



Heworth Grange
School

Enriching Lives, Inspiring Ambitions

RECRUITMENT PACK

Headteacher



Consilium
Academies

Enriching Lives, Inspiring Ambitions

Welcome from the CEO

Dear Candidate,

Thank you for your interest in the position of Headteacher at Consilium Academies.

At Consilium, we believe in enriching lives and inspiring ambitions through our values of:

Partnerships
Opportunity
Integrity
Excellence
Equity
Being people-centred

We recognise the unique value of each individual, whether they are staff or students and are dedicated to ensuring that every member of our Trust reaches their full potential. To achieve this, we collaborate with stakeholders and external organisations to build relationships that enhance opportunities for all members across the Trust.

Our focus on being people-centred extends to providing exceptional professional development for all members of our Trust, including teaching and support staff. This commitment is reflected in our Centre for Professional Learning, where colleagues have access to tailored training opportunities and resources to meet their specific needs.

We firmly believe that every student, regardless of their background deserves an excellent education and an equal opportunity to fulfil their potential. This vision guides us in creating an environment where every pupil can thrive.

As part of our Trust, our academies align with collective aims, including prioritising holistic development of pupils academically, socially and emotionally. We aim to instil a passion for life long learning and continual improvement among our academies, staff and students, empowering them to pursue their aspirations and ambitions. Our goal is create a family of academies that is inclusive and embraces diversity, fostering a supportive community where all members feel inspired and empowered to succeed. We also value our stakeholders as partners in our collaborative efforts with the communities we serve.

Consilium Academies is currently undergoing significant development with numerous opportunities for all staff. Joining us now presents an exciting prospect for professional and personal growth.



Michael McCarthy

Chief Executive Of Consilium Academies

Welcome from the North East Regional Hub Director

Dear Candidate,

I am very proud to welcome you to Heworth Grange School. Heworth Grange is an exciting place to learn and a school where we are committed to giving each student equal opportunities to succeed, regardless of their background. We expect the best for all our young people and we continuously strive to ensure they can engage with the highest quality teaching and learning as well as opportunities to develop personally. We know that our young people learn best when they feel cared for and well supported. Heworth Grange is a 'family away from home' where in endeavour to ensure all our young people feel safe and secure so that they feel confident to engage fully in all aspects of their learning.



Our school ethos and values provide an important cornerstone in realising the potential of all students that we are proud to support. At Heworth Grange we do this through a blend of academic and therapeutic strategies underpinned by a well-developed personal development curriculum. To ensure our young people have the best opportunity to learn, we expect exemplary standards of behaviour, attendance and respect for all within our inclusive school community and strive to encourage a thirst for learning.

We put students and staff at the heart of our decision-making, ensuring everyone benefits from continuous improvement. We ensure that our staff have access to great professional development so that we continue to grow in expertise and provide the very best education for our young people.

We want to do everything in our power to ensure that the students at Heworth Grange leave school with the academic qualifications and personal skills to become happy and successful adults in their own right. We want our students to develop a life-long love of learning and to have the confidence to make a difference in their community as positive, proactive citizens within our society.

As the Headteacher of Heworth Grange School you will be joining the North East Consilium Hub alongside the other Headteachers in our region. The team work closely together to improve the quality of education in schools across the region as well as across the wider Trust. They continuously strive for the best for our young people and are a close knit team who support each other throughout the school year.

We are very excited about the future of Consilium, the North East Hub and of course Heworth Grange School. I look forward to welcoming you to our community soon.

Allie Denholm

Ne Regional Hub Director





About the School

Heworth Grange is proud to be part of Consilium Academies' Multi-Academy Trust (MAT). As part of Consilium, we are dedicated to working towards the Consilium mission of providing an inclusive partnership with our community where lives are enriched by providing care, experience and opportunity, and where every student benefits from the same opportunities to succeed.

We are guided by four key drivers.

Every child- No Excuses

At Heworth Grange, we want every single student to achieve their potential. We go the extra mile for our students and understand that some of our students will require more support to overcome barriers to learning than others. We work collaboratively to problem solve and find the best therapeutic and academic solutions for our students to achieve the best possible outcomes.

High Expectations

We know that expecting the best from all our students is integral to them achieving a world class education. We strive day in and day out to ensure the highest standards of behaviour where everyone can learn and develop in a safe and secure environment. We also work tirelessly to embed the importance of attendance as a vital employability skill and work collaboratively with parents and carers to ensure all students attend school.

