughout the year, ensuring that there's always something happening to enjoy.



A Supportive Community

One of the standout features of Norfolk is its friendly, welcoming communities. Whether you're moving to a small village or a larger town, you'll quickly find a network of support from local groups, social and sports clubs to community organizations. This sense of belonging makes Norfolk a fantastic place to live, work, and build long-lasting relationships.

The Role, The Person

Job Title: Trust Lead for School Improvement

Salary range: Leadership Scale 16-20

Responsible to: Trust Executive team, through the Director of Schools & Education

Responsible for: Trust wide school improvement.

Purpose:

To drive sustainable improvement across the Trust by providing expert support and constructive challenge to academy leaders, strengthening leadership capacity, and using robust quality assurance and performance intelligence to improve the quality of education and pupil outcomes. The role will promote collaboration and evidence-informed practice across academies, while providing targeted leadership capacity where additional support or intervention is required.

Principal Accountabilities:

To achieve success, the Lead for School Improvement will:

- **1. School Improvement and Intervention**
  Lead, support and challenge academies to secure sustained improvement in educational quality, standards and pupil outcomes.
- **2. Quality Assurance and Evaluation**
  Lead rigorous, evidence-informed approaches to self-evaluation, improvement planning and Trust-wide quality assurance.
- **3. Performance and Intelligence**
  Lead the Trust's approach to educational performance intelligence, ensuring reliable information drives improvement, accountability and strategic decision-making.
- **4. Leadership and Capacity Building**
  Develop leadership capacity at all levels through coaching, professional development, collaboration, and targeted leadership support.
- **5. Educational Excellence**
  Strengthen teaching, curriculum, assessment and evidence-informed practice, supporting consistently high expectations across Trust schools.
- **6. One Trust Improvement Capacity**
  Build collective responsibility for improvement by connecting schools, identifying and mobilising expertise, sharing effective practice and providing additional capacity where it is most needed.

Main Responsibilities

The post holder will play a central role in supporting academy improvement and ensuring leaders are held appropriately accountable for outcomes and standards;

School Improvement and Quality Assurance

They will:

- Support academy leaders to undertake accurate and evidence-informed self-evaluation.
- Lead and monitor the development, implementation and evaluation of Academy Improvement Plans
- Ensure improvement priorities are ambitious, measurable and focused on pupil outcomes.
- Monitor the impact of improvement activity and provide constructive challenge where progress is insufficient.
- Undertake a range of reviews and contribute to Trust quality assurance activities in line with the Trust School Improvement Strategy
- Work with academy leaders to ensure effective implementation of Trust improvement priorities
- Support leaders to evaluate the impact of teaching, curriculum and wider provision
- Contribute to preparations for Ofsted inspections and external reviews
- Provide challenge and support to leaders through review and improvement meetings
- Identify schools, teams or areas requiring additional intervention and support
- Promote evidence-informed practice across the Trust
- Contribute to the development of leadership capacity through coaching, mentoring and professional development

Performance and Intelligence

The post holder will provide strategic leadership of the Trust's performance and intelligence systems, ensuring the Trust has a comprehensive understanding of pupil progress, attainment, engagement and outcomes;

They will:

- Lead the development and refinement of Trust-wide performance, progress and outcomes systems
- Ensure the accuracy, validity and reliability of assessment information across all academies
- Develop reporting systems that provide meaningful intelligence to academy leaders, Trustees and the Executive Team
- Identify trends, strengths, areas for development and emerging risks through analysis of performance
- Support leaders to interpret data accurately and use findings to inform improvement priorities.
- Develop systems that enable the Trust to understand progress and impact over time.
- Work with Trust leaders and subject specialists to strengthen assessment systems and approaches to measuring progress.
- Contribute to the Trust's intelligence cycle, ensuring performance information informs self-evaluation, strategic planning and decision-making.
- Produce strategic reports and analyses to support Trust quality assurance and Local Academy Committee governance processes.

Operational Leadership Capacity

The post holder will provide direct leadership support to academies where additional capacity or expertise is required;

They will:

- Be deployed into academies to provide operational leadership support as required
- Undertake periods of interim leadership responsibility where required.
- Support academies during periods of transition, staffing instability or improvement activity.

