

PRINCIPAL WATERHEAD ACADEMY, OLDHAM :

RECRUITMENT INFORMATION PACK



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A message from the Chair of the Trust

Dear Colleague

Thank you for expressing an interest in this post.

We are seeking a Principal to lead Waterhead Academy who will be available to start in September 2020. Jane Acklam, the CEO of our Trust will lead strategically with you in this role. We are looking for a leader with special qualities, who will benefit from this strong partnership. If you are the person we are looking for you will have the following leadership skills:

- Competence and expertise at a high level already
- You will have a strong sense of what brings success in schools with high levels of disadvantage and be able to demonstrate a clear track record of raising performance and of partnership working



- Strong belief in building professional capital in all staff
- A deep understanding of what works in teaching and how to improve teaching quality
- Strategic leadership of significant school-wide improvement
- Raising standards of student academic and personal achievement
- Confident and uncompromising leadership of behaviour, attitudes to learning and parental engagement
- Outstanding communication in both speech and writing

- An unfaltering commitment to student and staff development
- Holding staff to account, quality assurance and effective appraisal.
- And a commitment to improving outcomes for the 5000+ students across our academies.

My Board of Trustees, working with and through the Sponsor, South Pennine Academies, will ensure that Waterhead provides the very best educational success for our children. A dynamic, challenging and supportive relationship between Local Governors, Sponsor, CEO and Principal is expected - working together to create an outstanding Academy.

If you think that you may be the right candidate for this exceptional role, then we look forward to receiving your application.

If you would like to discuss the role in more detail, then please do not hesitate to contact our CEO, Jane Acklam.

Yours faithfully

Phil Wheeliker MA MPhil MBA DUniv
Chair of the Board of Trustees
South Pennine Academies



South Pennine Academies

South Pennine Academies works in partnership to raise levels of attainment and aspirations of all students. South Pennine Academies is very well placed to create a unique institution characterised by high achievement and success. The Trust has a national reputation for excellence and has a solid track record of partnership working with employers, universities and local schools.

The benefits that South Pennine Academies brings are immense, adding their expertise and ideas as well as opening up life-enhancing opportunities to all students.

The key to the Waterhead's success will be the development of a shared vision, effective and transformational leadership and management, robust partnership arrangements, high quality and focused teaching which guarantees students learning and success. This all needs to be achieved amongst a strong and cohesive staff body.

Waterhead students will show good manners, work hard and be honest at all times. They will learn, share and succeed, together.



The Trust

The relationship you will develop with Jane Acklam, as CEO of the Trust, will ensure that this Waterhead Academy runs extremely well day-to-day and performs highly effectively. It is imperative that, as Principal, you take the Academy on a journey to outstanding by implementing and developing:

- ✓ Academy culture and ethos
- ✓ Quality of teaching
- ✓ Progress and achievement
- ✓ Leadership and management at all levels
- ✓ Academy conduct and student behaviour
- ✓ Transition, student numbers and parental engagement

South Pennine Academies is based in Huddersfield West Yorkshire. We work across three local authorities Kirklees, Oldham and Calderdale. We operate five academies in the Kirklees borough, and the Huddersfield Horizon SCITT. The trust has a range of converter and sponsored academies and has opened two free schools. Our teacher training arm, HH SCITT achieved 'outstanding' in its first inspection in 2019, and regularly places trainees and NQTs at Waterhead Academy.

We currently operate in areas of high social disadvantage and with high levels of students and families from ethnic minority groups. We have strong experience of working with local community groups to support us in delivering learning experiences of the highest standard.

Vision

- To develop a group of closely partnered academies
- To ensure all academies are world class centres of Excellence for Teaching and Learning
- To ensure the Trust plays a pivotal role in improving the life chances of students
- To develop local solutions and partnerships to meet local needs
- To promote school improvement with inclusion and diversity at its core

Values

South Pennine Academies believes in school improvement through a partnership model. This brings drive, expertise and capacity to the school improvement agenda. We recognize and encourage each academy's unique characteristics and ethos, reinforcing their individual identities within their respective communities.

Working within a multi academy trust allows school to school support to flourish. Becoming part of our partnership will allow you to become a leader not a follower and be involved in shaping the partnership rather than having it shaped for you.

Key Priorities

- Strong and Effective Leadership
- High Performing Staff
- Successful Students
- Engaged Community

South Pennine Academies is committed to improving educational opportunities in the communities it serves. Our four 'Key Priorities' support the trusts vision and values and are delivered via the strategic objectives linked to annual KPIs.