Engaging Learning

We know that great teaching and learning everyday will make the difference for our students and will support them to achieve their very best. We want to ensure all students are fully engaged and inspired by the learning experiences at Heworth Grange and as educators we fully commit to professional development to ensure we are continuously developing and providing the best experiences for our students.

No Islands

We know that there is strength in unity and at Heworth Grange we do not want anyone to feel like an island. We care for each other and we support each other, this means that we learn better. Our No Islands culture means that we work collaboratively with parents, carers, outside agencies, local academy board and other Trust schools. We value relationships above all else because we know that trust is vital to the success of our organisation. We put students and staff at the heart of our decision making, ensuring everyone benefits from continuous improvement. We ensure that our staff have access to great professional development so that we continue to grow in expertise and provide the very best education for our young people.

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About the Trust

The Consilium Mission

"Enriching Lives, Inspiring Ambitions"

We are proud to be Consilium Academies, a Trust that believes in the unique value of each individual. Our vision, actions, and purpose are guided by this principle and a dedication to do all we can for the communities we serve.

We never put a ceiling on potential. Instead, we work with our Academies to provide high-quality education that is truly inclusive, giving every student the same opportunities to develop the skills and knowledge they need to thrive in life beyond the classroom.

We are committed to enriching the lives of all those involved in our Trust through an ambitious, student-centred approach to education.

Consilium Academies is a Multi-Academy Trust consisting of nine schools based across three hubs in Salford, South Yorkshire, and the North East of England.

We believe in inclusivity, both in the schools and communities we serve and are committed to working with our Academies to ensure our ethos is realised on a daily basis.

- The lives of our young people should be enriched by care, experience, and opportunity. This is achieved by;
- helping children and young people to succeed to their potential academically, socially, and emotionally;
- instilling a passion for lifelong love of learning and continued improvement so that our academies, staff, and students achieve their aspirations and ambitions;
- creating a family of academies that are inclusive and embrace diversity, where all members of the community feel supported, inspired, and empowered to succeed;
- ensuring all stakeholders are seen as partners in our work within the communities we serve.

The Trust operates a Central Team led by our Chief Executive Officer, Michael McCarthy. The team provide direct services to our schools as well as Trust-level accountability, leadership, and management. We operate a strong partnership model and our partner schools are instrumental in the continual growth and development of our Trust. We work with our schools in a supportive way that does not detract from the individual identity of a school, instead allows them to grow and focus on student achievement and success.

WE ARE PROUD TO OFFER THE FOLLOWING STAFF BENEFITS:

- Pension with the Local Government Pension Scheme and Teachers Pension Scheme
- 34 days annual leave plus bank holidays for all support staff (pro-rated for part-time employees)
- 36 hour working week for all full-time support staff
- Automatic pay progression for all staff in line with their current grading structure
- Enhanced contractual sick pay in line with the Burgundy Book and Green Book
- Employee Assistance Program with access to counselling and CBT 24 hours a day, 7 days a week
- Access to an Occupational Health Provider
- Free membership to Vivup. with hundreds of exclusive offers and discounts available online and in store at many shops, gyms, and restaurants
- An excellent CPD Offer for every member of staff; to help you perform as well as you can in your role, provide you with a sense of wellbeing at work and to help you reach your career aspirations

About the Role

Job Title: Headteacher

Start date: 1st September 2024

Hours: Full Time

Contract: Permanent

Salary: L31 – L37

Do you want to lead a school where there are no barriers put in place to prevent children from being successful and where ceilings are never placed on potential or opportunity?

Heworth Grange School are looking to recruit a Headteacher to join our motivated team in an Academy that is committed to offering a warm, friendly and purposeful setting for all our students to flourish. We are looking for a transformational leader, with the skills and experience to build on the existing successes, to embed and progress the vision and someone who is continually reflective and outward looking to improve practice.

You will need to:

- Lead by example and inspire the confidence of students, parents and colleagues through enthusiasm and commitment to the role.
- Provide a professional vision and leadership for the school which secures its success and improvement.
- Ensuring high quality education for all its pupils and demonstrating a passion for continual improvement and achievement.

If you feel you share our values, have the vision and drive for excellence and want to be part of an enthusiastic and dedicated team, committed to ensuring that students fulfil their potential, then we would like to hear from you.

The successful candidate will present the best possible example of professional standards to colleagues.

To apply please download and complete the attached application form. Please note we do not accept CV's. We ask that all completed application forms are sent to Helen Stevenson at helen@satiseducation.co.uk

Please ensure that within your application you provide the names, addresses, and contact details for two referees, one of whom should be your current or most recent employer.