- Lead specific school improvement projects on behalf of the Trust.
- Work alongside leadership teams to strengthen systems, processes and operational effectiveness.
- Model high-quality leadership practice and support leadership development within schools.
- Build sustainable leadership capacity that remains after intervention or deployment has concluded.
- Collaborate and work with colleagues and other relevant professionals within and beyond the Trust
- Establishing constructive relationships and communicating with colleagues and wider agencies.

Professional development

The post holder will keep own knowledge and understanding relevant and up-to-date by reflecting on own practice, liaising with your line manager, and identifying relevant professional development to improve personal effectiveness;

They will:

- Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role,

with support from your line manager

- Take part in the Trust's Performance Development Process

Personal and professional conduct

The post holder will uphold public trust in the education profession and maintain high standards of ethics and behaviour;

- Have proper and professional regard for the ethos, policies and practices of the Trust
- Maintain high standards of attendance and punctuality
- Demonstrate Enrich Learning Trust's Values
- Respect individual differences and cultural diversity

Other

- Enhanced DBS clearance
- Hold a full driving license and have the ability to travel freely across all schools within the Trust
- Ability to work accurately with attention to detail.
- Work effectively to deadlines and targets.
- To display integrity and confidentiality.
- Ability to work on own initiative and organise own workload.
- Right to work in the UK.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks. The postholder may be required to perform other duties appropriate to the level of the role, as directed by the Trust Executive Team.

Enrich Learning Trust is committed to safeguarding and promoting the welfare of children and young people and all staff must ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people. All staff are to have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted by the Trust

The Person Specification

	Criteria	Essential	Desirable	Application	Certificates	Selection	Reference
Qualifications	Qualified teacher status in England and Wales	✓		✓	✓		
	Degree	✓		✓	✓		
	Professional development in preparation for a leadership role	✓		✓		✓	
	NPQH or other relevant further professional studies		✓	✓	✓		
	Relevant further degree		✓	✓	✓		
Skills and Experience	Senior leadership and management experience in a school	✓		✓			✓
	Leadership experience in more than one school		✓	✓			✓
	An inspirational teacher with an excellent understanding of teaching and learning	✓				✓	✓
	Involvement in school self-evaluation and development planning	✓		✓			✓
	Line management experience, understanding the need for performance management and CPD	✓		✓			✓
	Experience of contributing to staff development	✓		✓			✓
	Experience of developing a high-quality inclusive learning environment	✓		✓		✓	✓
	Substantial experience of data analysis and target setting to ensure excellent outcomes	✓		✓		✓	✓
	Curriculum design and management, including the application of Curriculum Led Financial Planning		✓	✓		✓	
	Experience of child safeguarding and successful use of measures that promote and ensure the safeguarding of children	✓		✓		✓	✓
	Prepared to learn from, and share, new experiences, and take responsibility for their own continuing professional development	✓		✓		✓	
	Effective communication and interpersonal skills	✓		✓		✓	✓
	Ability to think strategically to form and communicate a vision and inspire others	✓		✓		✓	✓
	Ability to build effective working relationships to inspire, challenge, motivate and empower others to achieve excellent outcomes	✓		✓		✓	✓
	Model the vision and values of the Trust to foster an open and fair culture	✓				✓	
	Deal with complexity and uncertainty	✓				✓	✓
	Anticipate, lead and manage change and seek advice when needed	✓				✓	
	Demonstrable improvement in pupil outcomes in current and previous roles	✓		✓			✓
	A commitment to getting the best outcomes for all pupils	✓		✓		✓	✓
	Ability to work under pressure and prioritise effectively	✓				✓	
	Resilient and can receive and act on personal feedback to improve personal performance	✓				✓	
	An energetic and enthusiastic presence that commands respect.	✓				✓	✓
	Integrity, respect for others and a commitment to safeguarding and equality	✓				✓	
	Self-motivated, organised and ambition for self and others	✓		✓			✓

Trust Vision and Strategy

Enrich Learning Trust is a family of Academies that work together for the benefit of all our pupils. Our long-term (3-5 year) vision and strategy encompasses:

Educational Excellence

Evidence informed teaching and expectations across all our Academies to deliver high-quality inclusive education:

- Establish a culture of collective responsibility and aligned practice across the Trust, with clearly defined areas of Trust-wide and Academy level consistency and flexibility.
- Deliver evidence informed high-quality teaching adapted to meet the needs of all pupils.
- Share good practice and build on strengths identified in each Academy.
- Develop Trust-wide policies, and where beneficial a Trust-wide curriculum.
- Use a robust performance framework to identify variation, provide support and accelerate improvement across all Academies.

