



COMPRISING
THE LEWIS CHARLTON LEARNING CENTRE AND THE LINNET INDEPENDENT LEARNING CENTRE

EXECUTIVE HEAD
APPLICANT INFORMATION PACK

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INTRODUCTION

The Lewis Charlton Group is seeking an outstanding colleague to join the team, as Executive Head. This post is new to the Group and the Proprietors and Directors are looking for a highly capable education expert to bring a coherent rationale to the breadth of individualised educational programmes that the schools' pupils require, across all settings. As part of its aim to identify and respond to opportunities in the educational landscape and particularly in meeting the changing needs of its pupils, the Group is keen to add this high level role to enhance the expertise within the Group.

The Lewis Charlton Group is an independent company offering individualised day education; often as a 'last resort', to boys and girls in their schools. The Group's clients are local authorities, who place the pupils with the schools, mainly from the Midlands region, with some pupils coming from London and the South East.

The Group currently consists of The Lewis Charlton Learning Centre (with six different facilities forming this provision) for pupils aged 11-19, and The Linnet Independent Learning Centre for boys aged 7 -16 years. These two schools provide a unique blend of education and care, with a therapeutic focus, for pupils who have previously experienced difficulties within mainstream school and possibly other special education provision.

The Lewis Charlton Group overcomes barriers to learning by addressing the social, emotional and behavioural needs of the individual pupil. Many ex-pupils have gone on to make impressive progress as a direct result of the unique blend of strategies and environments the Group provides; and enabling successful re-engagement with education.

The Managing Director is clear about the rationale for this new post and what the Board is looking for:

The Lewis Charlton Group excels at providing a unique blend of therapeutic education and care for young people who have experienced difficulties within mainstream and other special education provisions. We are at the cutting edge of our field and in order to continue to maintain and expand we are looking to recruit an Executive Head to ensure that the processes are focused on the right things and working relationships are efficient.

As part of a strategic move we are looking for our Executive Head to work with the Board to:

Develop teams within the organization and encourage and inspire new approaches; prepare for growth; develop our culture and a competitive edge; lead, guide, direct, and evaluate the work of other education leaders; evaluate the success of the organisation in reaching its education goals; participate in industry-related events or associations that will enhance the Executive Head's leadership skills, Lewis Charlton Group's reputation, and our collective potential for success and growth.

OUR SCHOOLS

The current two schools, are registered as separate settings, with plans to extend the Group as and when appropriate. Each current school has its own Head of Centre, who runs the school on a day to day basis and will report directly to the Executive Head. The schools are inspected by Ofsted as 'Non-Association Independent Schools'.

Lewis Charlton Learning Centre

This is a school for boys and girls aged 11-16 years for up to 57 pupils.

The Lewis Charlton facilities provide personalised ongoing support, whilst at the same time encourages growth and independence. The school offers young people many valuable opportunities, helping to positively shape their future in terms of lifestyle, career path, choice of friends and leisure pursuits.

It is currently graded as requires improvement, following an inspection in autumn of 2017, with a recent monitoring visit stating that the school was making appropriate progress to regaining its former 'good' status.



The Linnet Independent Learning Centre

This is a school for boys aged 7-16 years, for up to 15 pupils.

The Linnet Independent Learning Centre has been specifically designed to cater for its pupils who have learning difficulties and/or behavioural difficulties, and who are likely to have experienced problems in other areas of education. It is graded outstanding by Ofsted.

The Linnet seeks to create an atmosphere of comfort and community where there is scope to cultivate interests, friendships and independence, acknowledging rights and responsibilities in a safe and emotionally containing environment. This facility provides opportunity for an extended day experience.



Both schools prize themselves on their individual approach, which works with all pupils going into education, employment or training at 16, or at 19 when they leave Charlton College (post-16 provision). A wide range of qualifications are taken by pupils, ranging from Entry level to (recently introduced) GCSE, including NVQs and other vocational qualifications.

One of the unique features is the range of facilities that the Group has - enabling the right environment to support pupils across the range of their needs – from Lodge Farm to Space City, for example.

