

Candidate Information Pack:

Headteacher

Warren Primary Academy



L.E.A.D. Academy Trust

Lead • Empower • Achieve • Drive



Warren Primary Academy

A L.E.A.D. Academy

Warren Primary Academy is an 'Outstanding' school situated to the north of Nottingham City with approximately 240 children on roll. We serve a supportive and loyal community and are proud to be part of the L.E.A.D. Academy Trust – recently named by Ofsted's Chief Inspector, Sir Michael Wilshaw as a 'high performer' and listed among the seven strongest performing multi-academy trusts in the HMCI October commentary report.

We believe that our pupils deserve the best life chances; we are committed to providing an excellent education that raises aspirations, elevates expectations and drives forward achievement. Our children are encouraged to be their best, develop their interests and talents and become caring, considerate members of the wider community. We are privileged to receive excellent support from parents for all areas of school life and have a highly skilled, dedicated team of teaching and support staff working together to deliver success.

Following the recent expansion of L.E.A.D. and in line with an ambitious strategic vision, this is an outstanding opportunity to join our pioneering Academy Trust. We are looking to appoint a dynamic and inspirational Headteacher with senior leadership experience to drive forward Warren Primary Academy onto the next stage of its journey.



L.E.A.D. Academy Trust

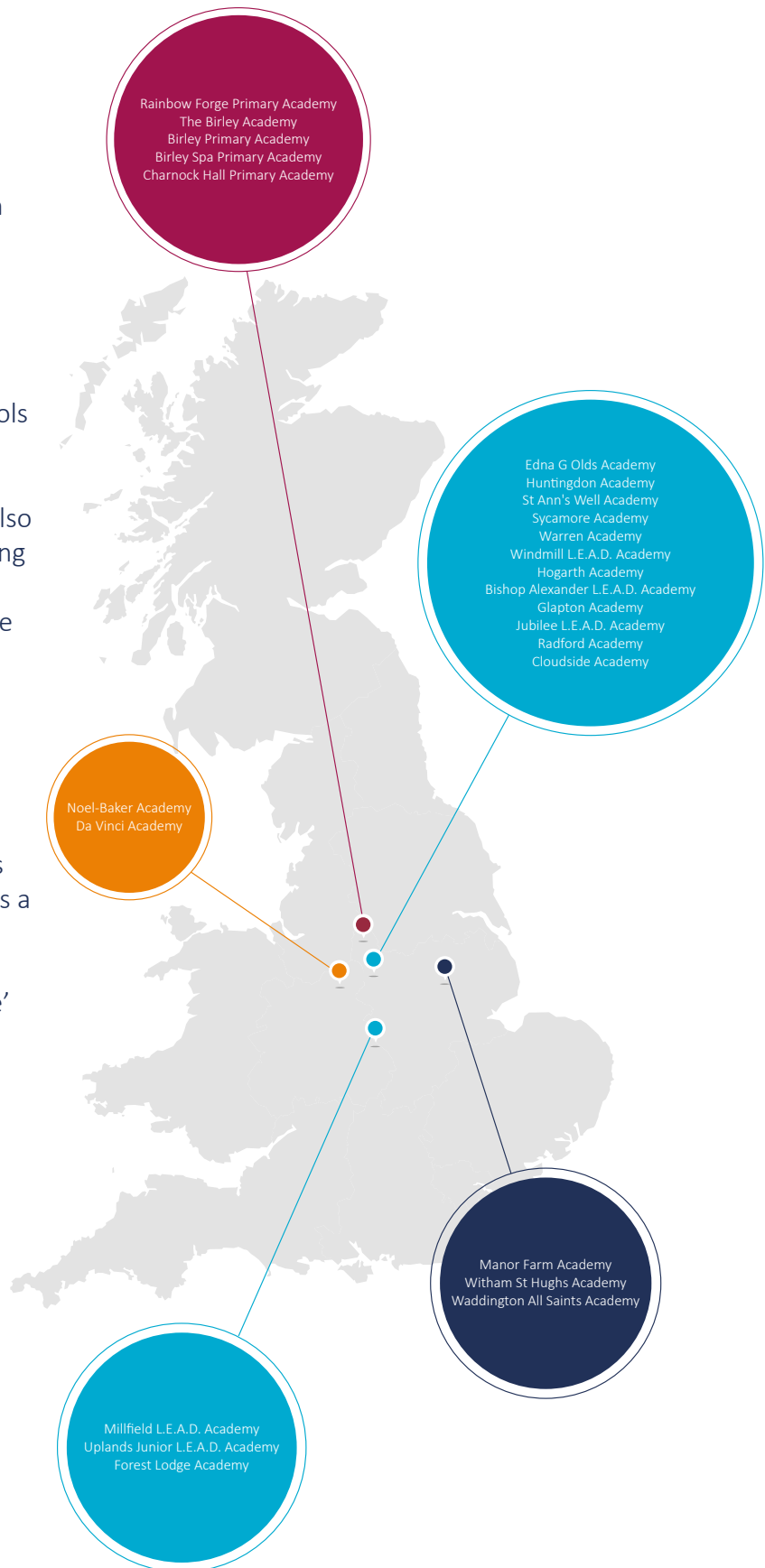
L.E.A.D. Academy Trust comprises of twenty five academies across Nottingham, Leicester, Derby, Lincoln and Sheffield. Our philosophy is to; lead, empower, achieve and drive.