Pupil Experience and Wellbeing

A safe inclusive environment where every pupil feels known, supported and inspired. By combining our shared resources and expertise, we deliver an unmatched breadth of enrichment opportunities that broadens horizons, uncovers hidden talents and unites our communities:

- Embed inclusion as the foundation of all Trust decision-making, ensuring every pupil can access, participate in and benefit from high-quality education and enrichment opportunities.
- Develop Trust-wide structures that enable pupils and staff to access shared expertise and collaborative opportunities across Academies.
- Create Trust-wide programmes that recognise achievement, celebrate personal growth and showcase pupil talents.
- Provide enrichment opportunities as a core entitlement for all pupils.

Leadership and Governance

Whilst celebrating the unique character of each Academy, we operate proudly as one Trust. We are bound by ethical leadership at every level—rooted in clarity, accountability, and mutual trust—with strategic governance that is transparent, cohesive and relentlessly focused on pupil success:

- Develop a culture of trust, transparency and shared accountability between the Trust Board and Executive Team, ensuring clear strategic direction across the Trust.
- Trustees and Governors to be recruited based on their skills and their commitment to working positively and ethically on behalf of the Trust community both at and between meetings.
- Ensure the Trust Board is informed with decisions being evidence-based and focused on improving the outcomes for pupils.
- Establish collaborative governance and leadership mechanisms to support informed decision making on complex strategic priorities.
- Strengthen Trustee oversight of Executive leadership succession, recruitment, development and performance to ensure strong organisational leadership and accountability.
- Establish clear Trust-wide expectations, values and ways of working while preserving the distinctive character and strengths of individual Academies.
- Develop ethical leadership across Trustees, Governors, Executive and Academy Leaders through shared expectations, development and accountability.

Organisational Development

A culture where colleagues feel valued, supported and empowered through CPD, talent pipelines, reward and wellbeing-centred practices to lead improvement:

- Deliver a Trust-wide professional development framework that builds expertise, supports career progression and improves student outcomes.
- Develop sustainable talent and succession pathways that identity, nurture and retain talent.
- Promote engagement with local, regional and national professional networks to strengthen leadership capacity, innovation and the sharing of best practice.
- Foster a collaborative One Trust culture through purposeful networking, knowledge-sharing and partnership opportunities for staff and pupils.
- Recognise and celebrate excellence, contribution and impact to enhance engagement, motivation and retention.
- Embed a comprehensive wellbeing offer that supports colleague health, resilience and work-life balance, enabling staff to thrive professionally and personally.

Financial Sustainability

Long term financial resilience through disciplined planning, efficient operations and strategic investment where resources are directed to have the greatest impact on learning:

- Develop a sustainable and equitable funding model that aligns resources with Trust priorities and the needs of Academies.
- Strengthen financial governance through timely, transparent and data-informed decision making.
- Maximise value for money by expanding shared services and standardising operations where this improves efficiency and effectiveness.
- Implement a strategic estates management approach that ensures Trust assets are maintained, prioritised and developed to support educational needs.

Growth and Collaboration

Sustainable, value-driven growth that strengthens communities and enhances Academy improvement capacity. Deep partnerships with families/carers, local authorities, universities, local community stakeholders and other Trusts:

- Strengthen engagement with families, communities and local stakeholders to enhance pupil outcomes and reinforce the Trust's role within the communities.
- Develop strategic partnerships with local employers, businesses and community organisations to expand opportunities for pupils' personal development, employability and aspirations.
- Establish relationships with other Trusts that have the same ethos as Enrich, and with other Academies, to support sustainable growth that reflect the government's ambition for the education sector.
- Maintain proactive oversight of external policy, demographic and local government developments to inform strategic planning and Trust resilience.

Operational Support

High-quality central services which enable Academies to focus on teaching and learning and bring economies of scale. Digital innovation, estates excellence and robust compliance systems:

- Develop high-quality, customer focussed central services that provide consistent support, improve efficiency and enable Academies to focus on delivering excellent education.
- Establish centralised systems, processes and ways of working that support sustainable Trust growth and effectiveness.

