



Dear Candidate,

Barton Peveril Sixth Form College has enjoyed a golden period of improved student outcomes, strong growth in learner numbers, financial security, fabulous improvements in our estate, expert leadership and enviable stability. But there is nothing complacent about us! The challenge is to ensure it is ready to take this journey on to the next level for the next decade.

In the nearly 14 years that the current Principal has been at the College it has enjoyed considerable success. The College has improved its value added achievements so that in 2019, the last year of national exams, its ALPS score at A level placed the college in the top 16-20% of all providers. Vocational value added had at one point reached ALPS 2 but dropped back to 4 with the decision to move early to the reformed AGQs. It is now ALPS 3. The college self-assesses as outstanding in terms of student outcomes and performance. It is awaiting an Ofsted inspection, delayed by covid.

The Corporation has long supported a curriculum vision which has aimed to provide breadth and lifelong value to our students, both in their employment and wider lives. There are around 100 Q-XTRA (enrichment) courses and clubs available to students alongside their level 3 qualifications. Student support is outstanding and is an integral part of our vision of how we meet student needs and prepare people for their futures. We have employed professionals in student progress, careers, health and SEND to make a wrap-around service.

The college has developed the quality of teaching and learning through weekly team meetings, and high quality, highly valued, professional development, predominantly in-house. Our focus over recent years has been on developing student independent learning (with excellent use of Google classroom throughout college), on developing the most effective teaching and learning strategies such as assessment for learning, developing long term memory techniques, and helping staff and students to reflect and articulate their progress.

The College had nearly 2,300 students in 2008 and has grown to 4,400 in 2021, a 91% increase in student population. Our objective has been to increase the proportion of young people coming from our 10 traditional partner schools in the Eastleigh Borough and Romsey but as the reputation for the quality of student experience and outcomes has grown, the number coming from other regions beyond the historic catchment has grown too. For the first time this year the college has had to introduce a postcode based restriction into its admissions policy.

The financial position has been rated outstanding for successive years. It weathered the frozen rate of funding well, has always honoured SFCA negotiated pay awards, and delivered strong surpluses. The estate has been thoroughly modernised and extended and must be amongst the best in the sector with the feel of a small

university. The college has just been awarded a £4m grant from the ESFA as part of the 16-19 capacity fund which will part fund its latest project, a new Business School with 28 new classrooms costing £8m. This will bring the total capital investment in buildings between 2008-2022 to £27m.

The college enjoys excellent relationships with local stakeholder schools, universities, politicians and the communities it serves. It is trusted and enjoys an excellent reputation amongst these organisations and the people who work / live in them. It has a constructive relationship with staff trades unions and has made one of the corporate objectives to value and develop our staff.

The success that the College has enjoyed under the leadership of the current Principal poses a duty on the Corporation to secure this legacy and make the right appointment for the next phase of the College's journey. We are excited and confident at the prospect and very much look forward to strong applications from dynamic, passionately motivated and well qualified education leaders. If you are excited by what you know or read about us and believe you have the skills, experience and vision for this post, we would like to hear from you.

Please would you complete our application form, including the supporting statement section, explaining why you feel your skills and experience are such a good fit for this post. I and the selection panel of governors, very much look forward to reading your application.

Kind regards

Chair of Governors

## Job Description

**Job Title:** Principal

**Line Manager:** Chair of Corporation

**Line Manages:** Vice Principals; PA to the Principal

### **Job Purpose**

**To enable the College to deliver its mission to be "A strong community in which each individual is committed to the highest standards of effort, achievement and ambition"**

by:

- Leading the effective evolution and delivery of the College's Strategic Plan (2020-23) according to its current strategic priorities:
  - To concentrate on using the most effective teaching and learning strategies, to ensure student outcomes at Barton Peveril consistently match or better the top quartile of schools and colleges nationally.
  - To address the needs of individual students in order to minimise any achievement gap for identified categories of learner.
  - To value, invest in and reward the efforts and commitment of our staff.
  - To develop our estate and facilities to surpass the needs and expectations of those who wish to study or work in the college.
- Leading continual improvement in College performance, with a focus on the quality of learning, the curriculum purpose, the student experience and the levels of achievement;
- Providing outstanding leadership for the College internally and in terms of external stakeholders;
- Effectively leadership and management of the College's financial and other resources;
- Managing the College within the framework of the Instrument and Articles of Government, the Financial Memorandum, as provided by law, and within the terms of delegation of the Corporation;
- Acting as the Chief Executive and Chief Accounting Officer for the College.

## VALUES

Promoting the Values of the College which students are expected to sign up to as set out in the Strategic Plan, currently:

### **My academic progress:**

- Making learning my priority and my responsibility
- Adopting an open mindset and responding constructively to feedback

### **Planning my future:**

- Understanding how learning can open the door to a more fulfilling life
- Developing my employability skills for success in the modern economy

**Overcoming obstacles:**

- Having high expectations of myself
- Empowering myself and being resilient

**Skills for life:**

- Showing kindness and respect for others
- Giving something back to my community

**Mindful of my health:**

- Taking active steps to maintain my own good health

**MAIN RESPONSIBILITIES:**

Against the framework of the mission, primary role, key responsibility and context, the Principal's role and responsibilities include the following:

**Delivery of the mission**

- Propose, and advise on the evolution of the College curriculum and mission
- Develop, together with governors and stakeholders, comprehensive strategic plans which will direct College activities necessary to achieve this
- Implement, manage and assess the results of these plans and activities
- Develop proposals for improvement and change where necessary
- Promote the mission and plans and lead in the implementation
- Secure knowledge and intelligence to ensure a sound basis for planning
- Establish appropriate and effective relationships and networks within the sector and wider community to ensure linkage of College activity to stakeholders

**Continual Improvement**

- Establish robust self-assessment and performance management processes to support improvement
- Lead a continuous pursuit of quality and improvement
- Establish best-practice standards and expectations
- Commit to self-development
- Encourage similar development in all staff

**Leadership**

- Provide inspirational leadership for the College, its Senior Management Team, its staff, and its students
- Be a good role model for integrity in conduct, and motivation to achieve
- Inspire outstanding teaching and learning in the College
- Consult widely and communicate effectively with staff, students and stakeholders
- Establish and develop appropriate management structures and processes
- Promote the College within its local community and play a part in shaping the strength of education and leadership in the community
- Demonstrate outstanding judgement, and where appropriate courage and innovation in planning and decision making

## **Management of resources**

- Perform Chief Accounting Officer responsibilities
- Ensure the College is financially sound on an ongoing basis
- Ensure achievement of value for money in all disbursements
- Ensure visionary and excellent development of the College premises and facilities
- Ensure implementation of appropriate risk management and business controls, and that they operate effectively

## **Management within regulatory framework**

- Manage College operations according to plans and policies approved by the Corporation and within the limits of the Principal's delegated authority
- Advise on, and facilitate the business of the Corporation, its Committees, and governors
- Ensure that College activities are compliant with the provisions of the Instrument and Articles of Government, and with the Learning and Skills Council's Financial Memorandum (or with any successor of that)
- Ensure that College activities are carried out within the law and provisions of external regulators
- Ensure that College processes and procedures keep abreast of new regulatory requirements

