



Vice Principal for Quality of Education

Job Application Pack

Permanent, Full time, All Year Round

Salary: Leadership, L17 – L21

Easter start (earlier if available)

Welcome from the CEO

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

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. I became a teacher because I believe in equal opportunities for everyone.



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 teachers who are committed, enthusiastic and innovative is a right that all children should have.

Our mission is to help children 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 Trust's.

S. Hampton



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About the 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 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.

The Trust comprises of Bluecoat Aspley Academy, Bluecoat Sixth Form, Bluecoat Wollaton Academy, Bluecoat Beechdale Academy, Bluecoat Primary Academy, The Nottingham Emmanuel School and Sixth Form, The Long Eaton School, Lees Brook Academy, Alvaston Moor Academy, Bluecoat Trent Academy and the Bluecoat SCITT Alliance (School Centred Initial Teacher Training).

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.

The growth of the 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.

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.

We believe

- That a Christian ethos underpins and informs all that we do.
- That the focus of the Trust is to promote collaboration between schools within a strategic locality in order to secure mutual improvement.
- That through managed collaboration between academies there will be increased and improved opportunities for the development of all staff, students/children, parents and community.
- In the development of a broad and balanced curriculum that supports young people's personal development and preparation in life.
- That the family of academies within the Trust, working together, will secure continuity and progression for all.
- That there should be high expectation for all children/students and young people whatever their circumstances or starting point and addressing disadvantage.
- That, through its structures and work, the Trust can create and support effective Governance for all members.
- That, through the Trust's work across its academies, expertise and capacity will be developed so that they can be support with their development needs and economies of scale achieved.



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

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)
- Online Searches

Our Schools

Bluecoat Aspley Academy

Bluecoat Academy Aspley is the largest school in the Trust and was the founder of Archway Learning Trust (previously known as Bluecoat Academies Trust). The Academy is both distinctively Christian and inclusive with all students being part of a large, diverse and multi-ethnic family that we are very proud to be a part of. Bluecoat Aspley Academy is a School of Sanctuary, welcoming students and families from all backgrounds.



Bluecoat Aspley
believe in yourself, in others, in God

Bluecoat Wollaton Academy

Bluecoat Wollaton Academy has 800 learners and is both distinctively Christian and inclusive, with a relentless ambition to enable every member of our Academy 'family' to be the best they can be. Bluecoat Wollaton was graded as 'Outstanding' in all categories in its Ofsted inspection in 2018. The school's outcomes place it consistently in the top 10% in the country and it was also awarded the highly coveted World Class Schools Quality Mark, which is awarded to the top schools in the country.



Bluecoat Wollaton
believe in yourself, in others, in God

Bluecoat Beechdale Academy

Bluecoat Beechdale Academy is a growing school, with over 800 students on roll. The numbers have increased each year since our sponsorship began and we are delighted with the growing confidence that local families are expressing by making Beechdale their first choice school in increasing numbers. Bluecoat Beechdale Academy is not formally designated as a Church of England Academy, but shares the ethos and many of the Archway values.



Bluecoat Beechdale
Academy
Believe, Belong, Achieve

Bluecoat Primary Academy

Bluecoat Primary Academy opened in January 2015. The primary school is located near our Bluecoat Beechdale Academy in a brand new state of the art building on Harvey Road and is home to 420 primary aged children, 26 Nursery pupils and a small focus provision for children with ASD. Like Bluecoat Aspley and Bluecoat Wollaton Academy is both distinctively Christian and inclusive.



Bluecoat Primary
believe in yourself, in others, in God

The Nottingham Emmanuel School

The Nottingham Emmanuel School is a Church of England secondary and Sixth Form, with 1,000 students, including over 140 in the Sixth Form. The £25 million site is located near the banks of the River Trent in West Bridgford. The School is a diverse community, serving families and students from every academic, social, faith and ethnic background. Emmanuel has been praised nationally for its outstanding work as an effective, inclusive Church school.



Bluecoat SCITT

Based at Bluecoat Aspley Academy, the Bluecoat SCITT offers school based Teacher training in a range of schools and subjects. As an accredited provider of school based teacher training, we are committed to training outstanding teachers to work within the East Midlands region. Our comprehensive one year School Direct Training Programme is offered for both Primary and Secondary trainees, as well as a salaried option in certain subjects.



