



St Peter's High School

St Peter's Catholic High School and Sixth Form Centre
Stroud Road Tuffley Gloucester GL4 0DD

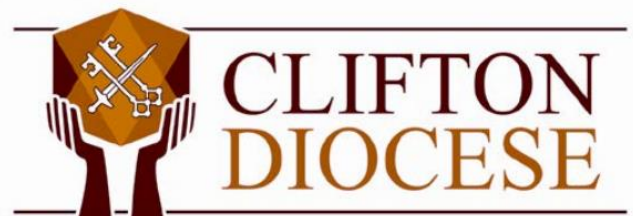
www.stpetershigh.net

enquiries@sphs.uk.com

High School Tel: 01452 520594 Sixth Form Centre Tel: 01452 509249



Principal Applicant Pack
April 2022





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Principal Applicant Pack Contents

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Dear Applicant

Thank you for your interest in becoming the next Principal of St Peter's High School and Sixth Form Centre.

St Peter's High School & Sixth Form Centre is a mixed 11 – 18 school with approximately 1500 pupils on roll. Our PAN for year 7 to 11 is 235. The Sixth Form consists of approximately 300 students with KS5 students showing real leadership and progressing to a wide range of destinations, including to prestigious universities and to sought after apprenticeships. 24% of our students receive Pupil Premium funding and 22% of our cohort has a special need or disability.

Whilst our students come from a broad range of backgrounds and have diverse academic needs, they all share Catholic values that underpin and permeate everything in the community, giving St Peter's the 'family' atmosphere that is commented on by anyone who has contact with the school. A recent example of this is the enormous amount of donations we received from our community to send to the Ukraine.

Our development and improvement plan outlines the direction we plan for the school. We are looking for a candidate who will lead us in realising this plan and build on the 'Good' judgement we received in our recent Ofsted inspection (January 2022).

It is important that applicants can demonstrate adaptability and flexibility to ensure that our school continues to flourish well into the future. We are looking for an inspirational, existing Head or an outstanding and capable member of a successful leadership team who can demonstrate that they have the ability to provide outstanding leadership.

We work within the Diocese of Clifton in cooperation with the Catholic Department for Education and our partner primary schools so that together we can provide a quality education for the greater good. Our new Principal will need to demonstrate their Catholic faith and the ability to provide the Catholic leadership that this school requires.

If you are appointed you will be supported by excellent staff, outstanding students, supportive families and a governing body which, with you, will enable St Peter's to build on its present excellent practice and to embrace the change necessary to take it to the next stage of its journey.

Our recent Ofsted report specifically commented on the quality of our Governance:

"Governors are knowledgeable about the school. They ask challenging and insightful questions about the quality of education. Governors monitor the safeguarding arrangements at the school well. Leaders and governors are mindful of the wellbeing of staff. Overwhelmingly, staff say they are proud to work at the school."

This position has arisen due to the retirement in August 2022 of our current Principal, Stephanie Layhe.

If you would like to visit us prior to application, please contact Karen Thompson, our HR Officer via KThompson@sphs.uk.com or on 01452 509248. I am also available for remote meetings should you wish to have an informal pre-application conversation.

We do hope that you find our vacancy of interest. If you believe you would be a suitable candidate and could make a valuable contribution to the next phase of our school, then we would encourage you to apply.

We look forward to receiving your application.

Sarah Costello-Byrne
Chair of Governors





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PRINCIPAL

Employer: St Peter's High School (a single academy)

Location: Gloucester

Salary: L37 – L40 (Negotiable for suitably experienced candidates)

Contract type: Full Time

Contract Term: Permanent

Due to the impending retirement of our current Principal, Mrs Stephanie Layhe, the Governing Body of St Peter's Catholic High School and Sixth Form Centre wish to appoint a practising Catholic with a strong personal faith and the vision, leadership and energy to build on our trajectory of improvement, which was confirmed in our January 2022 'Good' Ofsted judgement, and the Bishop of Clifton's vision for all his schools to be part of a strong Multi Academy Trust.

