



Co-op Academy
Manchester

**Headteacher
Candidate Pack**

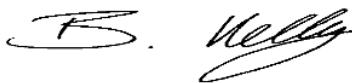
Welcome

Dear Applicant,

Thank you for your interest in applying for the role of Headteacher. Co-op Academy Manchester serves a diverse, vibrant and active community and the Academy community now finds itself at a crucial point in our journey, looking for a Headteacher to provide students with the truly outstanding education they deserve. With the support of an Executive Headteacher, a Regional Director and a highly skilled team of subject and area Directors, we're seeking a leader with the ability to drive forward improvements in academic outcomes and the broader pupil experiences. further improve the Academy by drawing on the principles and values of cooperation.

You'll have a positive approach to working in highly diverse settings where communities face significant challenges; you must have a genuine desire to make a difference and ensure that the community's trust is well placed in the academy. The successful applicant will be able to rapidly identify and take decisive actions to ensure the progress of every child is valued and accelerated. The role is perfect for a dynamic and ambitious senior leader, as it will offer an amazing opportunity to challenge yourself in every way and to make a genuine and meaningful difference.

If you have what it takes to motivate and provide the inspirational leadership our staff and students deserve, we very much look forward to hearing from you.



Brian Kelly | Regional Director - Manchester and Oldham



Phill Quirk | Executive Headteacher - Co-op Academy Manchester and Failsworth

Our Co-op Academies Trust

Dear Applicant,

Thank you for your interest in our academy and in Co-op Academies Trust.

Co-op Academies Trust works with 38 schools across West Yorkshire, Greater Manchester, Staffordshire and Merseyside. Our Trust includes primary, secondary and special schools, as well as a sixth form college. We are proud to serve some of the most diverse communities in the country and to play a positive role in improving lives across the North of England.

Our Trust is supported by an experienced Board that brings together leaders from education and from the wider Co-op. Their expertise helps us stay true to our values and ensures strong governance in every part of our organisation. Our five-year Strategic Plan sets out a clear direction for high-quality education, community impact and the ethical standards that guide all of our work. Each academy has an Academy Community Council, including a Chair and Sponsor Community Council Members who represent our partnership with the Co-op. Every hub is led by a Regional Director who has a strong background in school leadership and improvement. This structure means that every school benefits from both local insight and wider Trust expertise.

Our sponsor; Co-operative Group gives our academies access to enrichment opportunities, specialist staff, real-world learning experiences and additional professional support. This partnership strengthens the community-focused and collaborative culture that runs throughout our Trust and provides unrivalled support for our families and communities

Over the past year we have celebrated a number of significant achievements. These include:

- Co-op Academy Priesthorpe achieving a Good Ofsted rating in 2024, with Outstanding for Personal Development, showing remarkable improvement from its previous inspection.
- Co-op Academy Belle Vue being judged Outstanding across every category, recognising exceptional leadership, curriculum design and pupil development.
- Co-op Academy Portland securing a Good judgment in all areas following its 2025 inspection, marking a major milestone in its journey of improvement.
- Co-op Academy Grove also achieving a Good rating, with inspectors highlighting strong inclusion, a well-planned curriculum and effective SEND support.
- Continued improvements across the Trust, with more schools securing Good or better outcomes (94% of our academies), inspectors consistently praising our focus on personal development, safeguarding and inclusive practice.

Across all of our academies you will see the Ways of Being Co-op in action. These values guide our culture and shape how we work with students, staff, families and communities. They represent who we are and the kind of Trust we strive to be.

If you choose to join us, you will become part of a community that believes in high ambition, kindness, fairness and opportunity for all. We want every young person, whatever their background or starting point, to feel valued, supported and inspired to achieve their best.

Thank you once again for considering Co-op Academies Trust as the next step in your career. We wish you the very best with your application.

Best wishes,

Dr Chris Tomlinson | Chief Executive Officer

Our Values

Co-op Academies Trust is committed to the values shared by co-operatives everywhere:

Self-help – we support learners, parents, carers and staff to help themselves

Self-responsibility – we encourage learners, parents, carers and staff to take responsibility for, and answer to their actions

Democracy – we give our learners, parents, carers and staff a say in the way we run our schools

Equality – we believe that the voice of each individual should be heard

Equity – we run our schools in a way that is fair and unbiased

Solidarity – we share interests and common purposes with our learners, parents, carers and staff, and with other schools in the communities we serve

We strive to demonstrate the following ethical values in everything we do:

Openness – we believe in being open with colleagues in our schools and beyond, children and their families, sharing information and ideas to raise standards and life chances