Bluecoat SCITT Alliance
Nottingham

The Bluecoat Trent Academy opened its doors in September 2021 with the founding cohort of Year 7 pupils. BTA is an 11-16, non-faith school. The new build for the academy will be built on the former site of Clarendon College, on the edge of Forest Fields, close to Mapperley Park. Whilst the new academy is being constructed BTA will, for the first two years, be based in its own building on the site of Bluecoat Aspley Academy on Aspley Lane. The school will be underpinned by the ethos of all the Archway academies whilst establishing its own unique vision and values.



Lees Brook Academy based in Derby has 1,120 students and is a school that puts its students at the heart of everything it does. The school's motto 'Lead, Believe, Create, Succeed' was chosen by its students and is at the core of everything that the school does. Lees Brook is passionate about its extra-curricular provision in particular the thriving Duke of Edinburgh scheme. Lees Brook is a school that cares for the people within it.



**Lees Brook
Academy**

Our Academy vision is at the heart of everything we do, 'Ambition, Manners and Achievement'. We also recognise the importance of positive relationships, equality and respect. Situated in the heart of the City of Derby, it serves a diverse local community and serves families from many different backgrounds. The curriculum offered is broad and specifically designed to engage and challenge its students.



Alvaston Moor Academy

The Long Eaton School with 1,078 students is built on a long tradition of academic success, dating back to 1910. The school has gained an excellent reputation for the quality of its educational provision and its developments in Literacy and Numeracy have earned the school the prestigious Quality Mark and our approaches have been shared nationally as a model of good practice.



THE
LONG EATON
SCHOOL

Welcome from the Principal, Mr Richard Peel



I'd like to firstly thank you for your interest in this role at The Long Eaton School.

I joined the school as Headteacher in January 2020, managing the school has allowed me to quickly get to know the staff and students and see first-hand the unique sense of community that exists at the school.

In February of 2021 the school joined Archway Learning Trust, an organisation I am very familiar with, having worked for them for the previous 14 years. I fundamentally believe in the Archway vision of 'working together, transforming lives' and feel this very naturally aligns with our vision and values at The Long Eaton School. Through our collaborative work with the trust, we are committed to establishing a learning culture for all, which is underpinned by our 4 key values:

- Respect
- Ambition
- Academic Excellence
- Community

We are passionate about ensuring that each and every one of our students fulfils their potential academically and is delivered a curriculum that supports this and their personal development. We aim to develop independent learners with transferable skills which can be applied to both their future studies and wider lives; ensuring our students are prepared for the outside world and go on to make a positive contribution to society.

We are a community school and our students know that they are part of an organisation that has their best interests at heart and one that will support them in planning and preparing for their future. We have close relationships with all stakeholders in our community, which includes parents, governors, primary feeder schools and local sporting and charitable organisations. It is through developing these positive relationships that we know our students not only feel part of this community, but engage and are able to positively contribute to it.

The Long Eaton School is a forward thinking school, committed to developing high aspirations, a thirst for knowledge and a passion for lifelong learning shared by students and staff.

The Vacancy

The Long Eaton School is looking to appoint a Vice Principal for the school. We welcome all applications but are particular keen to hear from those with an expertise on strategic planning and development to develop the quality of education at The Long Eaton School.

The post holder will help shape and drive the five-year strategic vision of the school and write the school's SEF to monitor our work against our plans. They will work hard to ensure that all children in the school excel from whatever their starting point, working with other leaders in the Trust to share ideas and practice. This is a role where we are looking for someone who always wants more for the children that we serve and you will be committed to facilitating that ambition.

This is a genuinely exciting opportunity for an ambitious leader who is keen to develop their skills. Working closely with the Principal and Governors, all of whom share the vision for the school to be exceptional in all areas to help secure the levels of social mobility that we want to give our children. Whilst not prerequisite, this post holder is likely to have ambitions to headship and this role will undoubtedly give them the experience and in school training/coaching to achieve this should that be their focus, particularly in our growing trust.