St Peter's High School is a popular, oversubscribed, single academy school and is held in high regard amongst our community. We are truly comprehensive and inclusive, taking great pride in providing a broad and balanced education for all students which extends beyond the 'taught curriculum'.

We are looking for a leader who will inspire pupils, staff, parents and governors as well as the wider community that we serve. We seek to ensure the best possible outcomes for each individual pupil. In addition to helping students achieve the school makes a strong contribution to pupils' spiritual, moral, social and cultural development.

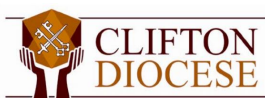
The successful Candidate will:

- Be a committed, practising Catholic with a strong personal faith and solid moral and ethical principles and values
- Be able to deepen and strengthen the ethos and purpose of Catholic education
- Be outward facing in working with its Catholic primary and Secondary schools to support the provision of high quality Catholic education across Clifton Diocese.
- Have a proven track record of successful leadership which has secured improved outcomes for all pupils at whole school level; progress, attainment and preparedness for education, employment and training
- Have a clear understanding and knowledge of how to create and improve opportunities for all pupils, including the most vulnerable, to achieve their vocation by ensuring the highest quality education and enrichment
- Understand the current educational climate with strong financial acumen.

In return, we can offer:

- A community of faith, where all pupils are valued and cared for
- An experienced and committed Senior Leadership Team focussed on continual improvement
- A dedicated and hardworking team of staff who are ambitious for all pupils
- A positive, warm and supportive working environment where everyone feels valued and where staff wellbeing is prioritised

For further information about the school, please visit [St Peter's High School - Home Page \(stpetershighschool.org.uk\)](http://stpetershighschool.org.uk)



Visits to the school are encouraged. To arrange a visit please contact Karen Thompson, our HR Officer via KThompson@sphs.uk.com or on 01452 509248.

Governors are willing to offer a relocation package should the successful applicant be moving to the area.

This appointment is supported by ASCL's Leadership Appointment Service. If at any stage of the application process you would like an informal confidential conversation about the post, please email Carl at ASCL Leadership Appointment Service carl.elder@ascl.org.uk to arrange a suitable time.

St Peter's High School is committed to ensuring the safeguarding of its students and community are at the core of all recruitment processes and at the forefront of its vision .

Completed applications must be submitted electronically to recruitment@sphs.uk.com

Applications must be submitted by 9:00am on Tuesday 3rd May 2022.

Shortlisting will take place on Wednesday 4th May and candidates will be notified by email shortly thereafter.

Interviews are scheduled to take place on Monday 9th and Tuesday 10th May 2022.

The appointed person will be required to sign the Catholic Education Service contract.



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PERSON SPECIFICATION FOR THE PRINCIPAL OF ST PETER'S RC HIGH SCHOOL AND SIXTH FORM CENTRE, GLOUCESTER

Factor		Essential	Desirable
Faith	• Practising Catholic	*	
	• Participation in faith community	*	
	• Previous leadership of acts of worship	*	
	• Understanding the distinctive ethos of a Catholic school	*	
Leadership	• Ability to inspire staff, students and parents	*	
	• Effective teamwork	*	
	• Excellent delegation skills	*	
	• Raising standards within budgetary constraints	*	
	• Fully conversant with the process of school self-evaluation	*	
Vision	• Developing further the St Peter's Catholic ethos	*	
	• Taking St Peter's to the next level	*	
	• Catholic education	*	
	• Pupils' learning and achievement	*	
	• Continuous professional development	*	
	• Performance management	*	
	• The role of St Peter's in the local community	*	
	• The role of the governing body	*	
	• Initial Teacher education	*	
	• Developing future Senior Team members	*	
	• Developing deeper partnerships with other Clifton Diocese schools including a knowledge of Multi Academy Trusts	*	
	• Being outward-facing with the wider community	*	
Qualifications	• Qualified Teacher Status	*	
	• National Professional Qualification for Headship		*
	• First degree or equivalent	*	
	• Higher degree or equivalent		*
	• Safer recruitment in education		*
Experience	• Catholic Certificate of Religious Studies or equivalent		*
	• Previous school leadership at Senior Team Level	*	
	• Previous Headteacher or Principal role		*
	• Experience of being a leader within an Academy Trust		*
	• Translating vision into reality at whole school level	*	
	• Effective use of data	*	
	• Effective budget management and resource planning	*	
	• Staff recruitment	*	
	• Performance management	*	
	• High quality teaching	*	
	• Safeguarding	*	
	• Working with other schools and outside agencies	*	
	• Experience of working in, with or towards the formation of a MAT		*
Skills	• Empathy with children	*	
	• Communication skills, both internally and externally	*	
	• Interpersonal skills	*	
	• Stamina and resilience	*	
	• Decision making	*	
	• Organisation, prioritisation and time management	*	
	• Impact and presence	*	
	• Articulation of a clear vision to all stakeholders	*	



