



Rushbrook Primary Academy
BRIGHT FUTURES EDUCATIONAL TRUST


Bright Futures
EDUCATIONAL TRUST
The best for everyone, the best from everyone



Rushbrook Primary Academy

101 Shillingford Road,
Gorton, Manchester, M18 7TN

INFORMATION PACK

VACANCY: TEMPORARY ASSISTANT PRINCIPAL
RUSHBROOK PRIMARY ACADEMY



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HOW TO APPLY

This information pack is designed to provide you with further information on Bright Futures Educational Trust, Rushbrook Primary Academy and the new post of Assistant Principal at this academy. If having read the information and you want to apply, please:

Complete the application form, with a covering letter (no more than two sides of A4 please).

Email the application form and letter to vacancies@bfet.uk, or post it to be received by Monday 20th May 2019 (noon). Please post to: Bright Futures Educational Trust, The Lodge House, Cavendish Road, Bowdon, Altrincham, WA14 2NJ.

Closing Date: Monday 20th May 2019 (noon)

Interviews: Wednesday 22nd May 2019





Rushbrook Primary Academy
BRIGHT FUTURES EDUCATIONAL TRUST



ABOUT BRIGHT FUTURES EDUCATIONAL TRUST

Bright Futures Educational Trust
The best for everyone, the best from everyone

Bright Futures Educational Trust (BFET) was established in 2011 and comprises 7 schools in the Great Manchester and Blackpool areas, a teaching school (Alliance for Learning), Maths Hub and School Centred Initial Teacher Training and the central head office team.



Our schools are their own entities and form one organisation and one employer, BFET. The BFET Board of Trustees maintains strategic oversight of the Trust and delegates some of its responsibilities to the Executive team, Principals and local governing bodies. We place a high value on integrity and probity and take seriously our accountabilities for making the best use of public money. How decisions are made is described in our delegation framework. You can find out more about the Trustees and the Executive Board on our website: <http://bfet.co.uk/about-us/>

Collaboration and strong relationships form one of the 'commitments' in our Strategy and all components of the BFET family work closely together. Our Strategy was developed collaboratively and is contained in this pack for your reference.

The Alliance for Learning is our Teaching School and partners with many schools across the North West, including our own. The Teaching School includes a maths hub, a SCITT, a broad range of professional learning and wider network opportunities. Please see the website for more details <http://allianceforlearning.co.uk/about-us/welcome-director-of-teaching-school-and-partnerships/>



The head office team, comprises the Executive team: John Stephens, CEO, Edward Vitalis, Chief Operating Officer, Gary Handforth, Director of Education, Lisa Fathers, Director of Teaching School and Partnerships and Lynette Beckett, Director of HR & Strategy. The focus of all of these roles is to work with schools, providing high quality and timely guidance, challenge and support. The finance operations of all our schools are centralised in two hubs, reporting to the Chief Operating Officer. Similarly, HR support is overseen by our HR Director. Our central support also includes an in house and highly innovative Education Psychology team. You can find out more about the central services offered to our schools on our website: <http://bfet.co.uk/about-us/>



BRIGHT FUTURES EDUCATIONAL TRUST STRATEGY

Vision

The best for everyone, the best from everyone

Mission

Our family of schools places young people, families and communities at the heart of everything we do. We are a true community with shared responsibility and common core values which create a culture of collaboration, opportunity, respect and innovation. We inspire excellence and believe in nurturing the abilities of all within our schools and communities. We empower our young people to build purposeful lives and have the courage and confidence to make a positive contribution to society. Through excellence in education all of our young people will have a bright future.

Values

Community: We work together for a common purpose acknowledging our diversity as strength
Integrity: We do the right things for the right reasons
Passion: We take responsibility, work hard and have high aspirations

Commitments

Collaboration and strong relationships
 Professional learning
 Supportive, challenging and fair
 Effective communication
 Strong Governance and Accountability
 Value for money
 United behind decisions

Aims 2017-2020

Excellent progress and achievement for all pupils

Ensure financial viability

An environment where our people are valued

The Trust's direction is clear and well defined

Outcomes

All schools to be improving at pace and have the capacity for sustainable continuous improvement in all aspects.

Long term sustainable viability, managed within a robust financial control environment that is effective and efficient.

People are listened to, held to account, supported and challenged.

Any growth adds value to the rest of the trust. Roles, responsibilities and organisational systems are fit to deliver the strategy.

Governance

Board of Trustees: Provides strategic leadership, monitors school improvement and compliance and oversees effective controls for financial viability

Executive team: Provides strategic and operational leadership.

Local governing bodies: Provide scrutiny of school development plans, monitor that schools are working within agreed finances and policies



RUSHBROOK PRIMARY ACADEMY – HISTORY & CONTEXT



Rushbrook Primary Academy formally opened in April 2016 in a brand new building (previously Gorton Mount Primary Academy). It is part of Bright Futures Educational Trust and is one of three primary academies.

Rushbrook is a much larger than average primary school. It has 3 forms of entry with a 60 place nursery. We currently have 716 pupils on roll aged between 3 and 11. The majority of pupils come from minority ethnic backgrounds, with one quarter of pupils coming from White British backgrounds. The largest groups are from Roma, Pakistani and African backgrounds. Over two thirds of all pupils speak English as an additional language and we have 51 different languages spoken in school. The proportion of pupils known to be eligible for pupil premium funding is high and includes nearly half of all pupils (47%) The proportion of pupils who have SEN is higher than average (16%) Pupil outcomes have been low but are improving, particularly over the past 2 years. We now need to build on and sustain these improvements.

The school operates a fully accredited Montessori unit across the Early Years. One of only two across the UK.

