

“Leaders are ambitious for the school and its pupils. They have created a positive and warm environment for learning. Higher expectations have helped pupils to make faster progress...”

Ofsted, September 2017

Assistant Principal Candidate Pack



WE BELIEVE IN EXCELLENCE FOR ALL
BECAUSE THERE IS EXCELLENCE IN ALL

Ormiston
Six Villages Academy



*“Outcomes for pupils across the school
are now good and improving.”*

Ofsted, September 2017

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www.ormistonsixvillagesacademy.co.uk

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Ormiston Six Villages Academy



We believe in the limitless potential of every young person we serve...

As Principal of Ormiston Six Villages Academy, I would like to extend a very warm welcome to you.

This is a fantastic time to join our small, vibrant and caring learning community at Six Villages. We are committed to ensuring that students are stretched intellectually and that they foster a love of learning, whilst feeling valued, happy and safe. Six Villages has been on a transformative journey in the last two years, and this was recognised in September 2017 with Ofsted granting us a rating of 'Good' in all categories, noting that we are 'a rapidly improving school'.

This outcome is a testament to the hard work and belief of our staff body, the commitment and partnership of our families, the unfailing support from our sponsor, Ormiston Academies Trust, the challenge and constant encouragement of the Governing Body and, most importantly, our wonderful student body who are the epitome of excellence and endeavour.

We provide an inspirational education where every young person is ready for life in our global community. Our students have an appetite for success and our staff are committed to unleashing their potential. Parents are supportive and loyal to the academy. The strong alignment amongst stakeholders makes this Academy a great place to work and take your career on to the next level.

I have enormous pride in being the Principal of such a wonderful academy. We know that academic achievement of the highest order is within our reach and we now look to consolidate this progress and continue to push for further sustained improvement, as we strive to become a truly outstanding academy. With this in mind we are looking for exceptional professionals to join our staff body who demonstrate the ability to achieve outstanding student outcomes, and make a significant difference to the lives of the young people at Six Villages.

This position of Assistant Principal is a key appointment and the successful candidate will be part of a small dynamic leadership team with a wide ranging array of responsibilities. You will work collaboratively with other Assistant Principals, the Vice Principal and the Principal on our shared mission to be a beacon of academic excellence. We actively promote continuing professional development (see page 7) and you will receive substantial opportunities to develop as life long learners. This role would suit a seasoned Assistant Principal looking for a platform to prepare for future career progression, or equally an experienced curriculum/pastoral leader or an individual who has had whole school responsibility, looking to take the first step into senior leadership.

I would welcome an opportunity to meet with you before interview to enable you to meet our students, share in some of their learning and gain an understanding of our ethos and aims. Tours are strongly encouraged to see the Academy in action. To further your insight into our Academy, please take a tour of our website at www.ormistonsixvillagesacademy.co.uk and read the September 2017 Ofsted report via the link which can be found on the website under Key Information/Ofsted.

If you have any further queries or wish to arrange a tour of the Academy, then please do not hesitate to contact Mrs Canadas, PA to the Principal, on 01243 546802 or by email ccs@ormistonsixvillages.org.uk.

I look forward to receiving your application.



Ms Umbar Sharif
Principal



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Ormiston Six Villages Academy



Assistant Principal Leadership Spine 14-18

The Governors, Principal, students and staff at Ormiston Six Villages Academy are seeking to appoint an inspirational Assistant Principal to join our Senior Leadership Team. You will have experience in a leadership and management role and will demonstrate your passion and expertise in supporting students to achieve their full potential across all areas of the curriculum. You will also have a proven record of consistently achieving very strong outcomes.

The successful candidate will be an exceptional classroom practitioner, you will be an outstanding teaching and leader and will be responsible for leading on a full range of strategic responsibilities. You will share our aspirations and beliefs in the limitless potential of every young person we serve. If you share this moral imperative, we would welcome an application from you.

Ormiston Six Villages Academy is a small, vibrant and dynamic learning community. We are part of Ormiston Academies Trust and the successful candidate will join the OAT family and receive comprehensive CPD (please see page 7) through the academy and associated networks. Since the new Principal commenced in role in January 2016 the academy has been on a transformational journey leading to a Good Ofsted rating in September 2017. This is an exciting time to join our team and to be part of building Six Villages as a beacon of educational excellence.

