



# SPENCER

ACADEMIES TRUST

GEORGE SPENCER ACADEMY

PRINCIPAL

RECRUITMENT PACK





## Contents

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Message from Chief Executive .....	3
Trust Academies: .....	4
Aims of the Trust.....	5
About George Spencer Academy .....	7
Life in the Surrounding Areas.....	8
How to Apply .....	9
Job Description .....	10
Person Specification .....	14
Terms and Conditions .....	17



## George Spencer Academy – Principal

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Thank you for your interest in this role within Spencer Academies Trust (SAT). George Spencer Academy was one of the first Academy converters in 2010 and formed the Spencer Academies Trust in 2012 with two local primary schools. This is a very exciting time for our Trust as we are entering a new phase of growth; building on our successful and proven track record for school improvement; as well as continually sustaining and improving outcomes for children and young people across our Academies. George Spencer Academy has a national reputation and along with all of our Academies takes an active part in ensuring we achieve our vision and mission

The role offers an exciting opportunity for a proven leader to use their skills, knowledge, and experience to lead, develop and inspire the work of the Trust both at strategic and operational levels. Our Principals lead and shape their school with the support of the Trust Executive Leadership Team.

We are driven by the values and principles of working in collaboration and together we share high expectations across all areas of our work. Unashamedly, we maintain a hard-edged focus on results and outcomes but balanced with the optimal development of the whole child, so we really can deliver the best start for all our children and young people in a culture of no excuses: we believe everyone can achieve.

Due to the retirement of the current Principal we are now seeking to appoint an inspirational leader to take George Spencer Academy to the next level. This is a unique opportunity to build on the excellence already in place, and manage change, when and where required.

Employees within our Trust belong to a strong community of collaboration and benefit from a wide range of networks, support and development opportunities. Those we recruit will need to demonstrate that they share our values, are highly motivated to work with all our stakeholders and colleagues, and continually develop their skills, in pursuit of personal and professional excellence.

If you feel you can meet the challenge and be part of a successful and dynamic Trust, then we would be delighted to receive your application.

**Paul West**, *Chief Executive*

The Trust currently comprises the following Academies:

School	Phase	Date joined the Trust	Current Ofsted Grade
George Spencer Academy	Secondary	1 September 2010	Outstanding, May 2015
Chetwynd Primary Academy	Primary	1 April 2012	Good, July 2018
Wyndham Primary Academy	Primary	1 September 2012	Outstanding, May 2014
Fairfield Primary Academy	Primary	1 September 2013	Good, July 2016
Portland Spencer Academy	Primary	1 February 2014	Good with Outstanding for Leadership and Management and Personal Development, Behaviour and welfare, January 2017
Glenbrook Primary School	Primary	1 April 2014	Good, February 2017
Sunnyside Spencer Academy	Primary	1 May 2014	Good with Outstanding for Leadership and Management, July 2017
Heanor Gate Science College	Secondary	1 September 2014	Good, March 2017
Long Field Academy	Secondary	1 April 2015	Good, February 2018
Inkersall Primary Academy	Secondary	1 September 2015	Requires Improvement with Good for Leadership and Management and Early Years provision, May 2018
Derby Moor Community Academy	Secondary	1 January 2018	Good, December 2017,
John Port Spencer Academy	Secondary	1 February 2018	No inspection since conversion
Rushcliffe Academy	Secondary	1 October 2018	Outstanding, February 2014
Arnold Hill Academy	Secondary	1 October 2018	Requires Improvement ,December 2017
Farnborough Academy	Secondary	1 October 2018	Inadequate, September 2017
Hilton Primary	Primary	1 October 2018	Good, July 2014
Ashwood Spencer Academy	Primary	1 November 2018	Requires Improvement , September 2017
Mease Spencer Academy	Primary	Opening September 2019	
Chellaston Fields Spencer Academy	Primary	Opening September 2019	





## Aims of the Trust

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To improve the life chances of children and young people by raising aspiration and fulfilling potential, challenging and supporting all the schools within the Trust on their journey to and beyond outstanding and to achieve this by developing world-class system leaders.

### **Mission**

Our Mission is to provide high quality education and deliver the best possible outcomes for children and young people, with an ethos based on our unshakeable ambition to be a high performing academy sponsor of outstanding schools. We strive to be a highly effective organisation, which values and promotes high aspiration, working in partnership and shared responsibilities. We regard all of our stakeholders, students, parents and staff as one team.

