



GREENWOOD
ACADEMIES TRUST

Skegness Academy

Deputy Principal - Candidate Brochure





GREENWOOD **ACADEMIES TRUST**

Chief Executive: Wayne Norrie

Chair of Trustees: Mike Hamlin

Executive Assistant: Nikki Cameron-Williams

Dear Applicant,

Thank you for taking the time to enquire about working at the Skegness Academy. We are at a very exciting stage in our development as we build a new leadership team that will ensure rapid progress and improvement. We are keen to find the right people to help us lead our staff into a new era of growth and success.

At the Skegness Academy we strive to create a positive learning culture and have high expectations of our pupils. We are determined to provide a good quality, enriching learning experience which is academically rigorous and develops citizens we can be proud of.

We have a successful Sixth Form, and an improving Key Stage 3 and 4. We set high standards of behaviour for our pupils which they increasingly meet and exceed. We expect them to be punctual, smart, thoughtful and ready to learn. Our three rules are "Ready, Respectful and Safe". We embrace pupils' individuality and enhance their awareness of their role within the wider community.

I look forward to hearing from you if you believe you can bring your skill, knowledge and experience to our team and help us to ensure our pupils are considerate, successful and happy young adults.

Best regards



Jo Edwards

Lead Principal



Our Sponsor

The Skegness Academy is part of the Greenwood Academies Trust (GAT). Information about the Trust can be found on-line at www.greenwoodacademies.org

The Greenwood Academies Trust is a not-for-profit educational organisation. It specialises in working with schools in challenging circumstances and has a track record of delivering significant improvement in these schools. The Trust offers high levels of educational expertise and we seek to deliver long lasting and productive relationships with the communities we serve.

The Greenwood Academies Trust is the sponsor of 32 academies at present, located across seven Local Authorities. They represent a wide range of educational phases for pupils aged from 3 to 18 years and educate over 16,000 pupils.

They are the:

- Beacon Primary Academy, 4-11
- Bishop Creighton Academy, 4-11
- Corby Primary Academy, 4-11
- City of Peterborough Academy, 11-19
- City of Peterborough Academy Special School, 4-18
- Danesholme Infant Academy, 3-7
- Danesholme Junior Academy, 7-11
- Dogsthorpe Academy, 7-11
- Green Oaks Primary Academy, 3-11
- Hazel Leys Academy, 3-11
- Houghton Regis Academy, 9-14
- Ingoldmells Academy, 4-11
- Kingswood Primary Academy, 3-11
- Kingswood Secondary Academy, 11-18
- Mansfield Primary Academy, 3-11
- Mablethorpe Primary Academy, 3-11
- Nethergate Academy, 4-18
- Newark Hill Academy, 4-11
- Nottingham Academy, 3-18
- Nottingham Girls' Academy, 11-18
- Purple Oaks Academy, 3-18
- Queensmead Primary Academy, 3-11
- Rushden Primary Academy, 4-11
- Skegby Junior Academy, 3-11
- Skegness Academy, 11-18
- Skegness Infant Academy, 3-7
- Skegness Junior Academy, 7-11
- Stanground Academy, 11-18
- Sunnyside Primary Academy, 4-11
- Welland Academy, 4-11
- Weston Favell Academy, 11-18
- Woodvale Primary Academy, 3-11



Wayne Norrie
Chief Executive Officer

The Greenwood Academies Trust's mission is to enable every child within our academies to be the best they can be.

To deliver the mission, the Trust has agreed the following four strategic priorities:

- **Outcomes and Provision:** For increasingly higher proportions of pupils to leave our academies well prepared for the next steps in their education across the whole of the Trust.
- **Developing Children and Young People:** A wide range of experiences and enrichment which enhances their wider personal and cultural development to allow them to compete in the future.
- **Leadership and Management** To ensure our structures, staffing, policies and procedures are accurate, efficient and understood by all parties. To ensure that these systems allow schools to be supported and to ensure the Trust Board and Executive Team are well informed of academy performance.
- **Developing the Workforce:** To identify and develop future leaders, retain the highest calibre individuals and make working as a leader within the Trust as attractive as possible.

Welcome

ABOUT SKEGNESS ACADEMY

The Skegness Academy opened on 1 September 2010, replacing the predecessor St Clements College. It provides 11-19 education for up to 1190 pupils, including 340 post-16.

The Academy occupies a large site with extensive sports facilities and green space. We have just completed a £19m capital building programme, providing new and refurbished buildings to give pupils and staff a high quality learning environment. This includes a brand new Year 7 base to support pupils on the transition from primary to secondary school with a specialist team of staff leading on this area of the Academy.

At the Skegness Academy we have high expectations of all our pupils and believe in rigorous and consistent enforcement of traditional basic standards of uniform, presentation and respect. This, in turn, ensures we create a positive climate for learning in which every pupil can reach their full potential.

