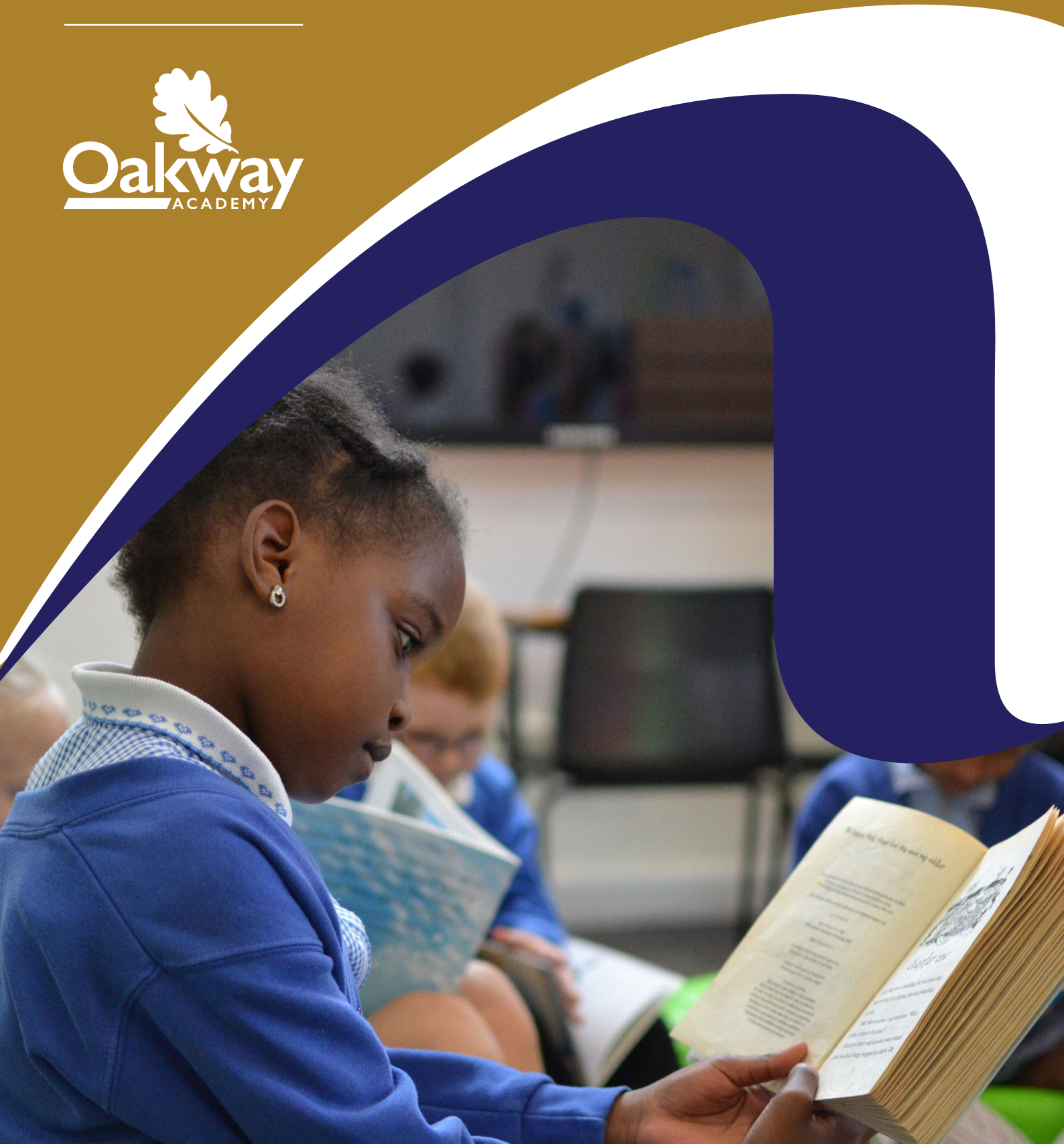




Principal

Oakway Academy
Candidate Pack



Dear Colleague

I am delighted that you have shown an interest in the role of Principal at Oakway Academy. Oakway Academy joined Hatton Academies Trust in September 2014. Our network consist of three primary academies, one secondary academy and a small central team. All of our academies are based locally in and around Wellingborough. We intend to grow over the medium term and incorporate at least two more academies by the end of 2023.