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JOB DESCRIPTION FOR THE PRINCIPAL OF ST PETER'S RC HIGH SCHOOL AND SIXTH FORM CENTRE, GLOUCESTER

The governing body is seeking to appoint a practising Catholic who will provide highly effective, dynamic and inspirational leadership to enable St Peter's to move forward from its current high level of success. The successful applicant will demonstrate how this can be achieved in line with the school's mission statement:

To provide a rigorous and broad education within the context of a Christian environment. An understanding of Catholic faith, in line with the Gospel message, underpins the whole work of the school.

The main aim is to develop the self-esteem, dignity and respect of all members of the community by concentrating on each person's infinite worth in the eyes of God.

The school's Christian ethos underpins all its work and provides all members of the school community with a safe environment which is paramount in creating a successful learning environment. All students receive lessons in religious education and the Catholic identity and spiritual life are reflected in all areas of our school.

Core Purpose	<p>The Principal will be accountable to the governing body and will work closely with it and the leadership team. Within the context of the school's mission statement, the core purpose of the Principal is to provide high quality Catholic professional leadership of the school and to ensure that it is managed and organised to provide outstanding education through the provision of teaching and learning that realises the potential of all pupils whilst enabling their spiritual and moral growth. Specifically, alongside the Headteachers Standards (2020), the Principal will:</p> <ul style="list-style-type: none"> • Sustain and further the Catholic identity of the school and safeguard the teaching of the Church • Ensure that religious education is in accordance with the teachings and doctrines of the Catholic Church • Ensure that religious worship is in accordance with rites, practices and liturgical norms of the Catholic Church • Establish and maintain a culture that promotes excellence, equality and high expectations in all pupils • Ensure that the school's mission statement is a reality for all pupils • Provide for the academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families and work with the relevant agencies to protect children
Strategic Direction	<p>The Principal will work with the governing body and the school's leadership team to:</p> <ul style="list-style-type: none"> • Articulate a clear vision for the school which reflects its distinctive Catholic character and supports the Bishop's vision for his schools • Ensure that all those involved in the school are committed to its vision, ethos and aims, are motivated to achieve them and are engaged in meeting long, medium and short-term objectives and targets that secure the spiritual and educational success of the school • Create a learning culture and ethos, providing educational vision and direction, which secure effective teaching, successful learning and sustained improvements by students to prepare them for adult life • Lead by example, providing inspiration and motivation to empower the whole school community to carry the vision forward • Create and implement strategic plans that are underpinned by sound financial planning, management and organisation, and embrace innovation and new technologies to achieve excellence • Monitor, evaluate and review the effects of policies, priorities and targets of the school and take appropriate action • Influence the formation of formal partnerships between schools within the Clifton Diocese to ensure that maximum advantage to the school and the wider Catholic community is obtained
Teaching and Learning	<p>The Principal has a key responsibility for enabling pupils to achieve their God-given potential and will:</p> <ul style="list-style-type: none"> • Create and maintain an environment and code of behaviour that promotes and secures excellent standards of teaching, effective learning and high standards of achievement, good behaviour and discipline and which enables teachers to meet the standards set out in the professional development framework • Challenge underperformance and promote and utilise effective improvement strategies • Manage and develop a pastoral system that ensures a culture of challenge and support where all students can achieve success and become engaged in their own learning • Ensure that teaching and learning are at the centre of strategic planning and resource management and student outcomes demonstrate value for money • Ensure a consistent and continuous school-wide focus on student assessment and achievement, using appropriate data and benchmarks to set, monitor, track and evaluate individual student progress • Further develop and enhance effective partnership with parents and the wider community to support and improve students' achievement and personal development. Embrace innovation and new technologies to enhance and extend the learning experience of students • Maintain and promote the school's involvement in initial teacher education

