



# Plantsbrook School

'Be the best that you can be'

**Headteacher**

**Application Pack**



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# Welcome from the CEO

Thank you for your interest in this opportunity. I hope you find this information pack helpful, and that it furthers your aspiration to work with us. Please do take some time to read our values statement, contained within, which very much sets the scene for our work ethic.

We are a small academy trust with big ambitions. We're here to give children and young people a lifelong love of learning and equip them with the skills they need to realise their personal ambitions. Our schools are places where children flourish, in environments that celebrate success, deliver academic excellence and foster curiosity, inclusivity and creativity.

As leader of Plantsbrook School, you will be empowered to design and deliver an educational experience that truly meets the needs of your school community, within a fantastic built environment. You will benefit from supportive Trust leaders, excellent local governors, and a hugely invested staff body – all of whom are ready to be inspired by Plantsbrook School's new leader.

We create exciting futures – both for our learners and our staff, and we'd love to welcome you on board.

I look forward to hearing from you.



Claire Pritchard, CEO



# Welcome from the Chair of Local Academy Committee

Phil Arkinstall, Chair of Local Academy Committee

Thank you for taking the time to consider applying for the role of Headteacher at Plantsbrook School.

Plantsbrook is a fantastic school located in the heart of Royal Sutton Coldfield and has a wonderful group of staff and students. The school is in a period of transition and needs a strong leader with the ability to embed change.

I believe this is a fantastic opportunity for an inspirational leader to start a new chapter for the school. The Local Academy Committee are fully committed to Plantsbrook School, providing both extensive support and challenge to its leaders. As Chair, I look forward to working closely with the new Headteacher on the schools exciting future.

In this recruitment pack we hope to give a flavour of the school and a clear indication of what we are looking for in our new Headteacher. If you feel you could lead our school to the next level of success and this opportunity is right for you, we look forward to hearing from you.

Phil Arkinstall, Chair of Local Academy Committee





# About Our Trust

## Our Vision

Broadleaf Partnership Trust will lead and enable community centred schools that raise and realise aspirations, celebrate successes, and promote a lifelong love of learning.

## Our Values

**Aspiration-** We celebrate a culture of continuous improvement, where all stakeholders are motivated to achieve the very best for every child. We aspire to create learning environments that foster curiosity, inclusivity, talent and creativity so that every child is encouraged to recognise their potential and develops ambitions that reflect their future goals.

**Alliance-** Working in partnership across our schools and in affiliation with stakeholders, across the education sector and beyond, we can access information and networks that help to continually develop our people, communities and practice. Our collaborative approach enhances the strength of unity across our Trust whilst simultaneously recognising the uniqueness of our schools. We align many of our operational aspects whilst empowering learning leaders to meet the curriculum needs of their community.

**Agility-** We are agile in our approach, embracing change, and focused on excellence. We ignite and harness people's passion by encouraging experimentation and innovation to make learning meaningful, build organisational resilience and ensure our approach stays current. We adopt a culture of shared and servant leadership across our Trust that enables action and provides the flexibility to respond and adapt to the ever-changing climate.



**Holland House Infant School and Nursery**  
Holland Rd  
Sutton Coldfield  
Birmingham  
B72 1RE



**Plantsbrook School**  
Upper Holland Rd  
Sutton Coldfield  
Birmingham  
B72 1RB



**Perryfields Academy**  
Oldacre Rd  
Oldbury  
West Midlands  
B68 0RG



**Town Junior School**  
Ebrook Rd  
Sutton Coldfield  
Birmingham  
B72 1NX



# About Our School

## Welcome to Plantsbrook School

At Plantsbrook School, we have a simple motto: be the best that you can be. That applies equally to our students and our staff, as we are passionate about releasing potential and giving people the finest possible future. We provide an exceptional education for everyone, from the most able to those with learning difficulties and visual impairments.