- Strengthen the use of data, insight and performance reporting to inform decision making and improved outcomes for pupils. Develop a proactive approach to digital innovation, cybersecurity and emerging technologies to maximise opportunities and manage organisational risk.
- Strengthen the Enrich brand through consistent identity and communication, whilst allowing the Academies to retain their own characters.
- Ensure robust compliance, risk management and business continuity arrangements to maintain resilience and continuity of education.

Environmental, Social & Governance

As a single Trust, we are committed to sustainable growth and ethical citizenship. We actively reduce our environmental impact, champion social equity and wellbeing across our communities, and maintain transparent governance that models the responsible, forward-thinking future we want for our pupils:

- Develop a comprehensive understanding of the Trust's environmental impact to inform sustainable decision-making and measurable carbon reduction.
- Empower pupils and colleagues to contribute to environmental stewardship and lead change within their Academies and communities.
- Leverage external funding and partnerships to support sustainability ambitions.
- Improve resource efficiency and deliver measurable environmental and financial sustainability.
- Embed a Trust-wide Sustainability and Climate Action Plan that drives continuous improvement, accountability and responsible growth.



Benefits of working for Enrich Learning Trust

- Competitive salary.
- Enrolment to the Teachers' Pension Scheme
- The chance to make a significant impact in a supportive educational environment.
- Training and Mentorship – we provide robust professional development opportunities, including leadership training, specialised workshops, and access to mentoring from experienced colleagues across the network.
- A role within a team that values collaboration, innovation, and the safeguarding of our students and staff.
- Networking – the wider network of professionals within our MAT provides excellent opportunities for networking with colleagues from diverse educational backgrounds.
- Work/life balance - family friendly policies, including flexible and hybrid working.
- Cycle to work scheme.
- Childcare Vouchers.
- Employee Assistance Programme - 24-hour helpline, 365 days a year and 6 free counselling sessions.
- Wellbeing portal.
- Access to Discounts for Teachers.

Equality, Diversity & Inclusion, Disability & Accessibility, Safeguarding, Data Protection

Equality, Diversity & Inclusion

As an equal opportunities employer, Enrich Learning Trust is committed to creating a diverse and inclusive workplace where everyone is treated with respect and dignity. We welcome applications from all suitably qualified persons regardless of their race, religion or belief, sex, sexual orientation, gender reassignment, age, disability, marital or civil partnership status, or any other protected characteristic. We are committed to providing equal opportunities in recruitment, promotion, training, and all other aspects of employment.

We welcome applicants from diverse backgrounds, even if your experience doesn't perfectly align. You don't need to meet 100% of the criteria to apply – if you're excited about this role we would love to hear from you. We recognise that career paths are unique – tell us how your experience applies to this role.

Disability & Accessibility

Enrich Learning Trust is committed to ensuring that applicants with disabilities or impairment receive equal opportunities and treatment. If you have a disability or impairment, and would like Enrich Learning Trust to make adjustments or arrangement to assist if you are called for an interview, please state the arrangements you require.

Safeguarding

Enrich Learning Trust is committed to safeguarding and promoting the welfare of its pupils and expects all those working at the Trust to share this commitment. All offers of employment are subject to an Enhanced DBS check, and where applicable, a prohibition from teaching check will be completed for all applicants. This post is exempt from the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020). This means that certain convictions and cautions are considered 'protected' and do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website: https://www.gov.uk/government/publications/new-guidanceon-the-rehabilitation-of-offenders-act-1974.

Data Protection

Throughout this application you are asked for some personal data about you. Enrich Learning Trust will only use this data in line with data protection legislation and process your data for one or more of the following reasons permitted in law:

- You have given your consent;
- Enrich Learning Trust must process it to comply with their legal obligations;
- Enrich Learning Trust must process it to perform a task in the public interest; or
- Enrich Learning Trust must process it for their legitimate interests
- You will find more information about how Enrich Learning Trust uses your personal data in their privacy notice for job applicants.



Application Procedure

For a confidential discussion, a visit to the school or more information about the role, please contact Sasha Furze – Director of Schools and Education (sfurze@enrich-learning.org)

Please complete the Trust's application form, which can be found on our website (www.enrich-learning.org)

In compliance with Safer Recruitment Guidelines CV's will not be accepted.

Dates and Timeframes

Closing date: Friday 4th December 2026 (Midday)

Shortlisting: Monday 7th December 2026

Interview dates: Wednesday 9th December 2026

Shortlisted candidates will be contacted with details of the interview process.