At the heart of our Trust is the development of outstanding leaders. We empower individuals in our schools to provide the highest quality education, enabling every pupil to realise their full potential. We have also been recognised by Ofsted as a leading academy sponsor, securing rapid and sustainable improvement through the research and application of best practice across operational areas.

The combination of autonomy and collaboration across key areas of leadership and management underpinned by shared vision, values and best practice positions L.E.A.D. as a truly unique Academy Trust.

To view our 'L.E.A.D. Family Brochure' please visit:
www.leadacademytrust.co.uk

To see the wonderful achievements, proud moments and diverse events happening across our Trust please follow our twitter account:
@LEADAcadTrust





Our Leaders

One of the core priorities for the L.E.A.D. Academy Trust is the development of outstanding school leaders. We are dedicated to providing an organisation which will:

- develop inspirational school leaders for the future through high quality recruitment, professional development and coaching;
- invest in joint training, peer coaching, sharing good practice and professional dialogue in a climate of trust;
- continually improve, exploring new ways of working, alternative curriculums and innovation;
- strategically plan to produce the next generation of high quality school leaders.

The L.E.A.D. Teaching School Alliance

The L.E.A.D. Teaching School Alliance is a dynamic, cross-phase collaboration of schools committed to harnessing, nurturing and sharing the specific skills and attributes required to teach and lead in areas with diverse pupil populations. Everything we do in our schools is about providing children with an outstanding, broad and balanced education.

Our innovative Initial Teaching Training (ITT) route aims to increase the number of quality teachers in our schools. In addition, we offer a range of high quality Continuing Professional Development (CPD) for staff at all levels and tailored school-to-school support. We are keen to nurture and grow staff across our alliance and offer a range of opportunities to develop the leaders of tomorrow. By working in partnership with The University of Nottingham and other regional Universities, we are also creating a research culture within our alliance that will impact positively on teaching, learning and the achievement of young people.





Our Support

We provide a range of high quality, professional services to schools in nine core areas:

Financial Management

Project Management

Procurement

ICT Management

Human Resources

Leadership Development

Legal Support

Governor Support

Education





Job Description

Strategic Purpose

- To provide inspirational, creative and professional leadership and management for the academy.
- To establish high quality systems and policies in all areas of the academy's work.
- To establish high quality education through effective leadership of teaching and learning.
- To establish a culture that promotes excellence, equality and high expectations of all pupils.
- To ensure that strategic planning is informed by rigorous self-evaluation and that it continuously improves learning and pastoral outcomes.
- To establish and develop genuine partnerships to support the work of the academy and Trust.
- To ensure that the academy provides a safe and happy environment that promotes the welfare of children.
- To ensure all safeguarding and child protection policies are adhered to.

Core responsibilities

Strategic direction and development of the school

- Provide inspiring, creative and purposeful leadership for the staff and pupils/students.
- To work in partnership with the Trust, the governing body, staff and parents, generating the ethos and values which will underpin the academy.
- To co-create and implement a Development Plan which will secure continuous academy improvement and support the principles of LEAD Trust
- To monitor and evaluate the performance of the academy and respond and report to the governing body and the Trust as required.
- To ensure that management, finances, resources and administration of the academy supports its vision and aims and maximises value for all pupils/students.
- To ensure that policies and practices take account of national, local and academy requirements and apply sound educational practice through evidence based pedagogy.
- To regularly monitor, evaluate and review the impact of policies, priorities and targets and take action if necessary.



- To inspire all those involved in the academy to commit to its aims, stay motivated to achieve them and involved in meeting long, medium and short term objectives to secure the educational success of the academy.
- Develop an outward facing academy to collaborate with other academies in the Trust, parents, the wider community and partners to champion best practice and enhance the education and safeguarding of pupils/students

Teaching and learning

- Continue to maintain an environment that promotes and secures outstanding teaching, effective learning and high standards of achievement, behaviour and attendance.
- Determine, organise, implement and monitor the curriculum and its assessment and ensure that statutory requirements are met.
- Ensure that pupils/students develop study skills in order to learn more effectively and with increasing independence.
- Determine, organise and implement a policy for the personal, social and moral development of pupils/students.
- Monitor and evaluate the quality of teaching and learning and achievement of all pupils/students through appropriate methods.
- Determine and implement policies which ensure inclusion, diversity and equality of access.