A broad and balanced curriculum, delivered with flair by our talented teachers, gives pupils the skills and qualities they need to take them to the next stage of their lives. Through extension work and a rich extracurricular programme, we do whatever it takes to expand their minds and broaden their horizons – and we want to do the same for you.

A career with us could create opportunities across the multi-academy Broadleaf Partnership Trust, so we are looking for the brightest and best. Our location in the Birmingham suburb of Sutton Coldfield places us right at the heart of the country – and to release your full potential we will place you at the heart of our heavy investment in professional development.

In return for your passion and commitment, you can expect an exceptional package including a cashback healthcare plan, free GP helpline service for you and anyone in your household, employee assistance scheme (offering free and confidential advice and counselling), opportunities to receive career coaching and a cycle to work scheme.

We are #ProudToBePlantsbrook, and you will be too.

## Quick Facts



Acting Headteacher: Ian Barton  
Pupils: 1540  
Staff: 185  
Ofsted: 2019 Good  
Information correct as of Sept 2022





# Job Description

**LOCATION:** Plantsbrook School, Sutton Coldfield

**SALARY:** L31-37 (£92,957 - £107,267)

**STARTING DATE:** September 2023

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## THE ROLE

The Headteacher will provide the leadership required at Plantsbrook School to achieve excellence. The Headteacher will contribute to the development and implementation of Broadleaf Partnership Trust's vision.

## REPORTING LINES

The post will report to the Education Director.

## STRATEGIC DIRECTION AND DEVELOPMENT

- Develop, communicate and implement a vision for the school that aligns with that of Broadleaf Partnership Trust in conjunction with the Senior Leadership Team.
- Promote and uphold the values and ethos of Broadleaf Partnership Trust in the school, such that the highest achievements are expected from all members of the school community.
- Formulate, devise and agree aspirational plans to achieve excellence for the school.
- Lead and embed successful change across the school.

## LEADING TEACHING AND LEARNING

- Take responsibility for raising academic standards and ensure the highest standards of learning outcomes.
- Ensure the provision of a high-quality, relevant and dynamic curriculum within Broadleaf Partnership Trust's curriculum framework that meets the needs of all students
- Promote and develop excellence in Teaching and Learning, ensuring a continuous and consistent school-wide focus on students' progress and development
- Drive innovation in education, ensuring the school demonstrates the agility to respond to a changing external environment and that the skills, learning and aspirations of children and young people are developing and enhanced at all key stages.
- Ensure the consistent implementation of robust tracking and monitoring systems that accurately identify and evidence students' ongoing and projected progress in all subjects.
- Ensure that assessment for learning is embedded in all teaching so that students understand fully what they need to do to realise their ambitions and make the best possible progress.
- Monitor, evaluate and review classroom practice; recognise and celebrate excellence, challenge under-performance at all levels and ensure appropriate action is taken in accordance with policies and procedures.
- Ensure the school holds ambitious expectations for all pupils with SEND and additional needs, establishing and sustaining culture and practices that enable all pupils to access the curriculum and learn effectively.

# Job Description

## LEADERSHIP OF PEOPLE

- Provide exemplary leadership for the whole school community.
- Collect, collate and respond to staff voice, ensuring rigorous action plans are enacted to effectively manage staff concerns
- Demonstrate a commitment to protect, promote and enhance the mental health and wellbeing of all staff.
- Ensure a high level of staff morale and ownership of the school's values and policies.
- Provide high quality training and development for all staff which empowers staff at all levels to lead and initiate improvements.
- Develop a high-quality leadership in both academic and pastoral areas.
- Manage performance effectively.

## STUDENT WELFARE

- Ensure a high-quality pastoral structure so that all students are supported to fulfil their potential.
- Ensure students are kept informed of curriculum attainment and progress and are able to understand targets and improvements.
- Ensure that good conduct and discipline are maintained and acceptable standards are understood and applied consistently.
- Create and maintain an atmosphere of respect, recognition, celebration and mutual support in the school.
- Lead and promote a strong safeguarding culture. Maintaining an environment in which students feel safe, valued and secure, that promotes their wellbeing and enables and equips them to report any concerns or complaints.