The Principal welcomes an opportunity to meet with prospective candidates. Visits to our academy can be booked through Mrs Canadas 01243 546802 or ccs@ormistonsixvillages.org.uk and are available at the following times:

- Friday 9th February, 9am
- Friday 23rd February, 1.30pm

Please include a supporting statement with your application (2 sides of A4) that:

- outlines why you are attracted to the role of Assistant Principal at our academy
- evidences your leadership, management, teaching and impact so far
- highlights how you meet the wider person specification

Location: Westergate, Chichester
Reporting to: Principal
Start date: May 2018 or September 2018
Deadline: Tuesday 27th February (noon)

All application forms, with supporting statements, to be emailed to
ccs@ormistonsixvillages.org.uk

Interview dates: Monday 5th & Tuesday 6th March
Salary: Leadership spine 14-18

The Academy is committed to safeguarding and promoting the welfare of children and young people/ vulnerable adults and expects all staff and volunteers to share this commitment. The successful candidate will be subject to an enhanced DBS check.



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Ormiston Six Villages Academy



Job Description

The Role

The overall purpose of the role is to develop and sustain an outstanding education for all students in the Academy.

Key Responsibilities

Specific responsibilities of the post will be agreed on appointment reflecting the experience and expertise of the successful candidate and the needs of the Academy. The general responsibilities are outlined below.

The Assistant Principal will work collaboratively and closely with the other members of the Senior Leadership Team to lead on central aspects of the leadership and management of the Academy.

All members of the Senior Leadership Team are expected:

- to be an excellent classroom practitioner
- to be responsible for the welfare and safety of students and staff
- to participate actively in the full life of the Academy
- to be highly visible and a role model for staff and students alike
- to ensure the day to day management of order and discipline so that high levels of behaviour and courtesy are maintained
- to line manage curriculum areas and pastoral staff
- to meet with the Senior Leadership Team as required for planning and review purposes
- to deputise for other members of the Senior Leadership Team if and when required

Leadership of teaching and learning

- Provide an excellent role model of challenging, successful and enjoyable teaching
- Maintain a whole Academy consistent focus on high expectations and excellent student progress which shapes all teaching and learning
- Promote a culture of accountability and engagement in staff and students to foster independence and the taking of personal responsibility for success
- Initiate, encourage and support action research and debate to improve practice, harnessing the best of the new technologies to support learning
- Support and help to develop staff, by attending meetings and regularly visiting their teaching areas
- Support the assessment framework and target setting processes across the Academy
- Lead in the monitoring of student progress, using performance data to motivate staff and students to improve and to inform parents of progress in 'real time' reporting, utilising Academy systems

Assessment and Reporting

- Ensure that staff effectively use a robust tracking and target setting system for pupils in line with Academy expectations
- Ensure that regular and meaningful student progress reports are written and shared with both students and their families
- Provide information and analysis of data collected according to the requirements of the self-review process each term

Academy culture

- To create a strong academy community, characterised by consistent, orderly behaviour and caring, respectful relationships by maintaining a presence around the Academy
- To help develop an Academy culture and ethos that is utterly committed to achievement
- To demonstrate a commitment to equality of opportunity for all members of the Academy's community
- To actively promote the Academy at all times
- To contribute to the writing and implementation of the Academy Improvement Plan
- To be active in issues of student welfare and support
- Development and implementation of policy across the school
- Leadership and training at whole school level
- To develop and maintain strong partnerships and ensure regular and productive communication with parents.

Other

- Make a significant contribution to the Academy's Self Evaluation process
- Make a significant contribution to the development, evaluation and review of all policies that relate to learning and teaching across the Academy
- To undertake the main professional duties of a teacher as set out in the OAT pay and conditions of service document
- To meet the expectations of all staff as laid out in the Staff Expectations Policy
- To uphold all Academy policies with consistency and diligence
- Undertake any other professional duties as set down in the OAT Academies pay and conditions of service document, and as directed by the Principal
- To undertake continuous professional development