As an academy trust we aim for excellence in all that we do and work towards transforming the life chances of our students. All of our academies that have been visited by Ofsted in the past four years and have improved from their previous judgement. All of our primary academies were judged as inadequate before joining the trust.

As an academy sponsor, Hatton Academies Trust, is focussed on securing the very best educational experience and provision for its students. At Oakway Academy this belief has led to substantial and sustained improvements over the past three years. The academy continues to undergo a period of change to ensure it is a place the local community remain proud of. We are looking for an experienced and resilient leader to join our family of academies who is committed to making a difference to the lives of our students, many of whom come from disadvantaged backgrounds.

In addition to joining a dedicated and knowledgeable staff at Oakway Academy, you will also collaborate closely with the CEO, other Trust Principals and the Central Support Trust Team. You will have the opportunity to have an impact on how the trust develops over the coming years as it looks to grow and mature.

All of our Central Trust Team, Trust Directors and Principals come from a wide variety of backgrounds in education, business and other public sector organisations. What brings us together is a desire to secure excellence in all that we do and transform the lives of the students we serve.

As a local trust that was established in 2013, we serve the community of Wellingborough and the surrounding villages. We are responsible for the education of almost 2500 students. All of our academies are popular and either oversubscribed or have rising numbers on roll. Wellingborough is a rapidly growing town with excellent road, rail and bus networks.

All of our academies have a consistent, rigorous and continuous programme of school improvement. Oakway Academy is an outward facing organisation which regularly visits other settings to learn from them, carefully commissions external expertise to support its school improvement journey and takes the time to reflect and see how it can support its students even more effectively.

Our most valuable asset is our talented and dedicated team of highly qualified teaching and support staff. They provide care, guidance, support and inspiration to all students in a learning environment characterised by high standards of behaviour and mutual respect.

Applicants are invited to visit Oakway Academy for a tour of the school and to discuss the role with me on **Friday 10th January 2020 (AM)** or **Monday 13th January 2020 (AM/PM)**. To book a tour or request a telephone conversation with me, please contact Elaine Snell, Personnel Manager, on **01933 221417** or email **personnel@hattonacademiestrust.org.uk**

I look forward to meeting you soon.

Yours faithfully



Rob Hardcastle
Chief Executive Officer



Hatton Academies Trust aims to develop a local network of academies who work together to support all of our students. We succeed in this aim by ensuring our students foster an ambition to better themselves and to strive for excellence in all that they do. Indeed, our mission statement – Aiming for educational excellence and transformation in all our academies, reflects this clearly.

Hatton Academies Trust is responsible for the education of almost 2500 students. All of our academies are popular and either oversubscribed or have rising numbers on roll. We serve the locality of Wellingborough and the surrounding villages. Some of our academies are located in areas of longstanding economic disadvantage. Wellingborough is a rapidly growing town with an excellent road, rail and bus networks.

All academies in the trust are individual schools with their own vision and ethos that support the overall trust aims and vision of securing educational excellence and transformation. We enable our academies to work together on key areas of education such as curriculum, teaching and learning, professional development, finance and staff performance.

Our most valuable asset is our talented and dedicated team of highly qualified staff. They provide care, guidance, support and inspiration to all students in a learning environment characterised by high standards of behaviour and mutual respect. Staff across our academies and in our Central Support Trust Team know each other well and work together in a supportive and positive way.