STRONG AND EFFECTIVE LEADERS

Strong systemic multi skilled leaders, who have vision and belief, are key to the trust. Principals who use targeted support to build capacity in leadership teams, managing change and sustaining a whole school approach that leads to improved outcomes for all students across the trust. Passionate leaders who are engaged in meaningful activity that improves students' lives. Team players inspiring progression and creativity, valuing the contributions stakeholders make.

HIGH PERFORMING STAFF

Targeted strategies are used to ensure teachers, support and business support staff have the capability and flexibility to deliver high quality educational opportunities and services. Highly effective professional development is essential for all staff. Working with Teaching Schools and local providers, ensures that staff needs are met, whilst maintaining a clear focus on local and national priorities. A highly productive, happy workforce is essential in sustained school improvement.

SUCCESSFUL STUDENTS

Every student, in every phase needs a personalised approach. We ensure opportunities in response to individual needs and empower individuals to contribute to their communities and continue to learn throughout their lives. A rich curriculum is essential, providing opportunities that lead to highly engaged students, who are articulate and communicate effectively. Students who feel their contributions are valued, students who become highly effective members of society.

ENGAGED COMMUNITY

Nurturing and maintaining positive, valuable relationships between school staff, students, their families and the broader community leads to improved outcomes for students. Local community capacity is strengthened when it is built on trust, respect for others, common goals and high expectations for students' achievement. We are committed to engaging strategies to ensure our key priorities are not only met but exceeded wherever possible. Strategic planning with a range of organisations is effective in meeting individual needs. clear focus on local and national priorities. A highly productive, happy workforce is essential in sustained school improvement.

Waterhead Academy

Waterhead Academy joined South Pennine Academies in September 2016, as a sponsored academy, transferring from another Trust. Since then the Trust has also converted three primary academies in east Oldham who also act as feeder schools. Waterhead is an 11-16, inclusive academy, the academy has a strong student roll, is financially stable and continues to improve first choice admissions year on year. Trustees have recently agreed the PAN will be 1350 (an annual admission number 270).

In April 2019 the academy was inspected and achieved a 'Requires Improvement' judgement. We are looking for a leader who is committed to working in Oldham, and supports the Trusts improvement in this area. Oldham is an DfE 'Opportunity Area' so attracts additional support and funded improvement projects, assisting the improvement journey.

Waterhead is based in a purpose built building, nearing 10 years old. It provides high quality facilities to support high quality learning.



Progress and attainment have improved year on year yet are still stubbornly below national average. Our next leader will be passionate about 'cracking' this trend, ensuring all our students leave having closed the disadvantaged gap and can strive confidently into adulthood.



Attendance is above national average. Our students are amazing, they develop as confident young adults as they progress through the academy, seizing opportunities from a rich and well extended curriculum. We have excellent links with post 16 providers.

Last year the academy achieved the 'School Mental Health Award' at silver and was also named the winner of Accord's National Inclusivity Award.

Waterhead has a strong and effective Local Academy Board, who are advocates for the local area and community.

We hope you are intrigued and want to find out more, this is your opportunity to make a real difference!

We are offering the opportunity to visit; details are listed below.

Find out more....

Links

<i>DfE</i>	https://www.compare-school-performance.service.gov.uk/school/144508/waterhead-academy/secondary https://www.get-information-schools.service.gov.uk/Establishments/Establishment/Details/144508
<i>OfSted</i>	https://reports.ofsted.gov.uk/provider/23/144508
<i>Oldham</i>	https://en.wikipedia.org/wiki/Oldham
<i>Website</i>	http://waterheadacademy.co.uk.gridhosted.co.uk
<i>South Pennine Academies</i>	https://www.southpennineacademies.org
<i>Huddersfield Horizon SCITT</i>	https://huddersfieldhorizon.com
<i>National Inclusivity Award</i>	http://accordcoalition.org.uk/inclusivity-award-2020/

THE SELECTION PROCESS

How to Apply

Thank you for taking time to read and digest our information. If you wish to apply for the post of **Principal** then you should;

- Follow the link to complete the online application form.
- Complete the application form fully, ensuring all details are accurate and all declarations are signed. Please ensure you enclose two professional referees with one being your current employer (with email addresses if possible). Do not enclose additional CVs.
- Ensure you fully complete the relevant skills and experience section of the form, addressing the key characteristics and experiences outlined in the person specification and the unique contribution that you could make to the future success of the Academy.
- Submit your application by **9am Monday 24th February 2020**
- Two references will be taken up prior to the interview process, please ensure your selected referees are prepared and fully aware of your application.

Timetable for the selection process

- Closing date for applications: **9am Monday 24th February 2020** (late applications will not be considered)
- Selection Days: **Wednesday 4th March 2020 and Thursday 5th March 2020**

Please note: 4th March will be based at Waterhead, Oldham and 5th March will be based in Huddersfield.