In April 2018 the school was judged to be Requires Improvement in its first inspection. The report is available at <https://files.api.ofsted.gov.uk/v1/file/2778971>.

This temporary post of Assistant Principal is an additional post in the school's leadership structure from 1 September 2019 for the academic year.



RUSHBROOK PRIMARY ACADEMY– PUPIL INFORMATION



Type:	Mainstream School
Phase:	Primary and Nursery
Funding status:	Public - Academy
Age Range:	3-11
No of students on roll:	716
FSM:	189
EAL :	445
SEND:	113
Address:	101 Shillingford Road, Gorton, Greater Manchester. M18 7TN
Telephone:	+44 161 223 5955 http://www.rpa.bfet.uk/

Rushbrook Primary Academy is located within Gorton Educational Village in Gorton, East Manchester and shares the campus with two of our partner schools in the Trust: Melland High School, a Special Educational Needs school for 11-19 years and Cedar Mount Academy, a secondary school for 11-16 year old



Rushbrook Primary Academy Staffing Structure from September 2019

Principal Strategic Leadership	Assistant Principal Standards	Assistant Principal Standards (temporary)	Assistant Principal Inclusion	X4 Phase Leaders Teaching and Learning	X4 Middle Leaders
Line Management: Senior Leadership Team	Line Management: Phase Leaders Curriculum Leaders Teaching Assistants	Line Management: Phase Leaders Curriculum Leaders Teaching Assistants	Line Management: Phase Leaders SENCo Behaviour DDSL/Safeguarding/Attendance Learning Mentors EAL	Line Management: Class Teachers Teaching Assistants	Line Management: Office Staff NQTs Lunchtime Organisers Cover Team Admissions Early Help

Staffing numbers in September 2018: 43 Teaching Staff; 56 Associate Staff (including site staff and lunchtime organisers)



ASSISTANT PRINCIPAL JOB DESCRIPTION

Temporary Assistant Principal Rushbrook Primary Academy BFET L6-L12 (£45,435- £52,672) School Teachers' Pay and Conditions

The role of Assistant Principal at Rushbrook Primary Academy is to provide the leadership to continue the transformational journey to ensure the best *for* everyone, the best *from* everyone.

The post reports to the Principal and is supported by a strong leadership team and leadership colleagues in our family of schools.

Key Responsibilities of the role

Excellent progress and achievement for all pupils

- Leading on teaching and learning to ensure the highest standards of attainment and progress are achieved.
- Effective use of accurate data to inform planning and support strategies to raise attainment, secure good progress and address underperformance of groups and individual pupils.
- Ensuring the continuing development of a rich and relevant curriculum and enrichment programme.
- Collaboration within the school, the Trust, and other partner schools to identify and maximise opportunities.
- Ensuring high quality staff training and development successfully impacts on raising standards in teaching and learning.
- Ensuring that learning is at the centre of strategic planning and resource management.
- Securing exemplary behaviour and attendance for all pupils and staff.

An environment where our people are valued

- Line management of some staff to ensure that people are listened to and held to account, whilst being supported and offered opportunities to develop
- Staff training and development is targeted to needs, monitored and measured to ensure that it positively impacts on teaching and learning standards
- Implement the trust's people policies to ensure that people are supported and developed appropriately and in accordance with our vision, mission, values and commitments.



- Support in the development of health, wellbeing, safeguarding and general safety across the academy for pupils and staff, ensuring that a safe environment is experienced by all.
- Open and transparent verbal and written communication strategies are implemented with staff, pupils, parents/carers and the local community, as appropriate.
- Develop an innovative and inspiring culture, including active engagement with other schools, all stakeholders, agencies and parents/carers to build an effective learning community.

Ensure financial viability

- Oversee the management of budget(s) in line with areas of responsibility.
- Contribute to the production of annual school budgets, for approval by the Trust Board, which enable robust teaching and learning and value for money

Robust governance and systems and processes

- Support the development and maintenance of school policies and practices to ensure consistent application.
- Support in the production of transparent and thorough materials and updates to the Principal in order for the governing body to challenge and hold the school to account and/or to make decisions
- Support in the establishment of robust systems and processes across all areas of the academy to achieve an environment that runs efficiently and effectively, reduces unnecessary workload and ensuring that the impact can always be measured

Community

- Be a visible presence for pupils, parents/carers and the local community and sustain effective and positive relationships.
- Work closely with the community, schools, the local authority and other agencies as and when required and foster effective and positive relationships.
- Contribute to support programmes for pupils and staff that may include occasional weekends and holiday periods.

Bright Futures Educational Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Any successful applicant will be required to undertake an Enhanced Disclosure check by the Disclosure & Barring Service. This post is exempt from the Rehabilitation of Offenders Act 1974



ASSISTANT PRINCIPAL PERSON SPECIFICATION

Category	Essential	Desirable	Means of identification
Qualifications, Education, training	Degree with qualified teacher status and/or QTS by any other approved route	Post graduate qualification and/or professional qualification e.g. NPQSL	Application form Certificates
Relevant Experience	Successful leadership within a middle or senior role, demonstrated with outcomes Track record as a leader, of raising standards and achievement, demonstrated with outcomes Evidenced experience across the broad range of key responsibilities outlined in the job description Excellent classroom practitioner		Application form Interview Tasks References
Our Values	Community: Evidence of working together for a common purpose and encouraging diversity		Interview Tasks
	Integrity: Evidence of doing the right things for the right reason		Interview Tasks
	Passion: Evidence of taking personal responsibility, working hard and having high aspirations		Interview Tasks
Pre-employment screening	<ul style="list-style-type: none"> Enhanced DBS check 2 satisfactory employment references, from the last two employers Evidence of the right to work in the UK 		On-line DBS check References deemed suitable by BFET Passport or other evidence allowed by UK Home Office