There is a hard-working and focused staff in each school, with over-arching Administration provided across the two schools at Lewis Charlton Group Support.

LOCATION

Lewis Charlton Group is located in and around Ashby-de-la-Zouch, which is almost exactly central in the UK - allowing easy travel to many destinations. Ashby itself is an attractive town, and nearby Lichfield is also a desirable living location. The City of Leicester is within 15 minutes travel of the schools, and Derby and Nottingham cities are also within easy reach. House prices vary across the urban and country contexts, including traditional to very modern housing.

The region contains many universities and there is a breadth of cultural opportunity available. There is a wealth of history to be explored in the area, as well as some of England's most beautiful countryside, including the Peak District.



Ashby Castle

The successful candidate will be a credible and experienced school leader with a proven track record of success, and an individual who can build on the Group's current strengths, its strategic priorities and provide the education vision and mission for the Group.

An Executive Head - passionate and energetic, who listens as well as leads - is now being sought to nurture the schools. A key part of the role is to bring the two schools together, so that genuine collaboration can take place, enabling professional growth and development for staff and enhanced learning for the pupils.

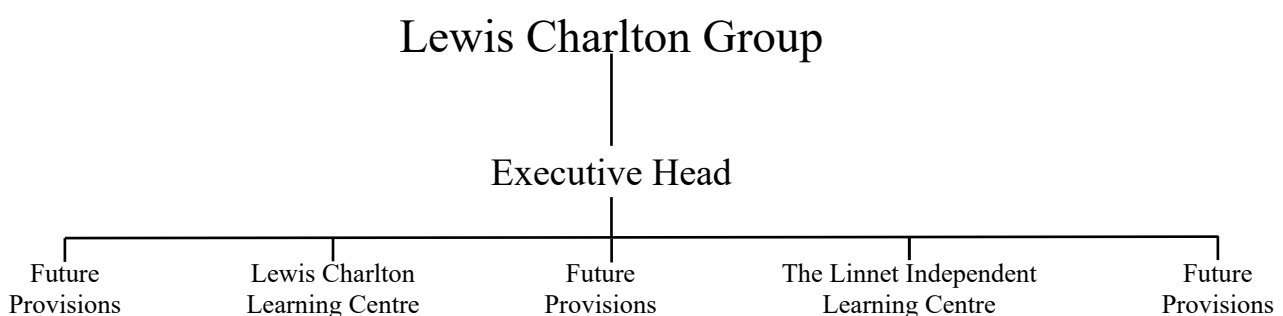
The successful candidate for this post will have the strong support of the school's Proprietors and Directors, and its Board of Governors, as together they jointly explore and create strategic plans and ensure the continued future success of the Group.

Ideally, the successful candidate will bring to the Group in-depth knowledge of contemporary thinking about effective education, and particularly the special education needs sector, knowledge of external evaluation, and the business side of running schools, with successful change management and staff development expertise.

The Group hopes for an incoming Executive Head with experience in building and leading a learning community of educators and support staff, and someone with the success and well being of all pupils at their core. The Executive Head will work most closely with the Heads of the two schools, as well as the Managing Director.

In time the Group intend to expand - providing high quality provision closer to home for the pupils, with the aim of meeting their needs earlier in their educational journey.

Applications are invited from colleagues offering ASD and /or SEMH experience, from mainstream schools and other educational settings, with the skills, experience and capability to lead the education across the schools. It would be advantageous to have had some experience of starting a new school or leading another significant educational development.