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Person Specification

Qualifications criteria	Essential/ Desirable	Assessed through
Qualified to degree level and above	E	Application form/ certificates
Qualified to teach and work in the UK	E	Application form/ certificates
Completed or registered to complete NPQH	D	Application form
Safeguarding qualification	D	Application form/ certificates
Knowledge & Skills		
Current and relevant knowledge of best practice in school leadership and management	E	Application/interview
Knowledge of national changes; curriculum, assessment and Ofsted	E	Application/interview
Understanding of outstanding teaching and learning strategies; ability to observe and assess lessons and identify improvement strategies	E	Application/interview
Knowledge of a range of strategies to raise attainment	E	Application/interview
Knowledge of the barriers to achievement and how to overcome them	E	Application/interview
Knowledge and understanding of self assessment and quality assurance procedures	E	Application/interview
Understanding of how to gather information, create systems and process, rigorously monitor, review and analyse	E	Application/interview
Experience		
Outstanding classroom practitioner	E	Application/references
Successful leadership at a middle or senior level with evidence of strong student outcomes	E	Application/interview/ references
Experience of having led, or significantly contributed to, the success of a school through its leadership, vision/ethos, teaching and learning and results	E	Application/interview/ references
Experience of establishing a high achieving department/team	E	Application/interview/ references
Experience of leading, coaching and managing staff	E	Application/interview/ references
Experience of creating, monitoring and tweaking 'fit for purpose' assessment systems	E	Application/interview/ references
Experience of leading/organising successful enrichment and extracurricular activities which inspire and motivate learners	E	Application/interview/ references
Leadership Behaviours		
Effective and motivational management style that encourages participation, innovation and confidence	E	Interview
Ability to lead, coach and motivate staff within a performance management framework, including professional development and effective management of underperformance	E	Interview

Qualifications criteria	Essential/ Desirable	Assessed through
Ability to develop the leadership skills of others	E	Application/interview
Welcomes accountability and takes personal responsibility for their own actions	E	Interview
Effective role model, team worker and leader	E	Interview
Resilience and motivation to lead the academy through day to day challenges while maintaining a clear strategic vision and direction	E	Application/interview
A firm and constant belief in the unlimited potential of every student and a commitment to inclusive educational provision	E	Application/interview
Effective team worker and leader	E	Interview
Acts as a role model to staff and students	E	Application/interview
Excellent interpersonal, communication, planning and organisational skills	E	Application/interview
Leading External Relationships		
Can skilfully manage and maintain effective working relationships with parents and other stakeholders	E	Application/interview
Safeguarding and Welfare		
Experience of overseeing robust safeguarding procedures	E	Application/interview
Commitment to the safeguarding and welfare of all students and providing equality of opportunity	E	Application/interview



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Ormiston Six Villages Academy



“If we can create a culture where every teacher needs to improve, not because they are not good enough, but because they can be even better, there is no limit to what we can achieve..”

Dylan William

Your CPD

High quality Continuing Professional Development is at the heart of Ormiston Six Villages Academy where staff feel nurtured, developed and can contribute to the development journey at the Academy.

We aim to develop our staff professionally and personally and our CPD is highly tailored to developing or enhancing the skills, knowledge and professional practice of each individual member of staff. A dedicated senior leader tracks the CPD and evaluates its impact to ensure that the needs of colleagues are met.

We believe that staff should have access to supportive and nurturing CPD at every stage of their professional career that adds value to the individual and their contribution to the academy. We actively promote and encourage all staff to pursue:

- research engaged learning and development opportunities
- peer to peer networking with local teaching alliances
- studying for a qualification or accreditation - we are committed to life long learning as adults and support staff with further enhanced study, for example, diplomas, Masters' programmes, NPQML, NPQSL, NPQH. We also believe in contributing to CPD that leads to qualifications such as these, subject to mutually agreed criteria.
- online courses, for example webinars and podcasts
- observations - we highly encourage an open door culture where best practice is shared through a collaborative team approach
- Attending conferences and representing the Principal/Academy: ASCL briefings; OAT CPD meetings; PiXL; local, national and international opportunities
- Regular teaching and learning training sessions and workshops which are highly engaging and tailored to the needs of the teaching body; staff are also encouraged to lead sessions.
- Supportive and thorough induction for NQTs and all new staff ensuring a smooth transition into Six Villages