Honesty – we act in a professional and respectful manner in our dealings with everyone

Social responsibility – we maximise our impact on the people in our communities while minimising our footprint on the world

Caring for others – we treat everyone as we wish to be treated ourselves, understanding that children only have one childhood

We use our simple 'Ways of Being Co-op' to demonstrate our values:

- Do what matters most
- Be yourself, always
- Show you care
- Succeed together

Job Description

Headteacher Co-op Academy Manchester

Salary: L33 to L39, Plus significant additional benefits

Contract: Permanent

Location: Co-op Academy Manchester, Plant Hill Rd,
Higher Blackley, Manchester M9 0WQ

Start date: Easter or September 2026

Purpose of the role

To strategically lead and develop Co-op Academy Manchester in line with the co-operative values and principles, to give every student the highest quality education and to ensure the highest possible standards of academic achievement and personal development.

Reports to : Regional Director



Key Accountabilities

Qualities & Knowledge / Leadership

- Drive strategic leadership within the academy, and lead by example with integrity, creativity, resilience and clarity
- Demonstrate a passionate commitment to the academy, its pupils, staff and community and to the Trust
- Motivate and work with others (including the Academy Governing Body, Trust and Sponsor) to create a shared culture and positive environment, based on co-operative values, ensuring that equality and diversity is reflected in school culture and practice and the learner is at the heart of everything we do
- Communicate clearly and compellingly the Trust and academy's vision and values so that it is shared, understood and acted upon by all
- Work with the whole school community to translate the vision into agreed objectives and evidence-based school development plans and policies for the organisation and its facilities, collaborating with stakeholders to set, and work to secure, school improvement objectives and ensuring that learning is at the centre of all strategic planning and resource management
- Sustain own knowledge and understanding of the education system and translate Trust and national policy in to the academy's context Regularly review own practice and, alongside the Chair of Governors, Regional Director and CEO of the Trust (and Headteacher colleagues if applicable), and taking account of feedback from others and the national standards of excellence for Headteachers, set personal targets and take responsibility for own development
- Knowledge of or experience of working in diverse communities
- Further strengthen the co-operative working that exists between the Trust's academies in the city and beyond
- Safeguarding duties in line with the role



Pupils & Staff

- Demand ambitious standards for all pupils, particularly those overcoming disadvantage and advancing equality
- Implement strategies, and support, motivate and challenge staff, to ensure that the school delivers the highest standards of learning and care and implements a rich curriculum which is continually assessed to ensure impact on learning
- Work collaboratively with other Trust academies to build the community of schools and share and develop good educational development strategies and practice
- Lead a creative, responsive and effective learning environment which sets high expectations and challenging targets to ensure a continuous and consistent school-wide focus on pupil achievement, using data and assessment tools to monitor progress
- Ensure staff roles, responsibilities and accountabilities are clearly defined, understood and agreed, and that there is effective planning, allocation and evaluation of work for teams and individuals
- Hold staff to account for their professional conduct and practice, and encourage and support them to develop their own skills and subject knowledge, and to support each other



Systems & processes

- Provide a safe, calm and well-ordered environment for all pupils and staff, focused on safeguarding and promoting the welfare of children and young people and developing their behaviour in school and in the wider society
- Work with the Academy Governing Body (AGB), Regional Director and CEO of the Trust, to enable the academy trust to meet its statutory responsibilities and improvement targets. Welcome strong governance and active support from the AGB
- Provide an accurate account of the school's performance to a range of audiences, upholding the principles of transparency, integrity and probity
- Ensure that all functions carried out by the school are discharged with due regard to relevant statutory legislation, including that relating to health and safety, data protection and safeguarding
- Manage the school's human, financial and physical resources effectively to achieve the school development plan
- Maintain an agreed school organisational structure, which enables effective and efficient operational practice
- Recruit, retain and deploy staff appropriately; maintain effective strategies and procedures for staff induction and professional development
- Monitor, evaluate and review classroom practice to embed improvement strategies and consistently and systematically raise the quality of teaching. Use the performance management system to challenge and develop staff and, where required, tackle staff underperformance
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The self-improving school system

- Ensure that the school plays an active role in its community, collaborating with other stakeholders and agencies to ensure pupil and community needs are met and build the reputation of the school and the Trust within the community
- Grow partnerships with parents and carers to support and improve pupil achievement and personal development
- Create and promote positive strategies for challenging racial, religious and other prejudice
- Maximise the potential of the school site to provide stimulating learning environments and community facilities, and develop a vision to improve premises through consultation with stakeholders
- Provide high quality training and professional development for all staff
- Variety of strategies to promote school improvement and challenge themselves