Hatton Academies Trust aims are:

- To develop a network of academies working together to support all our students;
- To raise aspiration locally and individually;
- To develop a love of learning and a learning community in which staff, students and parents play a proactive role;
- To develop continuity and progression from pre-school to the workplace and university;
- To secure the strongest educational outcomes for all students at all ages;
- To focus relentlessly on teaching as our core activity;
- To develop confident, caring individuals and responsible citizens;
- To work together to secure local solutions to local, national and global challenges;
- To be an excellent employer with high expectations of staff and exceptional staff development.



ABOUT OAKWAY ACADEMY

Oakway Academy is part of Hatton Academies Trust, a network consisting of three primary academies, one secondary academy and a small central team. All of our academies are based locally in and around Wellingborough. As an academy trust we aim for excellence in all that we do and work towards transforming the life chances of our students

Oakway Academy caters for students between 4 and 11. It currently has 580 pupils on roll organised in 22 classes across seven year groups. Diamond Pre School occupies a setting on the site and provides Nursery education for families and the wider community.

PRIDE values underpin our ethos and practices and visitors will see, hear and experience Passion, Responsibility, Independence, Determination and Enjoyment. Students, families and staff are passionate about our academy and work together to ensure continued rapid progress and successes.

Oakway Academy joined Hatton Academies Trust in September 2014. The academy has an experienced senior leadership team with a clear structure of middle leaders with responsibilities for subject and year group leadership. There are approximately 85 members of staff who each belong to a staff team. The CEO and Directors of Hatton Academies Trust are actively involved in supporting the leadership team and are regular visitors to the academy.

Oakway was recently inspected by Ofsted in April 2019. The overall judgement was that the academy requires improvement but the elements of Leadership and Management, Personal Development, Behaviour and Welfare and Early Years were all good. This demonstrates the rapid progress made at the academy over the past three years. Its progress across key stage 2 in 2019 was above or in line with that made by all students nationally in Reading, Writing and Mathematics. This has significantly improved over the last three years. To see full details of the school performance data please visit:

<https://www.compare-school-performance.service.gov.uk/school/140853/oakway-academy/primary>

The academy boasts excellent facilities and it strives to provide an inclusive and expansive education for all of its students.

The on-site facilities include:

- New buildings opened in September 2016;
- Stunning Sports Hall;
- A purpose built Early Years base;
- A large and modern library;
- Extensive playgrounds and playing fields;
- New adventure playground facility.



Within all our Trust Academies staff well-being is paramount. Our Principals feel well supported and suitably challenged. They work regularly with the CEO to share professional expertise and to secure educational improvement. Our experienced and dedicated Central Services Team are also available to advise and support with IT services, HR, Finance & Payroll, Marketing and Estates Management.

The trust offer excellent professional development and guidance with potential for planned future career progression across all our academies. Through Hatton Teaching School Alliance we offer a range of development opportunities including Initial Teacher Training through Schools Direct, our very successful NQT and NQT+ I programmes, Improving Teacher Programme, Outstanding Teacher Programme and onto leadership development such as NPQML and NPQSL.

There are also a growing number of Cross Trust Leadership groups and forums. These groups consist of leaders from our primary and secondary academies and have been established to develop strategic thinking, support each other professionally and as an increasingly valuable form of professional development and problem solving.

Full STPC (including continuous service), is just one of the many staff benefits offered by Hatton Academies Trust. Further information on employee benefits can be found in our information booklet <https://www.hattonacademiestrust.org.uk/working-for-us/vacancies/>



Post Title: Hatton Academies Trust Primary Academy

Principal: Oakway Academy

Payscale: Leadership Spine: L20 to L24

Responsible to: Hatton Academies Trust Chief Executive Officer

Core purpose: To provide leadership, strategic direction, and management for the academy to ensure that it meets its aims and targets

SHAPING THE FUTURE (STRATEGIC LEADERSHIP)

- Ensures the vision for the academy is clearly articulated, shared, understood and acted upon effectively by all
- Works within the trust and academy community to translate the vision into agreed objectives and operational plans which will promote and sustain improvement in outcomes
- Demonstrates the vision and values in everyday work and practice
- Motivates and works with others to create a shared culture and positive climate
- Ensures creativity, innovation and the use of appropriate new technologies to achieve excellence
- Ensures that strategic planning takes account of the diversity, values and experience of the academy, trust and community.