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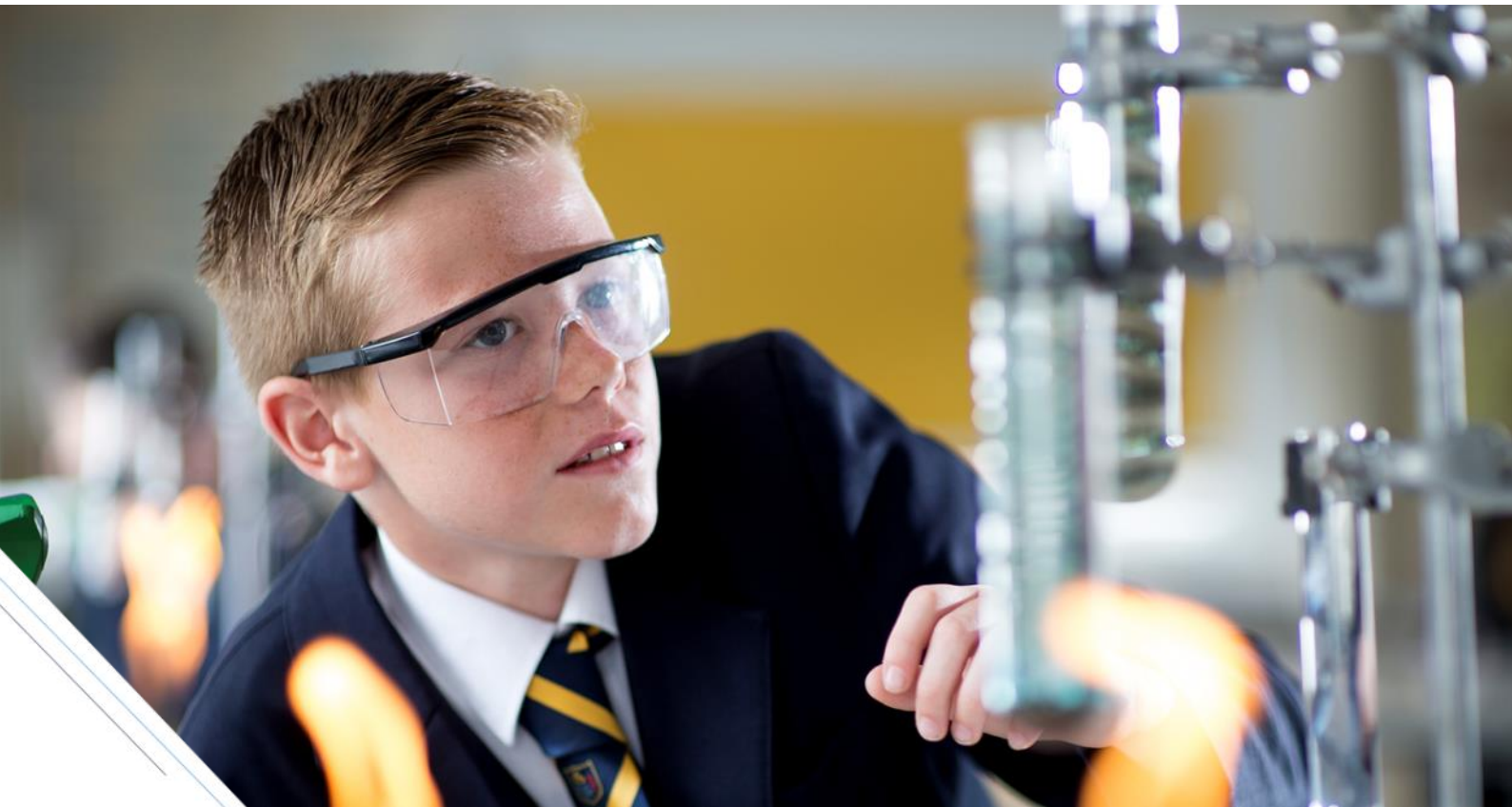
Ormiston Six Villages Academy



“...teachers challenge pupils to aim high. One parent noted: ‘The staff seem very conscientious and dedicated to providing a challenging, stimulating and enjoyable education for the pupils.’”

Ofsted, September 2017

Our Mission & Values



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Ormiston Six Villages Academy



We have built a community who strive for excellence in all we do. We stretch, stimulate and grow a love of lifelong learning in our students...

We believe in the limitless potential of every young person we serve. There is no impossible dream or limit on ambition. As we nurture every student to be leaders of tomorrow we instil in them today the mindset and skills along with the qualifications and experiences to open any door.

Students are taught to be self-reflective and active citizens who contribute to the life of the Academy. Each student models excellent behaviour at all times and wears the Ormiston Six Villages Academy uniform with pride. There are no excuses for poor behaviour. Issues are resolved through dialogue and opportunities to make amends and sanctions enable students to learn from their mistakes. Students follow a code of conduct and are taught how to behave out in the community and within the academy's communal spaces and classrooms. Every member of the community is valued and respected. Diversity is celebrated.

The extended school day allows for students to complete homework, engage in a range of extracurricular activities and attend personalised catch up classes for those who have fallen behind. To ensure intellectual growth, students are expected to spend additional time learning at home.

Community assemblies reflect the soul of the Academy. Led by students, staff, and members of the community they serve as platforms for celebration, recurring forgiveness and aspiration setting.