## RESOURCE MANAGEMENT

- Work with the Broadleaf Partnership Trust central team on the formulation of the annual budget.
- Manage the organisation such that physical resources are used effectively and efficiently in order to achieve a positive learning environment.
- Promote the highest achievement for all alongside value for money.
- Manage the budget, ensuring that expenditure is contained within it.
- Maximise the use of grants and other fund-raising opportunities.

## GOVERNANCE

- Advise and report to Broadleaf Partnership Trust Board, Executive Directors and the Local Academy Committee, as appropriate, to ensure strong accountability.
- Ensure that all involved with the school are aware of, and uphold their legal and statutory responsibilities.
- Ensure that policies of the Trust are implemented and upheld.

## PARTNERSHIPS AND PROMOTION OF THE SCHOOL

- Ensure that working in alliance, particularly with partner schools within Broadleaf Partnership Trust, is a strength of the school and enhances the opportunities available to students.
- Present a coherent and accurate account of the school's performance in a form appropriate to a range of audiences.
- Ensure successful transition for all students.
- Create links with other learning establishments to maximise opportunity for students and develop links with business, employers and training providers.
- Maintain a high profile image of the school in high quality public presentations.
- Continue work with other local organisations to ensure Plantsbrook School is a key part of the community and has a positive reputation.



# Job Description

## SCHOOL ETHOS AND COMMUNITY

- Create effective means of communication to ensure that all stakeholders in the school community (including parents and carers) are kept informed about, consulted on, and have an understanding of the aims of the school, its policies and procedures and future direction.
- Develop positive solutions to achieving the British values of diversity, dignity and equality in all aspects of service delivery and engagement with the broader community.
- Foster a culture where all members of the school community respect others and their physical surroundings.
- Provide appropriate systems of pastoral care to support the personal development of all students and create a caring climate in which self- confidence, self-respect and social responsibility are encouraged.
- Develop amongst teaching staff an outward perspective and desire to contribute to wider life of the school.

## SUPPORTING THE WORK OF BROADLEAF PARTNERSHIP TRUST

- Develop strong, positive relationships with Broadleaf Partnership Trust colleagues; contribute to collaborative work across Broadleaf Partnership Trust schools and support other staff in participating in trust-wide work and projects.
- Participate in Broadleaf Partnership Trust and sector- wide activities in order to share best practice, contribute to the development of Trust strategies and policies and promote the school and Broadleaf Partnership Trust in a national context.
- Undertake any other reasonable duties deemed appropriate to the role of the Headteacher.

Broadleaf Partnership Trust is committed to safeguarding and promoting the welfare of our children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake relevant safeguarding checks in line with Government safer recruitment guidelines.

# Job Description Person Specification

	ESSENTIAL
Qualifications	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• NPQH or equivalent</li> <li>• Evidence of appropriate professional development</li> </ul>
EXPERIENCE	<ul style="list-style-type: none"> <li>• Demonstrable success in leading through significant periods of improvement and development, preferably as a Headteacher or Deputy</li> <li>• Track record of achievement in raising educational standards.</li> <li>• Evidence of the ability to develop excellent relationships with young people and adults.</li> <li>• Successful experience of using target setting, data analysis and curriculum innovation to improve performance.</li> <li>• Experience in analysis of need and leadership in planning and implementing development initiatives for staff.</li> <li>• Evidence of promotion of innovation in teaching and learning.</li> <li>• A strong track record of working successfully with local community and key stakeholders</li> </ul>
KNOWLEDGE AND UNDERSTANDING	<ul style="list-style-type: none"> <li>• An in-depth understanding of school leadership and the school improvement strategies needed to achieve outstanding student progress and personal development.</li> <li>• Knowledge of current education legislation, national strategies, trends and innovation.</li> <li>• The ability to develop a philosophy of high aspiration and expectation for every student giving cognisance to SEND, equal opportunities, diversity, ethos and student management.</li> <li>• The ability to analyse performance and to articulate reasons behind successful achievement and poor performance.</li> <li>• Understanding of all relevant accountability frameworks.</li> </ul>