LEADING LEARNING AND TEACHING

- Ensures a consistent and continuous focus on pupils' achievement across the academy, using data and benchmarks to monitor progress in every child's learning
- Ensures that curriculum development, teaching and learning is at the centre of strategic planning and resource management
- Establishes creative, consistent and effective approaches to learning and teaching
- Ensures a culture and ethos of challenge and support where all pupils can achieve success and become engaged in their own learning
- Demonstrates and articulates high expectations and sets ambitious targets for the whole academy community
- Implements strategies which secure high standards of behaviour, personal development and attendance
- Determines, organises and implements a diverse, flexible curriculum that meets the needs of its students and implements an effective assessment framework
- Monitors, evaluates and reviews classroom practice and promotes improvement strategies
- Challenges underperformance at all levels and ensures effective corrective action and follow-up.

DEVELOPING SELF AND WORKING WITH OTHERS

- Treats people fairly, equitably and with dignity and respect to create and maintain a positive academy culture
- Builds a collaborative learning culture within the academy and the trust
- Develops and maintains effective strategies and procedures for staff induction, professional development and performance review
- Ensures effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities
- Acknowledges the responsibilities and celebrates the achievements of individuals and teams
- Develops and maintains a culture of high expectations for self and for others and takes appropriate action when performance is unsatisfactory
- Regularly reviews own practice, sets personal targets and takes responsibility for own personal development
- Manages own workload and that of others to allow an appropriate work/life balance.

MANAGING THE ACADEMY

- Creates an organisational structure which reflects the academy's and trust's values, and enables the management systems, structures and processes to work effectively in line with legal requirements
- Produces and implements clear, academy improvement plans based upon rigorous internal and external self-evaluation
- Ensures that Hatton Academies Trust policies and practices are implemented and academy policies take account of trust and national policies requirements
- Manages the academy's financial and human resources effectively and efficiently to achieve the trust and academy's educational goals and priorities
- Recruits, retains and deploys staff appropriately and manages their workload to achieve the vision and goals of the academy
- Implements successful appraisal processes with all staff
- Manages and organises the academy environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations
- Ensures that the range, quality and use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all pupils and provide value for money
- Uses and integrates a range of technologies effectively and efficiently to manage the academy.

SECURING ACCOUNTABILITY

- Fulfils commitments arising from contractual accountability to the Hatton Academies Trust Board of Directors and Chief Executive Officer (CEO)
- Develops an academy ethos which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes
- Ensures individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation
- Works with Hatton Academies Trust CEO (providing information, objective advice and support) to enable him/her to meet their responsibilities
- Develops and presents a coherent, understandable and accurate account of the academy's performance to a range of audiences including Directors, parents and carers
- Reflects on personal contribution to academy achievements and takes account of feedback from others.

STRENGTHENING COMMUNITY

- Builds an academy culture and curriculum which takes account of the richness and diversity of the academy's communities
- Creates and promotes positive strategies for ensuring British values and challenging racial and other prejudice
- Ensures a range of community-based learning experiences
- Collaborates with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families
- Creates and maintains an effective partnership with parents and carers to support and improve pupils' achievement and personal development
- Seeks opportunities to invite parents and carers, community figures, businesses or other organisations into the academy to enhance and enrich the academy and its value to the wider community
- Contributes to the development of the education system by, for example, sharing effective practice with the trust, working in partnership with other academies and promoting innovative initiatives
- Co-operates and works with relevant agencies to protect children.

SAFEGUARDING AND SAFER RECRUITMENT

- Be the academy lead in responsibility for promoting the welfare of all children and young people
- Create an organisational culture which is vigilant to, monitors and prioritises the safeguarding of children and young people above all considerations.
- Ensure that the academy co-operates and works with relevant agencies to protect children.