KEY PRIORITIES

The Executive Head will:

- Provide clear and inspirational educational leadership across all aspects of the Group, its schools and centres.
- Sustain and enhance the educational outcomes for pupils through effective leadership of the Heads, of teaching and learning, assessment and professional development.
- Recruit, develop and retain the best qualified staff at all levels, including leaders at all levels, teachers and support staff.
- Ensure that the focus on a therapeutic approach to remove barriers to learning remains at the heart of the Group's educational work, by maintaining the appropriate balance for pupils between striving for strong results, developing skills for further education and employment and the capacity to make decisions and live an independent and successful life.
- Work closely with the Heads of School to maintain the highest possible teaching and support levels as well as monitor pupils' achievements.
- Ensure that the schools are prepared for inspections and other quality assurance requirements.
- Make sure all pupils are exceptionally well cared for and have ample opportunity to develop independence skills in a supportive setting.
- Work closely with the Managing Director and Group admin team to make sure the school finances, systems, security and premises are well planned, managed and maintained.
- Guide, motivate and provide effective training opportunities and performance management.
- Ensure that relationships with local authorities and other clients remain positive, responsive and always with pupils' interest at the heart of all that the Group does.
- Create a warm and welcoming environment for the schools and encourage parents/carers/ corporate parents to partner with the schools in their children's learning journeys.
- Monitor the educational landscape and identify opportunities to grow the Group as they arise.
- Develop and then maintain a professionally open relationship with the MD, ensuring that the Board is informed of all significant issues, and report to Board meetings as and when required.

CANDIDATE SPECIFICATION

The successful candidate is likely to have the following quantities:

Essential - E; Desirable - D

Qualifications and experience	
Have a good first degree	E
Have QTS	E
Possess NPQH	D
Possess further academic or professional qualifications relevant to the role	D
A track record of successful school or setting leadership experience as a headteacher or principal or equivalent	E
Successful leadership of education in a SEMH or ASD context, or both	D
Have experience of EYFS, including 2 year olds	D
Training/experience as an Ofsted inspector	D
Knowledge and understanding	
Understand both primary and secondary phases	E
Strength of character and strong leadership skills	E
Approachable, have stature and credibility	E
Skills for collegiate and collaborative working	E
Outstanding team leadership skills	E
Ability to challenge robustly, yet nurture, colleagues	E
Understanding of school groups and how they can work effectively	E
Understanding of sector benchmarking in curriculum, teaching and support functions etc..	E
Very good knowledge of change management and effective school improvement strategies	E
Have significant experience of leading strategic planning for growth and improvement	E
An understanding of how to use current expertise within the Group and how to build capacity going forwards	E
Experience of running more than one school/setting	D
Have knowledge and experience of the set-up of a new school or nursery	D
Understanding of funding streams in the 'special ed' sector and the 'business' of running independent schools	D
Understand the commissioning of pupil places from a MAT and/or LA perspective	D
Skills and characteristics	
Excellent communication skills - in all forms	E
Adept and productive use of ICT for professional working and influencing	E
Possess strong implementation skills and the ability to delegate effectively	E
Possess resilience, humour and a sense of perspective	E
Be honest, open and demonstrate integrity at all times	E
Possess the ability to manage one's own professional and personal pressures effectively	E
Able to use ideas from elsewhere, challenge orthodoxies and be creative, move in new directions	E

REMUNERATION AND CONTRACT

At this stage in the Lewis Charlton Group's journey the post is a full-time, permanent contract starting at Easter 2019, or before if possible. The salary is likely to be within the range £70 000 to £81 500, which has been benchmarked against similar roles within the sector. The successful candidate will be placed on the range according to qualifications, expertise and experience.

There may be the possibility of some support for the successful candidate with relocation, and academic fees if already registered on a post-graduate course.

APPLICATION PROCESS

The Lewis Charlton Group has commissioned Ease Training Ltd. to manage the recruitment of this important post.

Please contact Dr Fiona Hammans, Associate Director, for an informal discussion on 07730693350, or email fionahammans@gmail.com.

Candidates wishing to apply should:

- Complete the application as indicated on the TESonline advert, or available on the Lewis Charlton Learning Centre website
- Closing date is 21st September 2018 and 1600 (BST)
- Short list interviews are planned for 3rd and 4th October, 2018
- References will be contacted at the shortlist stage with the candidates' permission
- Short listed candidates will be required to bring original certificates and documentation, and proof of identity with them to the interview.

The Lewis Charlton Group is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.