# Job Description Person Specification

	ESSENTIAL
SKILLS AND PERSONAL ATTRIBUTES	<ul style="list-style-type: none"> <li>• Clarity of vision and purpose, and ability to effectively communicate this.</li> <li>• A clear understanding and commitment to the school, Broadleaf Partnership Trust and its vision.</li> <li>• An ability to enthuse and engender a desire for learning and passionate commitment to excellence at all levels.</li> <li>• Ability to provide inspirational leadership with a sensitivity and wisdom in managing relationships with students, parents and staff.</li> <li>• High level interpersonal and communication skills.</li> <li>• Commitment to inclusive education providing opportunity for achievement for all.</li> <li>• Integrity, openness, energy and enthusiasm.</li> </ul>
EQUAL OPPORTUNITIES	<ul style="list-style-type: none"> <li>• A demonstrable commitment to supporting and promoting safeguarding, student welfare, equality and diversity</li> </ul>
SAFEGUARDING	<ul style="list-style-type: none"> <li>• A thorough understanding of up-to-date safeguarding requirements and best practice</li> </ul>
OTHER REQUIREMENTS	<ul style="list-style-type: none"> <li>• High expectations for every pupil and a proven track record of making a difference to the learning and experiences of pupils inside and outside the classroom.</li> </ul>

# Benefits Beyond the Classroom

## Employee Assistance Programme

Our EAP provides 24/7 access to a range of health and wellbeing services either via the phone or online, including structured counselling sessions, wellbeing resources, and financial and legal advisory services from trained experts.

## 24/7 GP Service

This service enables you and your immediate family access to a private GP service at any time of day or night. Appointments can be booked at a time to suit you, allowing you easy access to medical advice and diagnosis, private prescriptions and fit notes.

## Health Cash Plan

Our health cash plan allows you to reclaim costs related to dental, optical, therapeutic and other health related expenses, including diagnostic consultations, screening, hearing aids, surgical appliances and NHS prescriptions.

## Cycle to Work Scheme

This salary-sacrifice scheme allows you to purchase tax-free bicycle and safety equipment, spreading the cost over 12 or 18 months.

## Shopping and Lifestyle Discounts

Wider Wallet is an online discounts platform providing a range of offers and discounts from well-known retailers and high-street brands as well as discounts on dining, travel, technology, entertainment and days-out.

## Other Benefits

- Opportunities for career progression within an innovative and collaborative Trust
- Excellent CPD opportunities, including Coaching, tailored to support you throughout your career
- High-quality and comprehensive ECT development programme
- Flexible Working practices & supportive Time Off Work Policy
- Generous pension schemes





# How to Apply

If you are enthused by this exciting opportunity and want to join our team at Plantsbrook School we'd love to hear from you.

For further information and to apply visit our career site:  
[www.mynewterm.com/school/Plantsbrook-School/137053](http://www.mynewterm.com/school/Plantsbrook-School/137053)

Closing Date\*: Sunday 26th February at Midnight.

\*We reserve the right to close the advert early if a strong field of applicants is received prior to the closing date.

If you would like to speak to someone in advance of your application, or arrange an appointment to visit us, please contact the Headteachers PA on: 0121 362 7310\*2064 or please email Acting Headteacher [i.barton@broadleafpt.co.uk](mailto:i.barton@broadleafpt.co.uk)

Further information including an Applicant's Guide, Privacy notices and our Recruitment and Selection Policy can be found on our career site.

We are committed to equality and value diversity, and therefore particularly welcome applications from under-represented groups.

This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent and spoken English is an essential requirement for this role.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020, which means certain spent convictions and cautions are 'protected', so they do not need to be disclosed to employers. If they are disclosed, they will not be taken into account.

Broadleaf Partnership Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Successful candidates will be subject to an Enhanced DBS check, including a Barred List check.