Our vision is to deliver first class education for pupils in a happy and secure environment so they can reach their full potential with no limit on what they can achieve.

Pupils and staff will see a lot of the leadership team during the Academy day. They spend a great deal of time around the Academy, visiting lessons and supporting staff to ensure that basic standards are being met and the quality of teaching and learning is consistently high.



Curriculum

Key features of our curriculum include:

- Specialisms of literacy and mathematics
- The creative use of extensive computer technology to enhance learning
- Accelerated learning to ensure the most able pupils are challenged to achieve the highest of the standards
- High quality Special Needs support for those who need additional help with their learning
- A major focus on examination success at GCSE and A level
- A wide range of GCSE and other Level 2 courses
- Access to a wide range of cultural, sporting and outdoor pursuits activities

Our Mission

We work hard to ensure every pupil receives the best education possible in a calm controlled environment enabling self and mutual respect to develop. We ensure pupils have the equipment they need to adhere to our high expectations with regard to attendance, manners and behaviour.

We have 3 rules - "Ready, Respectful, Safe".

All pupils have access to a broad and balanced curriculum. The Academy has a comprehensive intake, taking pupils of all abilities. Every pupil is encouraged to challenge themselves to achieve the very best of outcomes in all aspects of Academy life. We want them to aim high and enjoy their time here so that they leave us prepared to enter the adult world and follow their dreams.

We strive for a positive partnership between pupils, parents, staff and governors to achieve:

- Self-improvement
- Academic achievement
- Community involvement
- Equality of opportunity
- Raising expectations
- Evolving technological skills
- Enhancing the environment
- Development of personal skills

To enable us to get the very best from our pupils we provide:

- A pleasant learning environment in which we can deliver our stimulating, accessible and appropriate curriculum.
- A pastoral system which is fully supportive and gives secure care throughout the school year to individual pupils.
- Resources and facilities which enhance advanced technological practice
- Tuition for a wide range of public examinations to encourage academic achievement
- A basis for partnership with groups in the local community
- Information for parents regarding academic progress and welfare through regular academy reports and opportunity to meet staff by appointment
- A range of enrichment activities and support beyond the school day



The Vision for our Academy

There is no limit to what our pupils can achieve

The Academy will ensure pupils reach their full potential, with no limit to what they can achieve. We are committed to the highest of standards. We expect outstanding levels of achievement in all areas of academic and personal development and excellent behaviour.

To provide learning environments on a smaller scale, we create distinctive 'bases' within the Academy, 'schools within a school', for different age groups of pupils. In particular we have a self-contained year 7 base, where our youngest pupils can feel safe and secure.

The Academy promotes high-quality learning as an entitlement for all pupils, no matter which courses they choose. Our new and refurbished buildings also create exciting environments that stimulate and enrich pupils' learning.

Individual pupils will develop a sense of personal responsibility so that they can make a full contribution to their learning and to the community. The Academy will raise aspirations and actively challenge low expectations.

The Academy will establish positive learning partnerships with parents and provide strong and effective welfare and guidance services, with individual mentoring, to support pupils' academic progress and all-round development.

The Academy will offer high-quality curriculum opportunities through innovative approaches to learning.

All our pupils matter

We want our pupils to be proud to belong to the Academy and proud of their achievements. Whatever our pupils' backgrounds, we want them to be in the best possible position to move on to a successful life beyond school, whether it is in education, training or employment.



Skegness

Skegness is a popular seaside resort on the east coast of the UK that is small enough to offer a friendly atmosphere, but large enough to provide hours of entertainment for all ages. Skegness is also close to the historic market town of Lincoln and near to many picturesque rural villages and beautiful countryside.

Relax on the golden sands of Skegness's European award-winning beach, tuck into traditional fish and chips at one of the many bars and restaurants on the seafront, ride the rollercoaster at Fantasy Island or take a gentle stroll along the pier. However you decide to spend your free time in Skegness you can take it at your own pace.

As a tourist destination Skegness is entertainment central with countless amusement arcades, the pleasure beach and a traditional pier with its own theatre that features top acts throughout the year. Shops, restaurants, bars and clubs are also on your doorstep in Skegness.

For animal lovers there's also the Natureland Seal Sanctuary, here you can see the rescued seals, watch feeding time with Penguins, visit the tropical butterfly house and much more. Gibraltar Point Nature Reserve offers hundreds of acres of unspoilt natural habitats for you to walk through, whilst the famous donkeys are a regular feature on the beach at Skegness giving rides to children throughout the summer season.

There is plenty to discover if you explore a little further afield with an abundance of picturesque towns and villages where you can take afternoon tea or rummage through the unique shops. There are also many more coastal spots to discover including Mablethorpe, Sutton-on-Sea, Ingoldmells and Cleethorpes.