### **Vision**

The Spencer Academies Trust is an exceptional Trust, which provides an outstanding education for local children. Our Trust is a model of national excellence. We work collaboratively to achieve the best possible outcomes for all young people, in an environment where partnership is valued and success is celebrated. Our education delivers real life experiences for students, promotes independent enquiry and stimulates intellectual curiosity; whilst developing a strong sense of individual responsibility and a personal belief and confidence. All of our students fulfil their potential and make unparalleled progress. They are fully prepared for the next phase of their education and have unrivalled opportunities to become future leaders.

### **We Believe:**

- All children have a right to a quality education regardless of background or ability, and have an entitlement to the opportunity of a secure progression route in their learning and development.
- Schools are stronger when they work in collaboration with each other, operate within a 'family' and are open to a true sense of partnership.
- We grow the effectiveness and sustainability of our schools by developing the people within them, and that through shared and equitable responsibility for quality and outcomes; we achieve more.

### **Our Trust Behaviours**

- Straight talking and sincere
- Love to deliver
- Obsessive about detail
- Strive to do it differently
- Share responsibility, celebrate success together

### **Our Leadership Behaviours**

- Leadership by example
- Passion for people
- Coaching not critiquing
- Understand your impact
- Having humility

### **Capacity for Improvement**

- Established and experienced Academy Improvement Team, Educational & Business Support.
- 3 existing NLEs and 2 LLEs, with a pipeline of additional LLEs imminent
- SLEs with expertise in curriculum development, vulnerable groups, behaviour, T&L, SEN, Pupil Premium, EYFS, Primary, Secondary, Post 16.
- TSA - One of the first 100 National Teaching Schools.
- Licensee Holder for Leadership Development Training for all NPQs including the new NPQ for Executive Leader, which few TSAs have achieved.
- SCITT - Nationally ranked 2nd for Primary and 10th for Secondary – Teacher Training in 2015.
- One of only 23 Regional Maths Hubs in the country, and held up as a national model of excellence in this.
- Research School status to drive up standards across the Derby Opportunity area, drawing down expertise from the wider EEF backed Research School network.
- George Spencer Academy is a link and partner school for the Institute of Physics and a lead school in the network of excellence in computer science teaching.
- Practicing primary and secondary Ofsted inspector expertise within Trust.
- Regional East Midlands Teaching Schools Alliance (EMTSA) Strong links to HEIs at all levels, including in the SCITT and Maths Hub. „ National networks eg Whole Education and Research Schools Network.
- A well-established 'Leadership Pathways' talent management programme for emerging leaders – we had 54 participants 2017-18.
- In primary: Trust-wide Associate Leaders deployed as required and Academy Angels/Rapid Improvement Team.
- In secondary: Trust-wide Subject Directors in English, Maths, Science, EBacc.



## About George Spencer Academy

George Spencer Academy is based in Stapleford, Nottingham and is over-subscribed with approximately 1500 students aged 11-18, with the possibility of further expansion. We have a national reputation for providing high quality education for students of all abilities, which has been consistently recognised in Ofsted inspections, most recently being rated outstanding in 2010 and again in 2015. George Spencer's outcomes have long been amongst the best in the county, with a Progress 8 of +0.36 in 2017 and +0.34 in 2018.

George Spencer Academy was one of the first Academy converters in 2010 and formed the Spencer Academies Trust in 2012 with two local primary schools. The academy has enjoyed a long history of self-determinism and autonomy, becoming one of the first schools to leave the local authority in 1993. This background informs George Spencer's unique culture and ethos, and the academy continually strives to place itself at the forefront of educational innovation and change. George Spencer were one of the first Teaching schools in the country, run a nationally top ten-rated SCITT, are the lead school for the East Midlands West Maths Hub and a designated World Class School. Consequently, George Spencer staff enjoy rich professional development opportunities, and we are proud to see our teachers develop into subject experts and the leaders of the future, both in George Spencer and across The Spencer Academies Trust.

This is a very exciting time for the school and the Spencer Academies Trust as we enter a new phase of growth; building on our successful and proven track record for school improvement; as well as continually sustaining and improving outcomes for children and young people. The academy has stable foundations – it has had only five principals in its fifty-eight year history. The next Principal has an unrivalled chance to place their own stamp on George Spencer and build a vision for a new chapter in its journey of success. The HS2 development in Toton means the students of tomorrow will be more connected to the best of opportunities from around the world than ever before – London will be less than an hour away from 2033. George Spencer Academy will need to ensure its students are equipped to compete with the best of the rest of the world. We want a Principal who is inspired to make that a reality for those young people.