Leading and managing staff

- Plan, allocate, support and evaluate work undertaken by groups, teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities in a manner consistent with conditions of employment.
- Implement and sustain effective systems for the management of staff performance, incorporating performance management and target setting.
- Promote and monitor the continuing professional development of all staff.
- Hold staff to account for their professional conduct and practice, as specified in the Terms and Conditions of Service of teachers.
- Ensure that a Deputy Headteacher or suitable person, assumes responsibility for the discharge of the Headteacher's function at any time when absent.



Efficient and effective deployment of staff and resources

- Work with governors and senior colleagues to recruit, retain, deploy and develop staff of the highest quality.
- Make arrangements for the security and effective supervision of the academy buildings, their contents and the grounds.
- Set appropriate priorities for expenditure, allocation of funds and effective administration and control.
- Manage and organise the accommodation efficiently and effectively to ensure it meets the needs of the curriculum, health and safety regulations and community use.
- Manage, monitor and review the range, quality and use of all available resources in order to improve the quality of education, improve pupils' achievements, ensure efficiency and secure value for money.

Accountability

- Continue to develop an organisation in which all the staff recognise that they are accountable for the success of the academy.
- Present a coherent and accurate account of the school's performance in a form appropriate to the range of audiences, including governors, the Trust, parents, OFSTED and others to enable them to play their part effectively.
- Ensure that parents/carers and pupils/students are well informed about the curriculum, attainment and progress and about the contribution they can make in supporting their child's learning.
- Provide information, objective advice and support to the Governing Body to enable it to meet its responsibilities for securing effective teaching and learning and improved standards of achievement, and for achieving efficiency and value for money.
- Carry out any such duties as may be reasonably required by the Governing Body.



Person Specification

Qualifications and experience

- Qualified teacher with QTS
- Experience of senior school leadership within the primary/secondary phase
- Has undertaken recent and relevant further professional development

Domain One: qualities and knowledge

- Promotes a strong culture of collaborative working where every member of staff is valued as an essential member of the team and can fulfil their potential.
- Communicates compellingly the school's pupil/student centred vision and drives strategic leadership, empowering all pupils/students and staff to excel.
- Sustains wide current knowledge and understanding of national and local education and school systems within a clear set of principles focused on the school/academy's vision, values and moral purpose.
- Demonstrates optimistic personal behaviour, positive relationships and attitudes towards all members of their school community.
- Leads by example - with integrity, creativity, resilience, and clarity - drawing on their own scholarship, expertise and skills, and that of those around them.

Domain Two: pupils and staff

- Develops in pupils/students a love of learning and a sense of inner confidence and self-belief that enables them to achieve high standards, overcoming disadvantage and advancing equality.
- Promotes an environment that values the success and sense of wellbeing of each pupil/student, focused on safeguarding and developing their spiritual, moral, social and cultural development and exemplary behaviour.
- Secures excellent teaching through an understanding of how pupils learn and of the core features of successful classroom practice and curriculum design.
- Establishes an educational culture of 'open classrooms' as a basis for sharing best practice within and between academies/schools, drawing on and conducting relevant research and robust data analysis.
- Creates an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other through performance management processes.



- Identifies emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning.
- Holds all staff to account for their professional conduct and practice.

Domain Three: systems and process

- Delegates leadership throughout the organisation, including governors, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account for their decisions.
- Demonstrates an understanding of the statutory, financial and budgetary processes required in the management of a school/academy, including Best Value measures.
- Would be able to build upon current academy improvement plans.

Domain Four: the self-improving school system

- Maintains an outward-facing school/academy which works well with other schools and organisations.
- Seeks opportunities to invite parents, carers, community figures, businesses and other organisations into school/academy to enhance learning.
- Led entrepreneurial and innovative approaches to school improvement, leadership and governance, confident of the vital contribution of internal and external accountability.

Personal qualities

- Passionate about education
- Approachable, enthusiastic and creative
- Leads by example, demonstrating integrity, resilience and clarity
- Committed to the L.E.A.D. principles.



How to Apply

Please send a completed application form and covering letter, with a supporting CV if you wish, to:

Kristina.lloyd-fisher@leadacademytrust.co.uk

Closing date for applications is:

09:00 Monday 26 March

Scheduled opportunities to visit Warren Primary Academy are:

- **Wednesday 14 March**
- **Monday 19 March (08:30-12:00)**
- **Wednesday 21 March**

To arrange, please contact Kristina Lloyd-Fisher, HR Business Partner:

Kristina.lloyd-fisher@leadacademytrust.co.uk

Interviews:

Applicants will be contacted week commencing **by Thursday 29 March** with the outcome of their application.

It is planned the selection process will take place in Nottingham on **Monday 16 April & Tuesday 17 April**

Please ensure you are available on these dates.

Salary: £58,389 - £64,417 (L17 – L21)

Location: Warren Primary Academy, Nottingham

Contract Type: Full Time

Contract Term: Permanent



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