The school building and classrooms are an extension of our values, vision, ethos and aspirations for young people. Displays are vibrant, reinforce high expectations and promote university and career aspirations. Global figures, past and present, act as visual reminders of the power of education. Reading for pleasure is encouraged and forms part of the termly competitions. The Six Villages reading list for each key stage is advertised widely.

Staff work collaboratively to plan exciting, stretching and engaging lessons. Teachers greet every student at the door and have materials ready for each session. Lessons consist of review, new learning, independent practice and homework setting. There is an open door culture. Staff foster a love of learning and students have a number of learning spaces for independent study. Students continue to develop and learn through trips, residential stays and new experiences.

The Academy works in partnership with parents and expects full commitment in ensuring each student maintains excellence in attendance and punctuality, school uniform, attitude and homework completion. New students and parents take part in a summer induction to learn 'the Six Villages way'. Regular communication and attendance at progress review meetings is obligatory.

All members of the community are role models and have a leadership responsibility. Staff are highly visible at all times of the school day. Through empowerment, training and coaching, we develop a legacy of good practice for longevity of success at Ormiston Six Villages Academy.

Ms Umbar Sharif
Principal



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Ormiston
Six Villages Academy



“Members of the IEB are totally committed to the school, are knowledgeable and skilled and fulfil their statutory duties in an exemplary fashion”

Ofsted, September 2017

Our Governance

Mutual support and an open exchange of views is at the heart of working relationship between the governing board and academy leaders. The Principal and IEB (soon to be an LGB) have worked well together to provide the stable framework that has been commented on so favourably by Ofsted. New colleagues will be welcomed into this warm and purposeful governance environment and should expect to enjoy an enviably sound and lively working relationship.

Ken Lloyd

Chair of the IEB



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Ormiston Six Villages Academy



“The school works closely and harmoniously with members of the Ormiston Academies Trust. This collaborative relationship is having a marked impact on raising standards.”

Ofsted, September 2017

Our Sponsor



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Ormiston Six Villages Academy



“[Achieving ‘Ofsted Good’] is a brilliant outcome for Ormiston Six Villages Academy. The staff and students have put in an incredible amount of hard work and I am delighted to see Ofsted recognising how far the Academy has come, as a result of the hard work and dedication. We look forward to continuing to work closely with the academy as it continues on its upward trajectory.”

**Nick Hudson, Interim Chief Executive
at Ormiston Academies Trust (OAT)**

Ormiston Academies Trust (OAT) is a not-for-profit academy trust, sponsoring primary and secondary academies since 2008.

Our vision is for all young people to have the highest academic, social and practical skills to allow them to lead a fulfilling life. We are determined to become the Trust that makes the biggest difference. OAT academies share the Ormiston Academies Trust ethos of ensuring every child reaches their full potential; being aspirational and committed to academic excellence and being supportive yet courageous in our approach. The principles that lead to our academies’ success are not complicated:

- **Courage** – addressing the challenge where it’s not being addressed.
- **Aspiration** – no ‘can’t’ or ‘won’t’. There’s no place for excuses when a child’s future is at stake.
- **Culture** – insistence on the highest standards of performance and behaviour, without exception. That goes for teachers and students.
- Great leadership and finding the best teachers.

OAT is part of **Ormiston Trust**, which was set up by the Murray family in the name of Fiona Ormiston Murray—a young woman with her whole life ahead of her. She and her new husband were tragically killed in a car crash on their honeymoon in 1969.

Ormiston’s programmes now support thousands of children, young people and their families all over the UK, helping to improve their life-chances so they can fulfil their potential and lead happy and productive adult lives.

Ormiston’s programme of opening new academies continues with further expansion planned in the south of England, making future career opportunities with the Trust in this area within reach.

For more information on all Ormiston Academies please visit www.ormistonacademiestrust.co.uk



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**Ormiston
Six Villages Academy**



“Pupils are encouraged to take on leadership opportunities, and this is a strong feature of the school. This develops their sense of responsibility as well as their interpersonal and leadership skills.”

Ofsted, September 2017

Our Student Leadership



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Ormiston Six Villages Academy



We would like to welcome you to Ormiston Six Villages Academy.

Throughout our journey from Year 7 to Year 11 at the Academy, we have witnessed our teachers constantly strive to allow every individual to achieve their very best through their strong relationships with students and how they support them in every lesson. We can truly say that we have valued the many opportunities the staff have given us to allow us to grow and develop and become the best that we can be.