The successful applicant will enjoy the full support of me, our trust, the academy's staff and governors and our retiring current Principal, Andrew Field.

We look forward to hearing from you. **Fraser Mitchell**, *Secondary Director of Education*

## Life in the Surrounding Areas

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**Derbyshire** is renowned for being a diverse county with town and city nestled in breath-taking countryside with industry and leisure working hand in hand. The county's premier city is Derby, which although steeped in history, is one of Britain's youngest cities, being awarded its Charter by Her Majesty the Queen in 1977. Derby has many unique characteristics with a rich mixture of arts, tourism and cultural venues and a pedestrianised city centre. The Arboretum in Derby was Britain's first public park; it was opened in 1840 at a time when industrialisation and population increased the demand for public spaces. Elvaston Castle Country Park, opened over 100 years later in 1970, was also the first of its kind. Derbyshire can also claim the first national park to be set up in Britain - the Peak National Park which lies at the southern end of the Pennines, between Sheffield and Manchester, its boundaries also spread into several other counties. The park covers over 500 square miles, three quarters of which lie within Derbyshire itself. Heading out of the city there is a choice of bustling market towns such as Ashbourne, Bakewell and Chesterfield; and many picturesque villages nestled in unspoilt countryside such as Buxton. Situated in the heart of the Peak District, this beautiful Georgian Spa town boasts the highest market place in the country. For further information, please visit: [www.visitderbyshire.co.uk](http://www.visitderbyshire.co.uk)

**Leicestershire** is a landlocked county within the English Midlands. It takes its name from the City of Leicester, traditionally its administrative centre, although the City of Leicester unitary authority is today administered separately from the rest of Leicestershire. Leicester and Leicestershire is a destination packed with things to see and do ... whatever the weather. Leicestershire cannot fail to inspire you. From great family attractions to top class restaurants, there's plenty to discover. You might prefer to visit a museum or gallery, or hire a boat on the Grand Union Canal or travel back in time on a steam train at the Great Central Railway. You could enjoy a local festival, or explore a Leicestershire stately home. Experience contemporary, inspirational shopping in Leicester or browse the markets in our market towns, and once you're all shopped out, why not relax in a stylish city bar or restaurant. Alternatively, take life at a more leisurely pace and relax with friends over a pub lunch, or jump on a bike and explore the countryside. For further information, please visit: [www.goleicestershire.co.uk](http://www.goleicestershire.co.uk)

**Nottinghamshire.** If you want to escape the busy city lifestyle and get away from the stress of everyday life, then within a few short miles of Nottingham you can admire hidden spots of scenic beauty, search out local tastes and delights and spot inspiring English wildlife and there are some spectacular sites awaiting you. Head out of the city centre, around 20 miles, and you will find Sherwood Forest – internationally linked to the county's legend of Robin Hood. The Forest extends over 450 acres, and with more than 1000 veteran oaks producing a strong, woody aroma that mingles with the delicious scent of the countless number of trees. In north Nottinghamshire, The Dukeries is a prestigious area surrounding some of the county's finest former Ducal estates and countryside. There is so much to explore and enjoy: Welbeck Abbey, Thoresby Hall, Clumber House, and Workshop Manor are amazing historic stately homes all housed in the Dukeries region and are all steeped in history. Nottinghamshire also boasts numerous country parks including and picturesque nature reserves. Wollaton Park (pictured), Rufford Abbey Country Park and Attenborough Nature Reserve are amongst the many that provide a spectacular outdoors experience throughout all the seasons. For further information, please visit: [www.experiencenottinghamshire.com](http://www.experiencenottinghamshire.com)





## How to Apply

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Thank you for your interest in this exciting opportunity to lead one of our Academies

For more information please refer to our website at [principal.satrust.com](http://principal.satrust.com)

To apply, please complete the on-line application form available at <http://satrust.com/vacancies>

making sure you clearly evidence your achievements against the person specification. Please also provide a covering letter and current CV. The CV is uploaded at the beginning of the online application process and the covering letter can be uploaded once the application has been submitted before you close the browser.

For us to adhere to safer recruitment guidelines and best practice, please ensure your completed application form:

- (i) accounts for any gaps in employment, and
- (ii) provides detail of all your employment by month as well as year.

Please also include the names, addresses, phone numbers and email contact details of two professional referees who must be your current and previous employers.