The closing date for applications is 22nd April

Interviews will take place on 25th and 26th April

Consilium Academies is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointments are made subject to an Enhanced DBS Check, and where applicable, a prohibition from teaching check will be completed for all applicants.

In accordance with our statutory obligations under Keeping Children Safe in Education Consilium Academies is required to conduct an online search as part of our due diligence on shortlisted candidates. This may help identify any incidents or issues that have happened, and are publicly available online, which Consilium Academies might want to explore with you. Further information on online searches can be found in paragraph 221 of Keeping Children Safe in Education.

The Trust is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

Under Part 7 of the Immigration Act 2016, the Public Sector fluency duty requires state funded schools to ensure candidates

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for their customer facing roles have the necessary standard of spoken English.

Please note: If you have not been contacted within one week of the closing date please assume that your application has been unsuccessful on this occasion. We are unable to provide feedback on individual applications. Applications received after the closing time stated will not be considered.



Job Description

Job Title:	Headteacher
Based at:	Heworth Grange School
Grade:	L31 – L37

Main purpose of the Role

To provide professional vision and leadership for the school which secures its success and improvement, ensuring high quality education for all its pupils and improved standards of learning and achievement. Lead by example, holding and articulating clear values and moral purpose, and focusing on providing excellent education for all pupils.

The professional duties of the Headteacher are contained in the School Teacher's Pay and Conditions Document and the key areas of Headship are contained in the DfE National Standards for Headteachers. The Headteacher is also expected to implement and work within the Trust Scheme of Delegation and adhere to all appropriate employment, education, public sector and legal frameworks.

The Headteacher shall carry out his/her/their professional duties in accordance with and subject to:

- The School Teachers Pay and Conditions Document.
- The provisions of the Education Acts and the requirements of external agencies.
- The instrument of governance and scheme of delegation of the Trust/school.
- Consilium Academies Trust policies.
- Heworth Grange School/Consilium Academies Trust Development Plan and associated targets as agreed with the Trust

The Headteacher shall carry out such duties in accordance with and subject to the following:

- Any rules, regulations or policies laid down by the Trust and administered by the Local Academy Board under their powers.
- Any rules, regulations or policies laid down by the Trust with respect to matters for which the Local Academy Board is not responsible.

Core Responsibilities & Tasks

General Functions

The Headteacher shall be responsible for the internal organisation, management and control of the school. This includes the delivery of education and the effective financial management and staff deployment.

Consultation

In carrying out his/her/their duties a Headteacher shall consult, with the Trust, the Local Academy Board, the staff of the school, the parents/carers of its pupils, the pupils and the local community as appropriate.

Professional Duties

The professional duties of a Headteacher shall include:

1. School aims: Formulating the overall aims and objectives of the school and policies for their implementation

2. Strategic direction and development of the school: Leading by example, providing educational vision and direction to secure the strong and passionate commitment of staff, parents/carers and pupils.
3. Staff Appointment - Leading the selection and appointment of the teaching and NJC staff of the school.
4. Staff Management including:
 - a. Deploying and managing all teaching and NJC staff of the school and allocating particular duties in a manner consistent with their conditions of employment.
 - b. Appropriate allocation and delegation of duties to the Senior Leadership Team of the school, including during the absence of the Headteacher.
 - c. Management of cover, taking particular consideration to ensure that teaching cover is appropriate and directly linked to the school timetable and designated time.
 - d. Ensuring that teachers at the school receive information they need to carry out their professional duties effectively.
 - e. Ensuring that staff are aware of current educational developments and are kept up to date through an ongoing programme of continuous professional development.
 - f. Leading, motivating, supporting, challenging and developing staff at all levels in order to secure and sustain continuous improvement and staff well-being and to be committed to personal continuing professional development.
 - g. Supporting middle and senior leadership of the school to build capacity, recognise existing talents and encourage delegation.
 - h. Challenging underperformance at all levels and put in place effective improvement. Providing information, references and testimonials about the work and performance of staff employed at the school, with due regard to the principles of equal opportunities, linked to future employment. Managing the performance of teachers and NJC staff in the school through the agreed appraisal procedures.
 - i. Ensuring that all staff in the school have access to advice and training appropriate to their needs, in accordance with the policies of the Trust and Local Academy Board.
 - j. Ensuring that newly-qualified teachers and those returning to teaching after a break in service have access to adequate support in their first year of service or resumed service.
 - k. Being responsible for the supervision and training of teachers during their induction periods in accordance with the Induction Regulations, and making a recommendation at the end of such induction periods as to whether such teachers have met the prescribed induction standards as required by those regulations.
 - l. Ensuring that teachers serving induction periods meet the requirements of the Induction Regulations.
 - m. Implement Pay progression for Teaching and NJC staff appropriate to the agreed procedures.
 - n. Provide management information about the work and performance of the staff employed at the school as appropriate.
 - o. Maintaining local relationships with organisations representing teachers and other persons on the staff of the school.
5. Curriculum Development including:
 - a. Determining, organising and implementing a broad and balanced curriculum for the school, having regard to the needs, experiences, interests, aptitudes and stage of development of the pupils and the resources available to the school.
 - b. Ensuring the curriculum meets legal education requirements including PSHE, Citizenship and Religious Education.
 - c. Ensuring that improvements in the curriculum are a priority for all pupils including those who are SEND, Disadvantaged and EAL.
6. Pupil Progress including:
 - a. Ensuring that all aspects of school performance are monitored and evaluated in a robust, cyclical manner and maintaining a record of self-evaluation and areas for improvement, and of progress made in respect of these and that this is reported in line with Trust requirements.
 - b. Evaluating the standards of teaching and learning in the school and ensuring that proper standards of professional performance are established and maintained.
 - c. Ensuring that the progress of pupils of the school is monitored and recorded.
 - d. Ensuring continuing effective systems of planning, assessment, recording and reporting, using data and benchmarks to monitor attainment and progress, in every child's learning
 - e. Appropriate use of data to continuously support and improve standards.
7. Pastoral and Welfare including:

- a. Ensuring that the health and wellbeing of children is encouraged through a nurturing environment.
 - b. Promoting equality and inclusion in all aspects of school life.
 - c. Ensuring that the requirements of the SEND Code of Practice are met.
 - d. Implementation and accountability for the safeguarding of children and young people, ensuring that robust procedures are in place and are aligned with the Local Strategic Safeguarding Board.
 - e. Ensuring that proper standards of student behaviour are implemented and well managed.
 - f. Ensuring the maintenance of good order and discipline at all times during the school day when pupils are present on the school premises and whenever the pupils are engaged in authorized school activities, whether on the school premises or elsewhere.
8. Work closely with the Local Academy Board including:
- a. Attending meetings of the board and making reports to them in connection with his/her/their responsibilities on a regular basis.
 - b. Advising and assisting the board of the school in the exercise of their functions.
 - c. Advising the board on the implementation and management of Trust policies as appropriate to the Scheme of Delegation.
 - d. Reporting to the board in line with delegated responsibilities.
9. Work closely with the Central Trust Team including:
- a. Providing for liaison and co-operation with the officers of the Trust.
 - b. Implementation of Trust wide improvements, policies and procedures and associated responsibilities in line with the Scheme of Delegation.
 - c. Work with other school partners to implement trust and hub projects, CPD and school improvement.
10. Develop strong relationship with parents and carers including:
- a. Making arrangements for parents/carers to be given regular information about the school curriculum, the progress of their children and other matters affecting the school, so as to promote common understanding of its aims.
 - b. Creating and maintaining an effective partnership with parents/carers to support and improve pupils' achievement and personal development.
 - c. Working with parents/carers to ensure children have access to extended services, extracurricular opportunities, homework and other social and educational experiences.
11. Develop strong relationship with external partners including:
- a. All Consilium Academies schools particularly the schools in the North East hub.
 - b. Maintaining liaison with other schools and education establishments with which the school has a relationship especially Gateshead LA schools.
 - c. Developing relationship with external agencies who can support the school improvement/development plan.
12. Be accountable for the effective operational management of the school including:
- a. Allocating, controlling and accounting for those financial and material resources of the school which are under the control of the Headteacher.
 - b. Adhering to financial regulations in line with the Trust Financial Management Procedures.
 - c. Making arrangements for the security, maintenance, development and effective supervision of the school buildings and their contents and of the school grounds in line with Health and Safety provision and effect Premises Management.
 - d. Ensuring the health and safety of all children, staff, parents/carers and visitors.

General

- Application of Trust/Academy policies in relation to health, safety and welfare; child protection and safeguarding of children, young people and vulnerable adults; staff health and wellbeing; equal opportunities; Data Protection and Confidentiality; and Human Resources, is vital at all times. The post holder must also follow the scheme of delegation in operation at Trust level.
- The post holder should take responsibility for their own learning and development, identifying and attending appropriate training (linked to performance management) and keeping up to date with policy development.
- The postholder must take account of Heworth Grange School and Consilium Academies vision and values and apply these principles at all times. Paying particular attention to facilitating and extend the learning, understanding and knowledge of others.
- Attend and co-ordinate Academy meetings as required.