HEALTH & SAFETY

- Work in compliance with Hatton Academies Trust's Health and Safety policies and under the Health and Safety at Work Act (1974), ensure the safety of all parties with whom contact is made
- Create an organisational culture which is vigilant and prioritises the health and safety of staff, pupils and visitors.

DATA PROTECTION

- Ensure compliance with the GDPR Regulations, the Data Protection Act 2018 and the Freedom of Information Act (2000).

ESSENTIAL CRITERIA

QUALIFICATIONS & TRAINING

- Qualified Teacher Status
- Good Honours degree

PROFESSIONAL EXPERIENCE

- Recent successful experience as a Principal, Head of School or Vice Principal or equivalent
- Knowledge and understanding of current educational policy and relevant statutory frameworks
- Successful experience of raising standards across academic and pastoral outcomes
- Successful track record of leading school improvement across a school or an academy
- A deep understanding of quality teaching and learning and how to achieve excellence
- Evidence of highly developed appraisal skills
- Effective management of people and resources, including the setting and management of budget
- Understanding of best practice in financial and employment matters
- Experience of creating dynamic teams of people and suitable structures to lead an academy
- Successful experience of fostering and maintaining effective partnerships with parents and the community to enhance students' learning
- Deep understanding and extensive knowledge of Child Protection and Safeguarding procedures

SKILLS & KNOWLEDGE

- Able to lead by example and empower them to improve
- Able to think strategically and creatively to anticipate and solve problems
- Able to secure improvement and challenge any underperformance
- Able to formulate a clear vision and achievable goals and secure commitment to them from others
- Able to identify new opportunities, convince others of their merits and lead these to drive academy improvement
- Able to operate in a culture of professional trust
- Able to communicate with a wide range of audiences
- Able to use / analyse assessment data systems to raise standards
- Able to provide clear direction and to inspire, motivate, challenge and influence others to achieve their goals
- Able to establish and sustain appropriate systems and monitor their effectiveness
- Confident in own ability to be effective and to take on challenges
- Able to deal sensitively with people and act with emotional intelligence
- A thorough understanding of, and evidence of successfully contributing to the self-improving school system

PERSONAL ATTRIBUTES

- Able to motivate others and to adopt a positive approach to education
- Embraces risk and innovation in pursuit of new opportunities
- A commitment to develop and maintain positive relationships with students, parents and the wider community
- Demonstrate respect and professionalism towards others at all times
- Act with integrity at all times
- Be resilient, optimistic and persevere when faced with challenges
- Engage in dialogue with others when problem solving
- Be decisive and focussed on solution finding
- Commit to the highest quality professional development for self and others
- Inspire others to fulfil their potential and achieve highly

EQUAL OPPORTUNITIES

- Understanding of equal opportunities issues and an ability to demonstrate strategies to challenge discrimination and prejudice
- A commitment to inclusive education

ADDITIONAL DESIRABLE CRITERIA

- Masters Degree
- NPQH
- Part of a leadership team that has achieved Ofsted good or outstanding in the last five years

SAFEGUARDING STATEMENT

Hatton Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

We undertake clear procedures to ensure that all staff appointed to the academy are suitable to work with children and young people:

- Enhanced Disclosure & Barring Service Checks (including Barred List check)
- Childcare Disqualification Regulations checks
- Two satisfactory references are required
- Identity and eligibility to work in the U.K. is verified
- Application forms will be checked for unexplained breaks in service
- Occupational Health Clearance
- Qualified Teacher Status, Prohibition, Section 128 and if appropriate EEA sanctions are checked with the Teaching Regulation Agency
- Any other appropriate listings or checks may be carried out

This post is exempt from the Rehabilitation of Offenders Act 1974 and all information should be disclosed. Personal information provided by candidates will be kept in a secure file in the academy and will not be released to third parties outside the academy without the permission of the person concerned, except where there is a legal requirement to do so. For more information refer to the Trust Recruitment Policy, DBS Policy and Privacy Statement <https://www.hattonacademiestrust.org.uk/working-for-us/vacancies/>