For more information please contact Laura McGunigle at Satis Education Limited on 07931 364683 or [laura@satiseducation.co.uk](mailto:laura@satiseducation.co.uk). If you would like to discuss the role with Fraser Mitchell, SAT Director of Secondary Education, or arrange a visit to the Academy please contact Sue Richmond, Trust Recruitment Manager by email [srichmond@satrust.com](mailto:srichmond@satrust.com)

**Application closing date 8.00 a.m. Friday 30 November 2018**

**Interviews will be held week commencing 3 December 2018**

All applications will be acknowledged

Spencer Academies Trust is an equal opportunities employer.

Spencer Academies Trust is committed to safeguarding and promoting the safety and wellbeing of children and young people. This post will be subject to all relevant pre-employment checks including enhanced DBS with children barred list and completion of Level 2 safeguarding training.

## Job Description

Establishment:	George Spencer Academy
Post Title:	Principal
Grade/Pay Range:	Leadership plus benefits including private health care
Hours/weeks:	Full Time
Reporting to:	SAT Chief Executive and Director of Secondary Education
Department/Team:	

### Overall Purpose of Post

With a belief there can be no ceiling on student achievement and a passion for equality, the Principal brings strategic direction and professional credibility to George Spencer Academy.

The Principal is accountable to the Chief Executive and Secondary Director of Education for ensuring that the Academy improves the life chances of children and young people by raising aspiration and fulfilling potential.

The Principal will provide professional leadership and management of their individual Academy and must establish a culture that promotes excellence, equality and high expectations of all pupils, whilst contributing to the success of all pupils within the Spencer Academies Trust.

### Main Duties and Responsibilities

- Provide inspirational and effective leadership and management of the Academy, ensuring pupils make outstanding academic and personal progress.
- Effective implementation and embedding of the SAT values and principles of working in collaboration and upholding the SAT mission, vision and beliefs.
- Provide leadership across all aspects of the Academy including
- professional leadership, management and control
- Create a culture of constant improvement and being an inspirational leader, committed to the highest achievement for all in all areas of Academy work
- The Principal will have line management responsibilities for the Senior Leadership Team in the Academy.

### Strategic leadership

- Hold and articulate clear values and moral purpose, focused on providing an outstanding education for the pupils of the Academy;
- Ensure the Academy achieves its performance targets and lead the academy within
- the Trust's agreed objectives and operational plans, which will drive forward and sustain academy improvement;
- Demonstrate the vision and values of SAT in everyday work and practice.
- Challenge, motivate and empower others to

- ensure the academy provides a high quality education and delivers the best possible outcomes for children and young people,
- Promote the Academy, and the Trust and develop effective and productive relationships with a wide range of stakeholders;
- Secure the commitment of parents and the wider community to the vision and direction of the Academy and the Trust;
- Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursues continuous professional and personal development

### **Teaching and Learning**

- Provide a model of outstanding practice to all staff in teaching and academy leadership
- Demand ambitious standards for all pupils, overcoming disadvantage and advancing equality and equity, instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes;
- Secure excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities which promote pupils' wellbeing and achievement
- Establish a positive culture of challenge, support and high expectations and a culture for sharing best practice within the Academy, drawing on and conducting relevant research and forensic data analysis;
- Through robust and effective monitoring and evaluation, identify and act on areas of improvement in relation to the curriculum and assessment

### **Employee Support and Development**

- Create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other;
- Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning;
- Hold all staff to account for their professional conduct and practice
- Build a collaborative learning culture within the academy and actively engage with other academies within the Trust to build effective learning communities;

### **Systems and Processes**

- Ensure that systems, organisation and processes are well considered, efficient and fit for purpose, upholding the principles of transparency, integrity and probity;
- Provide a safe, calm and well-ordered environment for all pupils and staff, focused on safeguarding pupils and developing their exemplary behaviour in the Academy and in the wider society;
- Ensure the Academy systems and measures for managing the performance of staff are implemented robustly in the phase, addressing any under-performance, supporting staff to improve and valuing excellent practice;
- Manage the Academy's financial and human resources effectively and efficiently to achieve the Academy's educational goals and priorities

- Work with the SLT and Trust to recruit and retain staff of the highest quality, in line with trust policy and safer recruitment procedures

### **The Self-improving School System**

- Work with other schools/academies and organisations (both within and beyond SAT), in a climate of mutual challenge, to champion best practice and secure excellent achievements for all pupils;
- Develop effective relationships with fellow professionals and colleagues in other setting and other public services to improve academic and social outcomes for all pupils;
- Challenge educational orthodoxies in the best interests of achieving excellence, harnessing the findings of well evidenced research to frame self-regulating and self-improving schools;
- Shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff;
- Model entrepreneurial and innovative approaches to school improvement and leadership, confident of the vital contribution of internal and external accountability;
- Inspire and influence others, within and beyond schools, to believe in the fundamental importance of education in young people's lives and to promote the value of education