Developing staff and working with others	The Principal must promote a culture in which all staff are empowered to strive for excellence and to continue their own professional development. Specifically, the Principal will:
	<ul style="list-style-type: none"> • Adopt a strong, caring and flexible leadership style to influence and motivate staff
	<ul style="list-style-type: none"> • Do all that is possible to ensure the well-being of staff whilst promoting a good work/life balance for all
	<ul style="list-style-type: none"> • Create and sustain a collaborative learning culture within the school and share best practice by networking with other schools and organisations such as the Gloucestershire Association of Secondary Heads, the G15 group of Gloucester city secondary schools, member schools of the Gloucestershire Catholic Schools Partnership and other Catholic schools across the Clifton Diocese
	<ul style="list-style-type: none"> • Ensure that all staff are recruited with all due regard to safeguarding principles
	<ul style="list-style-type: none"> • Implement and sustain effective strategies and procedures for staff induction, professional development, performance management and target setting
	<ul style="list-style-type: none"> • Plan, allocate, support and evaluate work undertaken by teams and individuals, ensuring clear delegation of tasks through distributed leadership
Managing the Organisation	The Principal will provide an effective organisation, which is monitored and improved using rigorous self-evaluation, to maintain an effective, efficient and safe learning environment. The Principal will:
	<ul style="list-style-type: none"> • Ensure spiritual and moral development of all individuals is given clear focus and is demonstrated through the prayer life and liturgy of the school
	<ul style="list-style-type: none"> • Create an organisational structure which enables the management systems, structures and processes to work effectively in line with the school's ethos
	<ul style="list-style-type: none"> • Deploy staff and resources efficiently and effectively to meet the specific objectives in line with the school's strategic plan, financial constraints and legal requirements
	<ul style="list-style-type: none"> • Manage, monitor and review the range, quality, quantity and use of all available resources to improve the quality of education for all students and secure value for money
	<ul style="list-style-type: none"> • Develop and manage the school environment efficiently and effectively to ensure it meets the needs of the curriculum and health and safety regulations
	<ul style="list-style-type: none"> • Recruit, manage and motivate a committed, effective and diverse workforce that enables and promotes high quality learning within the context of the Catholic ethos of the school
Accountability	The Principal will:
	<ul style="list-style-type: none"> • Provide information, objective advice and support to the Governing Body to enable it to meet its responsibilities for securing effective teaching and learning and improved standards of achievement, and for achieving efficiency and value for money
	<ul style="list-style-type: none"> • Present a coherent and accurate account of the school's performance in a form appropriate to diverse audiences, including governors, parents, the Clifton Diocese, Ofsted and the DfE and others to enable them to play their part effectively
	<ul style="list-style-type: none"> • Undertake the role of Accounting Officer for the Academy, ensuring all requirements are fully and accurately delivered
Strengthening Community	The governing body wish St Peter's to play a leading role in the community. The Principal will be expected to:
	<ul style="list-style-type: none"> • Recognise that the school is part of the Church and engage with and promote the partnership between the Clifton Diocese, local parishes, home and school
	<ul style="list-style-type: none"> • Work closely with priests and religious, parents and staff to enhance the religious formation of pupils
	<ul style="list-style-type: none"> • Promote a spirit of partnership with other schools and in particular with the feeder Catholic primary schools
	<ul style="list-style-type: none"> • Build and maintain effective relationships with parents, carers and other members of the school community to support the learning of students
	<ul style="list-style-type: none"> • Continue to offer the school facilities for use by the community and develop appropriate courses that ensure a culture of entitlement to lifelong learning for all
	<ul style="list-style-type: none"> • Invite parents and carers, priests and religious, community figures, businesses and other organisations into the school to enhance and enrich the learning experience
Inclusion	The Principal will promote positive strategies for challenging racial and other prejudice and dealing with racial harassment and all forms of bullying