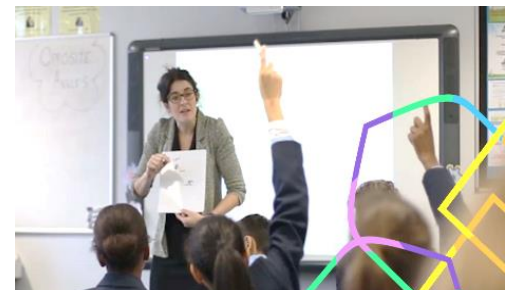
Candidates should pay attention to the job description/person specification and explain within their application how they meet the criteria, whilst also describing what they will bring to the post from their own knowledge and experience.

The role will be based at The Long Eaton School but the post holder may at any time be required to support or work at any of the sites within Archway Learning Trust.

Applications

For more information about The Long Eaton School and the vacancy, please visit <http://www.longeaton.derbyshire.sch.uk/>

To apply for the role click apply which will take you to the application form for the post. We would encourage you to refer to the job description and person specification, demonstrating your suitability for the role.



Closing Date: 9am, Monday 5th December 2022

Interview Date: Week commencing 12th December 2022

Due to the number of applications we receive, it is with regret that we cannot respond to every application, if you do not hear from us within two weeks of the closing date, please assume that on this occasion your application has unfortunately not been successful.

Job Description

POST TITLE: Vice Principal for Quality of Education

GRADE: Leadership Pay Scale

RESPONSIBLE TO: Principal

General Responsibilities

- Support the overall Christian ethos of the Trust.
- Be aware of and comply with Trust policies and procedures including but not exhaustive of:
 - Acceptable Use of IT Policy
 - Code of Conduct
 - Extremism & Radicalisation Policy
 - Health, Safety and Security Policy & Guidance
 - Keeping Children Safe in Education (Part 1) Guidance
 - Safeguarding Policy and Training Slides
 - Whistleblowing Policy
 - IT Pack including Acceptable Use Statement
 - Health, Wellbeing and Benefits
 - Policy Finance Policy
- Be aware of and support difference and ensure equal opportunities for all.
- Contribute to the overall aims of the Trust and Academy Improvement Plans
- To develop and implement own professional development and skills
- To behave in a manner that is professional, friendly, fair with students and colleagues demonstrating and role modelling politeness and respectfulness.
- To demonstrate an excellent record of attendance and punctuality.
- Work cooperatively as part of the Trust wide staff team

Specific Responsibilities

As Vice Principal, some of your responsibilities will include;

1. Strategic Planning and Development for KS3 & KS4 Curriculum.
2. Have strategic oversight of the data in the school and how it is best used to minimise work burdens but still drive improvement
3. Having a strategic overview of Teaching & Learning and Continuous Professional Development.
4. Lead on strategic plans to improvement attendance with measurable outcomes.
5. Ensure that the vision, ethos and values relating to the expectations around student behaviour, attitudes and personal development is clearly communicated to all staff, students and parents, and reinforced regularly.
6. Ensuring that all data is relevant, useful and being used by all teaching staff to raise standards.
7. Have an overview of the school level annual school census.
8. Curriculum planning (intent and implementation).
9. To promote the knowledge-rich curriculum in school and wider as an advocate for the impact it is having.
10. Leading outstanding teaching and learning improvement across the entire academies trust and with the Assistant Principal responsible for this area in school.
11. Knowledge Organisers and Homework.
12. Overseeing quality assurance in the school, its implementation and the impact of our work and refining work in light of this.

13. TeachMeet Planning – Look Back/Look Forwards and Deliberate Practice
14. INSET Planning
15. New Staff Induction
16. Instructional Coaching Lead
17. Whole School Literacy

Strategic Leadership

1. Leadership and strategic development;
2. Leading and managing staff;
3. Supporting staff in their development needs;
4. Working with Directors of Learning to develop new curricular quality assurance;
5. The implementation of whole Academy policy and practice;
6. Contributing to whole Academy and wider community development;
7. Undertaking professional duties and tasks as reasonably delegated by the Head of School and/or Principal;
8. Participating in whole Academy planning and policy making;
9. Attending senior staff and other Academy committees and meetings;
10. Liaison with appropriate agencies outside of Academy, e.g. LA advisors and inspectors, industry, business and the wider community.