### **Safeguarding children and Safer Recruitment**

- Ensure safeguarding and promoting the welfare of children and young people and to follow all associated child protection and safeguarding policies as adopted by SAT
- Ensure that all policies and procedures adopted by the Trust are fully implemented and followed by all staff;
- Ensure that sufficient resources and time are allocated to enable the designated safeguarding lead and other staff to discharge their responsibilities

### **General**

- Work in a professional manner and with integrity and maintain confidentiality of records and information.
- Maintain up to date knowledge in line with national changes and legislation as appropriate to the role.
- Be aware of and comply with all Trust policies including in particular Health and Safety and Safeguarding.
- Participate in the Trust Appraisal process and undertake professional development as required.
- Adhere to all internal and external deadlines.
- Contribute to the overall aims and ethos of the Spencer Academies Trust and establish constructive relationships with nominated Academies and other agencies as appropriate to the role.



These above mentioned duties are neither exclusive nor exhaustive, the post- holder maybe required to carry out other duties as required by the Trust.

The Spencer Academies Trust is committed to safeguarding and promoting the welfare of all our students and expects all employees and volunteers to share this commitment.

All posts are subject to enhanced DBS checks and completion of Level 2 safeguarding training.

Name of Postholder:	
Signature:	
Date:	

## Person Specification

	Essential	Desirable
<b>Qualifications and Experience</b>		
Qualified Teacher status	•	
Honours Graduate or equivalent	•	
Further relevant professional/academic study or development	•	
NPQH or NLE qualification or willingness to achieve	•	
Substantial successful recent senior leadership experience	•	
Experience as a current Principal/Headteacher		•
Experience across the secondary age range including thorough knowledge of the National Curriculum	•	
Experience of coaching and performance management which has led to improvement	•	
Proven track record in leading and managing successful teams	•	
Experience of having led, or made a significant contribution to, the success of an Academy, through its leadership, pupil outcomes and ethos	•	
Experience of and analysing and monitoring standards and developing a relevant, effective curriculum	•	
Experience of managing organisational change		•
Involvement in successful collaborative partnerships that have led to improved outcomes.	•	

	Essential	Desirable
<b>Knowledge and Skills</b>		
Outstanding classroom practitioner	•	
Up to date knowledge including pedagogy and research findings.	•	
Understanding and commitment to safeguarding and promoting the welfare of children	•	
Knowledge of current and emerging priorities for the secondary phase	•	

Experience of prioritising effective allocation of the school finance streams		•
Ability to generate and share a vision	•	
Ability to develop and maintain appropriate relationships and establish effective stakeholder partnerships within and beyond the Academy, and cross phase.	•	
Excellent interpersonal and presentation skills across the spectrum of stakeholders.	•	
Ability to manage and prioritise workload and, where appropriate, delegate to others.	•	
Ability to use data and a range of sources of evidence to make judgements and identify priorities.	•	
Ability to undertake robust and accurate school self-evaluation, using the outcomes to plan effectively for improvement	•	
Excellent influencing skills and the ability to engage others in new ideas	•	
Able to inspire, challenge and motivate others through a range of leadership styles	•	
Has excellent organisational skills and is able to reprioritise workload.	•	
Able to work under pressure	•	
Ability to manage information for a range of purposes including internal and external to the Trust	•	

	Essential	Desirable
<b>Personal Qualities</b>		
Self-aware – knows strengths and preferences and can relate to different personality types well.	•	
An inclusive mindset	•	
Self-motivated	•	
Willingness to learn	•	
Ability to work flexibly within a team and lead by example.	•	
Uncompromisingly ambitious for students and their life chances.	•	
Creativity	•	
Personal integrity	•	

Resilience	•	
Excellent communicator - both written and oral	•	
Recognition of the importance of personal responsibility for health and safety	•	
Commitment to the Trust's ethos, aims and whole community.	•	





## Terms and Conditions

Term	Permanent
Salary	Competitive
Pension	Teachers Pension Scheme
Hours	Full Time
Office Accommodation	The registered place of work will be: George Spencer Academy, Arthur Mee Road, Stapleford, Nottingham, NG9 7EW.
Right to work	The successful applicant will need to provide proof of the right to work in the UK before taking up the post.
Safeguarding	The successful applicant will need to complete level 2 safeguarding training (online) prior to taking up the post.