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Our Vision

Our school's vision is to provide an excellent education in a safe supportive learning environment, one where people are valued and make positive contributions to the school community, and where students go on to become responsible, independent members of society. At the centre of this is that every child is given an education that is of the head, heart and hands.

We strive to develop confident, happy students who progress spiritually, academically & socially, whatever their starting point; to educate the whole person; to build on prior stages of learning; for students to become successful learners who are prepared for the future, who know they are unique, who know their own worth and are kind, charitable, empathetic and aware. We work with parents, carers and pupils to develop young people who are resilient & optimistic (who use & are reminded to use growth mindset when work is challenging).

We want our students to become independent learners, who are critical in their thinking, informed in their choices and confident in their ability to succeed in the modern world, who are respectful and tolerant, focused and confident and who strive for the best. In addition to their academic lives, we also want our students to benefit from extra-curricular experiences in the arts, sport and culture which will help them feel part of the school community and enable them to become well rounded balanced adults. We want our students to be confident, reflective; literate, articulate, numerate, analytical, creative, team workers, problem solvers, active and healthy; digitally literate and 'savvy' about e-safety; and appreciative of the wider environment, of culture and of history.

All students receive lessons in religious education and our Catholic identity and spiritual life are reflected in all areas of our school.

Our Mission

Our mission is to provide a rigorous and broad education within the context of a Christian environment. An understanding of the Roman Catholic faith, in line with the Gospel message, underpins the whole work of the school.

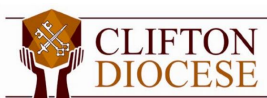
Our main aim is to develop the self-esteem, dignity and respect of all members of the community by concentrating on each person's infinite worth in the eyes of God. Our school's Christian ethos underpins all its work and provides all members of the school community with a safe and happy learning environment.

All students receive lessons in religious education and our Catholic identity and spiritual life are reflected in all areas of our school. We join together in prayer three times a day; students participate in services of reconciliation during Lent as well as in liturgies prior to Christmas and Easter. In every key stage, students take part in days of reflection and retreat held outside school. The whole school community celebrates Masses in the Autumn term and on the feast of St Peter and Paul. Our full time Chaplain supports both students and staff, liaises with local clergy, and organises a wide range of activities.

Our charity work demonstrates our willingness to help others outside the school community, whether locally, nationally or internationally. Students and staff participate in a wide range of charitable events and fund-raising activities and support CAFOD in its efforts to relieve poverty in the developing world which also educates our students.

Our **ROCK** award underpins the work of the whole school: through **Respect, Optimism & Kindness** we build a strong **Community**.

Our staff are very important to us and the welfare of teachers and support staff is paramount in our planning. We place wellbeing at the centre of our decision-making so that teachers are happy to come to work and feel supported in their role.





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High-Level Strategic Goals:

- Clearly communicate our vision based on gospel teachings to ensure it is understood, respected and embedded. Build an active and vibrant community to which all belong and in which all are valued and respected
- To support and work towards fulfilling the Bishop of Clifton's vision for all his schools
- To deliver an ambitious curriculum that meets the needs and aspirations of all students (Intent, Implementation and Impact) through high quality teaching
- To continue developing high quality teaching based on principles founded in cognitive science through comprehensive, rigorous and collaborative CPD provision
- To maintain high expectations for pupils' attendance, behaviour and conduct and ensure that these expectations are applied consistently and fairly
- To ensure that the social and emotional health and well-being (mental wealth) of students and staff is maintained. To educate the whole person; education of the head, the hands and the heart.