Leadership of Staff

1. Develop positive working relationships with and between all staff and provide and sustain motivation;
2. Lead groups of staff in developmental activities, delegate appropriately and evaluate outcomes;
3. Contribute to the implementation of the Trust's Appraisal policy;
4. Support staff with matters of student behaviour and discipline;
5. Contribute positively to the appointment, deployment and development of staff to make most effective use of their skills, expertise and experience and to ensure that all staff have a clear understanding of their roles and responsibilities.

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.

Personal Specification – Vice Principal for Quality of Education		
	<u>Essential</u>	<u>Desirable</u>
Experience	<ul style="list-style-type: none"> • Qualified Teacher Status. • Relevant academic and teaching qualifications. • A good honours or Masters Degree. • Evidence of recent professional development • Successful leadership and management experience in a school • Experience of managing significant change effectively • Experience of leading on child protection and safeguarding within a school • Involvement in school self-evaluation and development planning • Demonstrable experience of successful line management and staff development • Proven and consistent track record at a senior level of school improvement 	<ul style="list-style-type: none"> • Be working towards or have achieved the NPQH or other relevant educational management qualification. • Experience of working with school governors, other agencies, parents and the community. • Experience of Ofsted Inspections. • Ofsted trained. • Experience of working in more than one school.
Knowledge and understanding	<ul style="list-style-type: none"> • An understanding of current educational developments and a clear grasp of issues relating to education. • Knowledge of behaviour leadership at whole school level • Comprehensive knowledge of up-to-date guidance and support regarding behaviour strategies. • Skills and knowledge to deal with student safety and behaviour. • A clear working knowledge of how to lead curriculum development and manage innovation and change. • Proven ability to analyse data, evaluate performance and plan for improvement. • A clear understanding of strategies for improving the quality of teaching and learning. • Demonstrable knowledge of a range of effective classroom and behaviour management strategies. • An understanding of the need to utilise school resources effectively, with an awareness of best value principles. • Experience of Performance Management. • Effective communication and interpersonal skills and to build effective working relationships 	<ul style="list-style-type: none"> • Leadership and management of collaborative activities between academies/school and other organisations • Understanding of school finances and financial management

	<ul style="list-style-type: none"> • Be creative and have highly developed problem solving, negotiation and decision-making skills and the ability to produce practical and innovative solutions • Excellent time management and organisation skills, including working under pressure and to deadlines 	
Skills and Abilities	<ul style="list-style-type: none"> • An ability to work in collaborative partnership with the full range of people, other school/academies and organisations associated with the Academy - staff, parents, governors, community, business, Diocese, Trust and LA. • Ability to set high and clear expectations and hold others to account for their performance, delivering clear messages to ensure (at least) good pupil progress including an ability to lead, manage and support teams. • Well-developed social and communication skills. • Tact, sensitivity, integrity, good judgement. • Confidence, independence and flexibility. • A commitment to the well-being of staff. • A commitment to and ability to lead Academy improvement and manage change. • An ability to lead and manage school standards. • Confident with data and IT. • Good organisational skills with the ability to prioritise work and meet deadlines. • Ability to lead school based INSET and parent information meetings. • Demonstrable coaching/mentoring skills to support the development of other staff. • A commitment to equal opportunities. • The ability to give and receive effective feedback and act to improve personal performance. • Stamina. Motivation and dedication. • High Expectations and Aspirations. • Ability to work under pressure and prioritise effectively. • Commitment to maintaining confidentiality at all times. • Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position. • Build positive and respectful relationships across the school community. 	

	<ul style="list-style-type: none"> • Uphold public trust in school leadership and maintain high standards of ethics, behaviour and professional conduct. • Serve in the best interests of the school's pupils. 	
Values	<ul style="list-style-type: none"> • A commitment to inclusive comprehensive education. • An empathy for children from a wide variety of social and cultural backgrounds. • Be committed to and in strong support of the important Christian values of the Trust's religious foundation. • Be committed to federated approaches to Academy organisation and collaborative work with other educational, business and community organisations. • A commitment to and ability to lead Academy improvement and manage change. • A willingness to work hard, with enthusiasm and vision. 	