Person Specification

Qualifications and Experience

- Teaching qualification
 - First degree or Certificate of Education
 - Holder of NPQH (or gained headship before 2004); if does not hold NPQH must have evidence of alternative relevant post-graduate qualification and a willingness to undertake NPQH upon appointment
 - Desirable: Safer Recruitment certificate from recognised provider (required within the first year of Headship)
 - Relevant recent and substantial experience of senior leadership roles in schools (e.g. strong track record as Headteacher and/or Deputy Headteacher in large inner city)
 - Desirable: already has experience working as Headteacher.
 - Able to demonstrate having achieved good or outstanding educational results especially in terms of disadvantaged students
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Qualities and Knowledge / Leadership

- Ability to articulate a clear future vision for the academy, and to implement a strategic plan across the whole school that is influenced strongly by the Trust's strategic plan, identifying priorities and evaluating the impact
- Experience of working with and leading teams and individuals to implement changes across the school
- Ability to build effective relationships with staff, parents/carers, governors and other agencies, and to influence all stakeholders
- Track record of school improvement with ability to make and implement difficult decisions
- Ability to interrogate data and draw on national datasets to determine how effective teaching and learning are
- Experience of partnership/ collaboration and collaborative leadership
- In-depth knowledge of primary education including implementing successfully key government initiatives, policies and practices and curriculum developments
- Full awareness of health and safety responsibilities so that a safe environment is maintained
- Understanding of financial processes and procedures

Students and Staff

- Experience of implementing strategies which impact positively upon learning and create innovative learning experiences for students
 - Experience of implementing curriculum improvements and effective interventions to ensure students make good or better progress
 - Effective use of assessment tools to monitor teaching & learning and student progress, with the ability to identify excellent classroom practice to enable teachers to improve
 - Ability to lead, manage, motivate, enthuse and develop staff
 - Evidence of instilling a strong sense of accountability in staff for the impact of their work on student outcomes
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Systems and processes

- Ability to plan and allocate work effectively
 - Experience of performance management to secure improvement in others through effective feedback, and managing underperformance of staff to a satisfactory conclusion when required
 - Evidence of a commitment to promoting the welfare and safeguarding of children, including an ability to implement effective Child Protection policies and procedures, and to deal with sensitive issues in a supportive and effective manner whilst working in a multi-agency team approach
 - Evidence of promoting, implementing and monitoring equal opportunities across all aspects of a school
 - Experience of successful management of school budgets and managing the school environment in line with health and safety regulations
 - Experience of developing appropriate school development plans, policies and procedures
 - Experience of working effectively with a governing body to fulfil statutory duties
 - Experience of providing performance data for a range of audiences
 - Evidence of implementing changes to staffing structures to secure improvement
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The self-improving school system

- Evidence of reviewing own practice and effective CPD
- Ability to build relationships with community groups, outside agencies and other schools
- Experience of positively promoting the school in the community [Desirable: and in the media]
- Experience of working with parents and carers to improve pupil achievement

How to apply

All applications must be made using the [Trust's online recruitment platform](#)

Candidates are strongly encouraged to attend the virtual information sessions we are holding on 7th and 12th January 2026 from 4pm - 5pm and to visit the academy. Please email centralrecruitment@coopacademies.co.uk to arrange either of these.

If there is further information required please contact Brian Kelly (Regional Director) (brian.kelly@coopacademies.co.uk)

The closing date for applications is Monday 19th January 2026 at 9am.

Interviews

Interviews will take place on: 26th and 27th January 2026

What we offer:

- Excellent opportunities for personal and career development within the Co-op Academies Trust;
- Employee benefits such as retail discounts, reduced gym membership, cycle to work scheme and much more;
- Free access to a confidential 24/7 Employee Assistance Programme;
- Effective, supportive and dynamic leadership;
- A superb, school building with a flexible and creative ICT rich working environment;
- A welcoming, friendly, supportive, effective and efficient professional/Continuing professional development.

Co-op Academies Trust

One Angel Square; Manchester; M60 0AG

Co-op Academies Trust is committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage or civil partnerships.

Co-op Academies Trust as an aware employer is committed to safeguarding and protecting the welfare of children and vulnerable adults as its number one priority. This commitment to robust recruitment, selection and induction procedures extends to organisations and services linked to the Trust on its behalf. This post is subject to an enhanced DBS check. We value variety and individual differences, and aim to create a culture, environment and practices at all levels which encompass acceptance, respect and inclusion. All our colleagues are expected to demonstrate a commitment to co-operative values and principles, and the Ways of Being Co-op.