If you would like to visit Waterhead prior to applying, please contact Madasara Ali – madasara.ali@southpennineacademies.org.uk to arrange a convenient time with either the Chief Executive or Academy Improvement lead.

Successful applicants will be required to undertake a Criminal Record Check via the DBS. 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.

Joining South Pennine Academies

- The Trust is committed to developing all staff within their roles and creating opportunities for further career progression.
- **Pension** – Every employee of South Pennine Academies has access to the Teachers' Pension Scheme or the Local Government Pension Scheme.
- Access to a wide range of **health and well being benefits**, including private medical services, nursing support, physiotherapy, and counselling services.
- **Peer coaching** from within the Trusts excellent experiences leaders.
- **Continuing Professional Development** – It is crucial that you are supported in your professional development. The Trust will support you with your NPQH / NPQEL or a master's qualification.
- **Centrally Provided Development** - As a Trust we ensure that we work collaboratively and share best practice. You will be involved in sessions such as 'Raising the Standards of the Leadership of Teaching, Learning and Assessment', our Annual Governors' Conference and much more.

We also have a Partnership Board Meeting which is where all our Principals and CEO meet on a monthly basis to provide strategic direction and leadership to ensure a collective responsibility to uphold the Trusts vision, values and key priorities.

- **Principal Induction Programme** - A bespoke Principal Induction programme has been designed to support you in your role and takes place throughout your first year. This programme covers areas such as Governance, Health and Safety, The Academies Financial Handbook, Financial Management and Controls, Human Resources Policies and Practice.
- The opportunity to work **cross phase** with Principals and take an **active role** in **peer review** of academies across the Trust.
- **Potential for performance related bonus for exceptional performance.**

Job Description – Principal

L32 – L38

Up to £104,919

NB: Starting point dependent on experience

The Trustees, CEO and Local Academy Board are seeking an outstanding person for the post of Principal to lead an exceptional Academy. The successful candidate will believe passionately that all children, regardless of background can make strong academic and personal progress and succeed.

Purpose of the post:

To provide leadership of the Academy

To achieve outstanding success.

Key responsibility areas:

- Strategic leadership and effective operational management
- Leadership and management of students' attainment and progress
- Leadership and management of staff
- Leadership and management of a rich and varied curriculum that meets the needs of all students
- Leadership of learning and teaching that is of a high standard and raises aspirations and ensure students achieve highly
- Financial leadership and management
- Management of resources and premises
- Leadership and management of the Academy within its community.
- To undertake the duties associated with being the responsible person for fire safety/regulations within the academy.

Strategic direction and development:

The Principal will:

- Develop and communicate a clear strategic vision
- Motivate and empower others to carry the vision and values of the Academy forward

- Be responsible for the management, development and resourcing policies of the Academy
- Recruit students and staff, in-line with statutory requirements.
- Manage a complex organisation effectively and ensure the successful implementation of radical change
- Work in harmony with the Sponsor, Local Academy Board, Trustees, local schools, other Academies and other partners as appropriate.
- Ensure that the academy is meeting all statutory requirements as laid down in the academies financial handbook and funding agreement.

Teaching, learning and students

The Principal will:

- Ensure an Academy ethos in which students are supported to become confident, happy and well-rounded young adults who show good manners, work hard and are honest in all they do
- Meet the substance of the statutory requirements of the National Curriculum and assessment procedures
- Provide a broad, effective and relevant curriculum
- Ensure that the curriculum delivered, stretches students at all levels
- Quality assure the curriculum for both quality and value for money
- Implement effective assessment, recording and reporting systems of student progress
- Be relentless in securing highly effective teaching and teachers
- Secure high expectations across all students and staff groups
- Secure high standards of respect, conduct and engagement
- Secure highly effective pastoral care, student welfare, student behaviour, and anti-bullying procedures

Leading and managing staff:

The Principal will:

- Lead the recruitment and selection of teaching and support staff

- Exercise effective staff management, lead and motivate others and generate highly effective working relationships at all levels
- Optimise the contribution of all staff to ensure excellent quality of teaching, learning and support to improve the quality of education
- Appraise all staff highly effectively and secure bespoke staff development
- Create and maintain excellent working relationships among all members of the Academy community
- Secure an Academy ethos in which the highest achievements are expected from all members of the Academy community.

Efficient and effective use of staff resource

The Principal will:

- Work with the Chief Executive Officer and Finance Director on the formulation of the annual budget in order that the Academy secures its objectives
- Plan, manage and monitor the curriculum within the agreed budget, setting appropriate priorities for expenditure, allocating funds and ensuring effective administration and control
- Manage and organise accommodation efficiently and effectively to ensure that it meets the needs of the curriculum, high quality teaching and health and safety requirements
- Ensure that the allocation of high quality teaching and use of accommodation provides a positive learning environment that promotes the highest achievement for all
- Monitor and evaluate the overall provision of value for money
- Seek to ensure adequate resources for the Academy.