Our Academy is small enough to ensure that every student is known personally by members of the staff; this helps to inspire an active community that welcomes people from all different cultures to work together and create new experiences for one another.

Student leadership opportunities are strongly encouraged and are important to both the students and the teachers. As students, we are given a platform to play an active part in decisions, giving ideas and opinions to make the academy better for the benefit of our whole community. We have a variety of roles, including Heads of Community, Student Leadership Team, Peace Ambassadors and Sports Leaders. As a result we feel we empowered to make valuable contributions to events and changes at the academy.

Our Academy has high expectations for all students—as students, we are proud to set high expectations of ourselves and each other, believing there is “Excellence in All” that can be achieved with the right drive from the students and support from the teachers.



Joseph Rickman
Head Boy



Lauren Bramley
Head Girl



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Ormiston Six Villages Academy



“There is a very strong ethos of everyone working together and driving forward in the same direction.”

Ofsted, September 2017

Stakeholder *Views*



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Ormiston
Six Villages Academy



Staff and parents work together to create opportunities...

"I didn't know what to expect when I first stepped into Six Villages but I have never regretted my decision to come here. It's a small school on a delightful site which is well laid out and has excellent facilities. The school has a real community feel where we are all in it together and we have purpose. I feel looked after and valued as a member of staff and was given development opportunities straight away. It's a great place to work."

Michael Newman, Head of MFL

"We are student-centred, without compromising our high expectations of conduct and academic endeavour."

Nicola Gavin, Raising Standards Leader/Director of Learning Year 11

"Since our daughter joined Ormiston Six Villages Academy nearly 3 years ago both my husband and I have seen her grow even further into the accomplished and dedicated student she is today. Without doubt the Academy has played a significant role in her achievements, she has found new interests and a continued passion for her chosen subjects. We were delighted to see that the Academy was rewarded for the hard work they continue to put in and the significant results they achieve by Ofsted. The support, enthusiasm and dedication from the Principal and all her staff is heartfelt and genuine; we consider ourselves very privileged to support what will surely soon be an outstanding Academy."

Mrs Jane Somner, Parent

"When choosing a secondary school I decided that my primary objectives were for my boys to be happy and cared for, that they were known to the staff as a person, not just a number or a statistic and that they would be nurtured and educated as a whole person and allowed to explore their creativity as well as their academic potential. Although my boys are very different, all of their needs, interests and personalities have been nurtured at Six Villages. They have enjoyed academic successes because of the aspiration, inspiration and high expectations afforded to them by a team of dedicated and hard working staff."

Mrs R Dack, Parent

"Many parents recognise and value the changes leaders have brought about and the effect this is having on improving outcomes for their children. As one parent said, 'I feel that we as parents are very much included as part of the school.'"

Ofsted, September 2017



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**Ormiston
Six Villages Academy**



“Pupils’ wider skills are very well developed through an exciting range of extra-curricular activities...”

Ofsted, September 2017

Our Community



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Ormiston Six Villages Academy



There is no impossible dream or limit on ambition...

Ormiston Six Villages Academy is located in Westergate, between Chichester and Arundel, at the foot of the South Downs National Park.

On entering the Academy, students become a member of one of three communities, Wiston, Petworth or Goodwood—named after 3 prominent Sussex estates, reflecting our local heritage and our setting at the foot of the South Downs.

The Academy serves the predominantly rural communities between Chichester to the west, Arundel to the east and Bognor Regis to the south. Many of our students come from the surrounding area known as the 'Six Villages' - Aldingbourne, Westergate, Eastergate, Barnham, Walberton and Yapton - in the district of Arun.

Together, the villages provide a range of shops and services, and good road links together with Barnham's mainline railway station ensure good connections to London and the major South Coast hubs of Worthing, Brighton, Portsmouth and Southampton. There are enviable leisure facilities within easy reach—such as the internationally-renowned Chichester Festival Theatre, the spectacular draw of the Goodwood Estate and its world-class motoring events such as the Festival of Speed and the Revival meeting, as well as its racecourse. The surrounding countryside of the South Downs National Park and plentiful beaches, harbours and marinas provide ample opportunity for outdoor pursuits.

There is good availability of quality housing both in Arun and its neighbouring district, Chichester.

More information about Arun and Chichester districts, their amenities, leisure facilities and housing can be found at:

www.arun.gov.uk

www.chichester.gov.uk

www.sussexbythesea.com

www.visitchichester.org

www.zoopla.co.uk



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