<b>Person Specification</b>	<b>Essential</b> <b>Method of assessment</b> <b>A - Application; I - Interview</b>	<b>Desirable</b>
<b>QUALIFICATIONS, TRAINING AND EXPERIENCE</b>	<p>A good honours degree in an academic subject, or equivalent qualification and/or experience, and a postgraduate teaching qualification (A)</p> <p>Evidence of continuous commitment to personal/professional development (A&amp;I)</p> <p>Professional training closely relevant to the role of Principal (A)</p> <p>Substantial experience of working in a senior management role in a teaching institution (A&amp;I)</p>	<p>Experience of working in a senior management role in 16-19 education (A&amp;I)</p> <p>Experience of working in a sixth form college (A)</p> <p>Further Degree, or equivalent qualification, relevant to Education and/or Leadership (A)</p>
<b>LEADERSHIP SKILLS</b>	<p>Demonstrable ability to motivate, inspire and lead people and teams (A&amp;I)</p> <p>A track record of promoting outstanding teaching and learning and the high performance of all college staff (A&amp;I)</p> <p>Evidence of excellent judgement and sound, well informed decision making (I)</p> <p>Evidence of change management; establishing, recognising and developing healthy cultures in organisations (A&amp;I)</p> <p>Driven by a commitment to the</p>	<p>Experience of working with a governing body and its members (A&amp;I)</p>

	<p>highest expectations of self and others, and to establishing a culture of continuous improvement (I)</p> <p>Pro-active commitment to nurturing external relationships to strengthen the position of the organisation in its wider environment and commitment to wider systems leadership (A&amp;I)</p> <p>Evidence of innovation, creativity and courage in your leadership (I)</p>	
<b>VISION AND STRATEGY</b>	<p>Identify with, and committed to deliver, the College mission and priorities and to shape future iterations effectively (I)</p> <p>Evidence of personal, significant, contribution to the development and review of vision and strategy (I)</p> <p>Evidence of successfully turning strategy into effective action (A&amp;I)</p> <p>A confident familiarity with curriculum and pedagogical thinking and the ability to use this to underpin the future curriculum of the College (A&amp;I)</p> <p>Demonstrable experience of using performance management to help drive delivery of strategy (A&amp;I)</p>	
<b>COMMUNICATION</b>	<p>An outstanding communicator, both verbally and in writing (A&amp;I)</p> <p>Experience, as a senior manager, of galvanising and inspiring students and staff (I)</p> <p>Demonstrable and well-honed negotiation and persuasion skills (I)</p> <p>Commitment to instilling in staff and students, the highest standards of integrity and conduct (I)</p> <p>Able to build effective working relationships and trust, within and beyond the College (I)</p>	

	Ability to interpret complex information and to explain the key elements with clarity	
<b>UNDERSTANDING AND KNOWLEDGE OF RESOURCES</b>	<p>Understand the curriculum and support needs of the 16 to 19 age range (A&amp;I)</p> <p>Understanding of the key educational issues affecting the 16 to 19 sector, and able to anticipate, and plan for, future challenges (A&amp;I)</p> <p>Evidence of sharp insight into the political influence and shaping of education policy and the impact and influences of the DfE; ESFA; and professional bodies such as the SFCa and AoC, LA and LEP (I)</p> <p>Financially astute, with the ability to understand budgeting and risk management (I)</p> <p>Knowledge and understanding of Employment Law and SFC contracts, and significant experience of handling challenging issues related to staff (I)</p> <p>Understand the ways in which IT can enhance and improve college activity (I)</p>	<p>Experience of responsibility for, and effective delivery of, the allocation of resources at a senior management level (I)</p> <p>Experience of effective risk management at senior management level (I)</p> <p>Understanding the key elements of the legal and regulatory framework within which the College must operate (I)</p>
<b>PERSONAL COMMITMENTS</b>	<p>Evidence of a passionate commitment to education and its role in enriching the futures of sixth formers and the communities in which we live (A&amp;I)</p> <p>An unwavering commitment to promoting and celebrating a culture of full inclusion and diversity (A&amp;I)</p> <p>A profound understanding of the importance of safeguarding, prevent, and keeping children safe in education (A&amp;I)</p> <p>Evidence of a strong commitment</p>	



	<p>to equality, diversity and inclusion (I)</p> <p>Evidence of a strong commitment to Corporate Social Responsibility and Health and Safety (I)</p>	
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## College Structure