- Develop strong relationships and also taking advantage of technology which allows regular communication, particularly when working with external partners.
- Share learning and understanding with other Trust schools.

Corporate Responsibilities

- The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment
- To pursue and promote the achievement and integration of diversity and equality of opportunity throughout the Trust's activities
- To plan, monitor and review health and safety within areas of personal control
- To participate in the Trust's Performance Management process and engage in continuous professional development and networking to ensure that professional skills and knowledge are up to date
- To maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents, carers and colleagues.

Additional Notes

- The job purpose and key statements remain indicative and by no means exclusive. Given the evolving needs of the Trust, flexibility among staff is very important. All staff may be required to undertake other such reasonable duties as may be required from time to time in line with the grade of their post.
- An Enhanced DBS Check will be requested on successful application to a position at the Trust or Academy.

Person Specification

Headteacher	Essential/ Desirable	Method of Assessment
Education and Qualifications		
Qualified Teacher Status	E	AF/C
Appropriate professional accreditation at Master's or above	D	AF/C
Permitted to work in the UK	E	AF/C
Evidence of relevant and substantial CPD including Middle Leader Training	E	AF/C/R
National Professional Qualification for Headship NPQH or higher degree	D	AF/C
Experience		
Successful Headship experience in a secondary school	D	AF/I
Successful senior leadership and management experience in a school.	E	
Teaching experience.	E	AF/I
Involvement in school self-evaluation and development planning.	E	AF/I
As above – leading SEF and planning	E	AF/I
Demonstrable experience of successful line management and staff development.	E	AF/I
Evidence of change and/or project management	E	AF/I
Strong relationship skills, with clear understanding of how to work with all school partners – parents; staff; external agencies and other schools.	E	AF/I
Skills and Knowledge		
Data analysis skills, and the ability to use data to set targets and identify areas for improvement.	E	AF/I
Strategic use of data to make significant improvement in student outcomes	E	AF/I
Strategic leadership of student personal development		
Understanding of high-quality teaching, and the ability to model this for others and support others to improve.	E	AF/I
Evidence of leading quality of teaching and learning	E	AF/I
Understanding of school finances and financial management.	E	AF/I
Effective communication and interpersonal skills.	E	AF/I
Ability to communicate a vision and inspire others.	E	AF/I
Ability to build effective working relationships.	E	AF/I
Personal Qualities		
Able to work as part of a team	E	AF/I
Able to embrace change well	E	AF/I
Able to develop a welcoming and supportive environment for pupils to thrive in and be successful	E	
Being comfortable dealing with difficult situations in a calm and constructive manner.	E	I/R
Evidence of being able to build and sustain effective working relationships with staff, local academy board members, parents, carers and the wider community	E	AF/I
A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school.	E	AF/I
Ability to work under pressure and prioritise effectively.	E	AF/I
Commitment to safeguarding and equality.	E	AF/I

Strategic understanding of key legislation impacting on education (eg Keeping Children Safe; Equality provision, Education Act; DfE guidance)	E	AF/I
Ability to empower others, providing positive influence and motivate and enthuse all members of the school community.	E	AF/I
Ability to demonstrate inspirational leadership	E	AF/I
Leadership and management – The ability to demonstrate		
An effective leadership style that inspires confidence and collegiality in those they lead, which motivates and encourages others to participate and go the extra mile	E	AF/I
Versatility and flexibility in terms of one's own leadership style. To be aware of different management styles and in which circumstances it is appropriate to adopt an alternative approach	E	AF/I
Strong interpersonal, written and oral communication skills	E	AF/I
Strong organisational skills: <ul style="list-style-type: none"> the ability to delegate the use of effective time management the ability to prioritise 	E	AF/I
Resilience and motivation to lead the school through day-to-day challenges whilst maintaining a clear strategic vision, staying positive, and focusing on key priorities	E	AF/I
Genuine passion and belief in the potential of every pupil	E	AF/I
Strategic thinking and the potential to adopt an entrepreneurial approach to the role	D	AF/I
An educational vision aligned with the school's high aspirations and high expectations of themselves and others	E	AF/I
A clear understanding of the strategies required to establish consistently high standards of results and behaviour in a challenging school and commitment to relentlessly instilling these strategies	E	AF/I
An ambassadorial approach in all dealings with the community and subsequently to be positive and successfully market the school in the community	E	AF/I
Confident and effective presentational skills during public speaking	E	AF/I
Skilful management and maintenance of working relationships with parents, carers and other stakeholders	E	AF/I
Ability to lead, coach and motivate staff within a performance management framework, including professional development and effective management of underperformance	E	AF/I