If you love the peace and quiet of the countryside there's a rich choice of natural environments to explore along the east coast on foot, two wheels or horseback, with an Area of Outstanding Natural Beauty (ANOB), captivating Fenlands, the Lincolnshire Wolds and 50 miles of coastline.





GREENWOOD ACADEMIES TRUST

JOB DESCRIPTION

Post Title:	DEPUTY PRINCIPAL
Purpose:	<ul style="list-style-type: none">• To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils aged 11-19 and to support a designated curriculum area as appropriate.• To monitor and support the overall progress and development of pupils as a Teacher/Form Tutor.• To facilitate and encourage a learning experience which provides pupils with the opportunity to achieve the highest of standards.• To share and support the Trust's responsibility to provide and monitor opportunities for pupils' personal and academic growth.
Reporting to:	Principal
Responsible for:	The provision of a full learning experience and support for pupils in accordance with the professional duties of a teacher.
Liaising with:	<p>The Executive Principal/Principal/Head of School/Deputy and Assistant Principals, teaching/support staff, external agencies and parents/carers.</p> <p>The following information is furnished to assist staff joining the Trust to understand and appreciate the work content of their post and the role they play in the establishment.</p>
MAIN (CORE) DUTIES:	To carry out the professional duties of a school Teacher as provided for under the relevant sections of the School Teachers' Pay and Conditions Document.
Operational/Strategic Planning	<ul style="list-style-type: none">• To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in your curriculum area.• To contribute to the department's development plan and its implementation.• To plan and prepare courses and lessons.• To contribute to whole Academy planning activities.
Curriculum provision:	<ul style="list-style-type: none">• To assist the Head of Department to ensure that the curriculum area provides a range of teaching that complements the Trust's strategic objectives.
Curriculum development:	<ul style="list-style-type: none">• To assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of pupils, examining and awarding bodies and the Trust's mission and strategic objectives.
Staff development:	<ul style="list-style-type: none">• To take part in the Trust's staff development programme by participating in arrangements for further training and professional development.

	<ul style="list-style-type: none"> • To continue personal development in the relevant areas including subject knowledge and teaching methods. • To engage actively in the Performance Management Review process.
Recruitment/deployment of staff:	<ul style="list-style-type: none"> • To ensure the effective/efficient deployment of classroom support. • To work as a member of a designated team and to contribute positively to effective working relations within the Trust.
Quality Assurance:	<ul style="list-style-type: none"> • To help implement the Trust's quality procedures and adhere to them. • To contribute to the process of monitoring and evaluation of the curriculum area in line with agreed Trust procedures, including evaluation against quality standards and performance criteria. • To seek/implement modification and improvement where required. • To review from time to time methods of teaching and programmes of work. • To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the Academy.
Management information:	<ul style="list-style-type: none"> • To maintain appropriate records and to provide relevant, accurate and up-to-date information for the Academy's information system, eg CMIS etc. • To complete the relevant documentation to assist in the tracking of pupils. • To track pupil progress and use information to inform teaching and learning.
Communications:	<ul style="list-style-type: none"> • To communicate effectively with the parents of pupils as appropriate. • Where appropriate, to communicate and co-operate with persons or bodies outside the Trust. • To follow agreed policies for communications in the Trust.
Marketing and liaison:	<ul style="list-style-type: none"> • To take part in marketing and liaison activities such as Open Evenings, Parents' Evenings, Review Days and liaison events with partner Academies. • To contribute to the development of effective subject links with external agencies and other schools.
Management of resources:	<ul style="list-style-type: none"> • To contribute to the process of the ordering and allocation of equipment and materials. • To assist the Head of Department to identify resource needs and to contribute to the efficient/effective use of physical resources. • To cooperate with other staff to ensure a sharing and effective usage of resources to the benefit of the Academy, department and the pupils.
Pastoral system:	<ul style="list-style-type: none"> • To be a form tutor to an assigned group of pupils. • To promote the general progress and well-being of individual pupils and of the group as a whole. • To liaise with the Director of Achievement/SENCo/Head of Year/Assistant Principal to ensure the implementation of the

Trust's support systems.

- To evaluate and monitor the progress of pupils and keep up-to-date pupil records as required.
- To contribute to the preparation of action plans and progress files and other reports.
- To alert the appropriate staff to problems experienced by pupils and to make recommendations as to how these may be resolved.
- To communicate, as appropriate, with the parents of pupils and with persons or bodies outside the Trust concerned with the welfare of individual pupils, after consultation with the appropriate senior staff.
- To contribute to PSHE, citizenship and enterprise education, according to the Trust policies.
- To support the Trust's behaviour management protocols so that effective learning can take place.