Accountability

The Principal will:

- Be accountable to the Chief Executive Officer and Trustees
- Be accountable to the Chair of the Local Academy Board, their board and individual committees
- Work closely with the Chair of the Local Academy Board for the success of the school and teachers, support staff, students and parents
- Secure a positive working relationship with the Local Academy Board

- Provide information, objective advice and support to the Local Academy Board and Trustees to enable it to meet its statutory responsibilities
- Present a coherent and accurate account of the Academy's performance in a form appropriate to a range of audiences
- Ensure that parents /carers and students are well informed about attainment and progress and can understand targets for improvement
- Foster partnership work with the Sponsor
- Develop and encourage good relations between the Academy and the local community
- Work closely with the LA and other schools, locally, nationally and internationally.

Conditions of employment

- The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the contract of employment).
- To uphold the trust's policy in respect of child protection and safeguarding matters.
- S/he shall be subject to all relevant statutory requirements as detailed in the most recent School Teachers' Pay and Conditions Document.
- The post holder is required to support and encourage the ethos and objectives, policies and procedures of the trust and each academy as agreed by the board of directors and local governing bodies.
- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed.
- This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification at any time after consultation with the post holder.
- The post holder may be required to perform any other reasonable tasks after consultation with the post holder.
- All staff members are required to participate in the trust's agreed appraisal scheme, and adhere to the staff code of conduct.
- Please note, this job description should be read alongside the 'National Standards of Excellence for Headteachers' January 2015, which the Trust has adopted.

<https://www.gov.uk/government/publications/national-standards-of-excellence-for-headteachers>

Person specification

	Measured by: A - Application I - Interview R - Reference	Essential or Desirable
Experience		
Successful senior leadership within secondary / primary settings resulting in significant improvements	A, R	E
A record of implementing change programmes to raise standards in teaching and learning, quality of provision and improve outcomes for students	A, I, R	E
Recruiting, retaining and developing a skilled and effective team and motivating the team to achieve its full potential	A, R	E
A demonstrable track record of strategic and innovative thinking and translating this into effective outcomes for students and staff	A, R	E
Experience of working collaboratively and in partnership with a wide range of partners	A, R	E
Experience of effective financial and resource management	A, I, R	D
Experience of creating and sustaining positive relationships with a wide range of internal and external stakeholders	A, I, R	E
Skills, Abilities and Knowledge		
Think strategically, analytically and creatively	A, I	E
Deal with complexity and uncertainty, with a clear growth mind-set	I	E
Building and sustaining a learning community within a diverse workforce	I	E
Ensure effective practice and research evidence is used to improve outcomes for children and young people.	I	E
Knowledge and understanding of education policies and practices relating to the education and training of students	A, I	E

The ability to provide inspirational and strong leadership and create an ethos in which the highest achievements are reached by all members of the Academy community	A, I	E
Demonstrate, enthusiasm, commitment, passion and ambition to lead the delivery of high quality learning and teaching, raise student and staff aspirations and inspire students to develop to their full potential	A, I	E
The ability to analyse and use data to establish benchmarks and to set and achieve challenging targets for improvement	A, I, R	E
Ability to initiate and maintain innovative curriculum design and delivery to stretch the learning of all students	A, I	E
Ability to create strong, proactive and effective relationships with parents and the local community	A, I	E
Ability to act as both lead and team member, in fostering leadership potential in all	I	E
A commitment to social mobility and improving the life chances of all our students	A, I	E
Qualities		
A commitment to safeguarding and promoting the physical and emotional health and well-being of students	A, I, R	E
A belief in the right of students to a high quality education, raising standards of achievement by recognising the value and worth of each individual, providing teaching, learning and enrichment which stretches each student and supports them to become fulfilled, confident adults	A, I	E
The ability to implement the MAT vision, supported by a clear strategic plan, targets and goals for the Academy	A, I, R	E
Secure effective pastoral care, student welfare and significantly reduce instances of unacceptable behaviour	A, I, R	E
Able to employ the appropriate leadership style(s) and approach to develop staff and secure an ethos of harmony and mutual respect	A, I, R	E
Listen, reflect and communicate effectively	I	E
Resonance and emotionally intelligent	I	E
Tenacity, resilience and drive	I, R	E
A sense of humour	I	E

Education		
First degree or equivalent	A	E
QTS	A	E
Additional Post Graduate Study	A	D
Recent and relevant professional development	A	E
NPQH or working towards	A	D