Equality & Practising Catholic Statement

All governing bodies are bound by the 2010 Equality act in ensuring that appointments, including promotions are dealt with in fair, transparent and just manner. The Diocese believes and expects governors to adhere to the principle that equal opportunity is consistent with social justice and good personnel practice. This is in keeping with our Catholic aim to recognise the dignity and worth of all who apply to work in our schools.

However, schools/colleges of a religious character are permitted, by law, to actively discriminate in favour of Catholics for all types of teaching posts (ss.60 and 124A School Standards and Framework Act 1998 ["SSFA"]).

The Bishops' Conference requires that Head teacher posts are reserved for "practising Catholics". Bishop Declan's definition of what it means to be 'practising Catholic' for recruitment purposes is:
'a person is a practising Catholic if they strive to live according to the teachings and doctrines of the church keeping the Church's precept of attending Mass on Sundays and Holy Days of Obligation, try to witness by their lives to the reality of Christ's presence amongst us and try to ensure there is no dichotomy between what they profess and how they live.'

How to Apply

Please complete our application form which must be submitted electronically to recruitment@sphs.uk.com

Please refer to our Person Specification and be sure to outline how your personal qualities and experience are suited to the requirements of the role.

- Applications must be submitted by 9:00am on Tuesday 3rd May 2022.
- Shortlisting will take place on Wednesday 4th May and candidates will be notified by email shortly thereafter.
- Interviews are scheduled to take place on Monday 9th and Tuesday 10th May 2022.



The Appointment Process

This appointment is supported by ASCL's Leadership Appointment Service. Our decision to invest in this expertise for the Principal appointment process reflects our commitment as a Governing Body to ensure that we secure the very best candidate for our students, the organisation and our community.

We share similar values and priorities to ASCL, such as the commitment to Ethical Leadership and the desire for a great education for every child. Like ASCL, we want all of our children and young people to flourish and thrive as we begin to emerge from the onset of the Covid-19 pandemic. We support the notion of developing our leaders, teachers and support staff to be able to deliver the most effective practice for all learners.

If at any stage of the application process you would like an informal confidential conversation about the post, please contact Carl at ASCL Leadership Appointment Service on 07905587448 or email carl@coachingbyceo.com for further information.



Gloucestershire Places of Interest

Gloucestershire is a county in South West England. The county comprises part of the Cotswold Hills, part of the flat fertile valley of the River Severn, and the entire Forest of Dean.

The Forest of Dean is a geographical, historical and cultural region in the western part of the county of Gloucestershire, England. It forms a roughly triangular plateau bounded by the River Wye to the west and northwest, Herefordshire to the north, the River Severn to the south, and the City of Gloucester to the east. The area is characterised by more than 110 square kilometres (42 square miles) of mixed woodland, one of the surviving ancient woodlands in England.



Gloucester Docks, the most inland port in the country is home to old dock buildings, designer shops, cool cafes and fantastic museums making it a great place for a family day out. Within the complex is an award-winning National Waterways Museum Gloucester charting the fascinating 200-year history of the docks and the Gloucester & Sharpness Canal. The Grade II listed grain warehouse has been renovated, refreshed and rebranded thanks to over £1m from the Heritage Lottery Fund and DCMS/Wolfson Museums & Galleries Improvement Fund. With fun, interactive exhibits, café and museum

shop you'll discover the stories of the communities that lived and continue to thrive here.

The Cotswolds covers a huge area – almost 800 square miles – and runs through five counties (**Gloucestershire**, Oxfordshire, Warwickshire, Wiltshire and Worcestershire). One of the delights of visiting the Cotswolds is exploring the different areas, each with its own identity, yet all with those defining Cotswold features: golden stone and rolling hills, the 'wolds'. Explore quintessentially English villages of honey-coloured stone; take in splendid, lively market towns; visit some of the country's greatest palaces, castles and country houses; marvel at the natural world in acclaimed reserves and at some of the most famous arboretas in Britain; walk through breath-taking landscapes along historic trails; or make a splash in our lake-land area with its own inland beach.