Teaching:

- To teach pupils according to their educational needs including the setting and marking of work to be carried out by the pupil in the Academy and elsewhere.
 - To assess, record and report on the attendance, progress, development and attainment of pupils and to keep such records as are required.
 - To provide, or contribute to, oral and written assessments, reports and references relating to individual pupils and groups of pupils.
 - To ensure that ICT, literacy, numeracy and Academy subject specialism(s) are reflected in the teaching/learning experience of pupils.
 - To undertake a designated programme of teaching to fully prepare pupils for all examinations and tests.
 - To ensure a high quality learning experience for pupils that meets internal and external quality standards.
 - To prepare and update teaching materials.
 - To use a variety of delivery methods that will stimulate learning appropriate to pupil needs and the demands of the syllabus and/or scheme of work.
-
- To maintain discipline in accordance with the Trust's procedures and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.
 - To undertake assessment of pupils as requested by external examination bodies, departmental, year and Trust procedures.
 - To mark, grade and give written/verbal and diagnostic feedback as required.
 - To jointly plan with any Learning Assistants or Learning Mentors allocated to pupils in your classes.

Other specific duties:

- To play a full part in the life of the Academy, to support its distinctive mission and ethos and to encourage staff and pupils to follow this example.
- To carry out pre-school, break, lunchtime and after school duties as assigned to you.
- To actively promote the Trust's corporate policies.
- To continue personal development as agreed.
- To comply with the Trust's Health and Safety policy and undertake risk assessments as appropriate.
- To undertake any other duty as specified by the STPCD not mentioned in the above.
- To promote and safeguard the welfare of pupils for whom you are responsible or come into contact with.

Additional Specific Responsibilities

Deputy Principal and Assistant Principal posts

- All Deputy Principals and Assistant Principals will carry out the professional duties as detailed in the STPCD.
- In particular, working with the Executive Principal/Principal/Head of School on:
 - Strategic direction
 - School discipline
 - Overall standards
 - Managing the Academy
- To line and performance manage staff assigned to them by the Principal.

And, additionally;

Deputy Principal

- To support the Principal/Head of School, with the other Deputy Principals on:
 - Academy standards
 - Academy self-evaluation
 - Ofsted preparation/Quality Assurance
 - Quality of teaching and learning
 - Development planning
 - Continuing professional development
 - Reporting to parents
 - Liaising with local universities and colleges to effectively manage and deploy pupils
- To prepare reports as and when required.
- To manage and lead specific areas of the Academy as allocated by the Principal/Head of School.
- To take a leading role on Academy discipline.

All adults employed by the Trust are responsible for safeguarding and promoting the welfare of children they are responsible for or come into contact with.



GREENWOOD ACADEMIES TRUST

PERSON SPECIFICATION

Deputy Principal

	Essential	Desirable	How Assessed
Qualifications:			
Degree	✓		Application form
Higher Degree		✓	Application form
Qualified Teacher Status	✓		Application form
Teaching and Professional Experience:			
Substantial evidence of current 'outstanding' classroom teaching	✓		From references
An understanding of the needs and management of pupils with SEND		✓	Application form; at interview and from references
Experience of school leadership including experience working with data and performance measures	✓		Application form; at interview and from references
Personal and Professional Skills and Attributes:			
Flexible and approachable. Able to deal sensitively with people	✓		At interview
Incisive and clear strategic thinker	✓		At interview
Resilient and calm under pressure	✓		At interview
Excellent communication skills	✓		Application form and at interview
High expectations of pupils in terms of behaviour and achievement	✓		Application form, at interview and from references
The ability to lead, manage and motivate staff and pupils	✓		Application form, at interview and from references
Evidence of vision for the future of effective education	✓		Application form and at interview
Solution focussed in approach	✓		At interview
Evidence of the ability to synthesise and evaluate data to support strategic planning	✓		At interview
High professional standards	✓		Application form, at interview and from references
Willingness to offer a positive commitment to the life of the Academy	✓		Application form, at interview and from references
Other:			
Must satisfy relevant employment checks	✓		Documentary evidence

Requirements from confidential references:

	Essential
Written reference(s) only	✓
Confirmation of professional and personal knowledge, skills and abilities	✓
Positive recommendation from current employer	✓

The Greenwood Academies Trust will require the appointed candidate to gain satisfactory relevant background checks in accordance with safer recruitment guidelines; this will include an Enhanced (with Barred) Disclosure check.



SKEGNESS ACADEMY

Skegness Academy

Burgh Road

Skegness

PE25 2QH

www.skegnessacademy.org

**If you would like further information, or to arrange an academy visit, please
contact Mark Janes at Academicis on:**

T: 01223-907973 | E: mjanes@academicis.co.uk | M: 07901-585959

**All applications are to be sent to Mark Janes no later than 12 noon on
16th October 2017.**

*We reserve the right to research applicants on social media platforms and the internet,
and may take this information into consideration during the recruitment process.*