



NEWLAND
ST JOHN'S
C OF E ACADEMY



Head of School
Applicant Information Pack

Head of School, Newland St John's CE Academy L12 – L15, £55338 to £59581 per annum. Start date April 2021

Sentamu Academy Learning Trust, is a multi-academy trust that will merge with Hope Learning Trust in 2021 to form a mixed Church of England multi-academy trust for primary, secondary and alternative provision schools.

This exciting merger between gives us the chance to continue to develop as one Trust so that everyone in our communities is given the opportunity to thrive. Schools across both of our Trusts have already been working together since September and so we already have a family of schools who share best practice. Each one of our schools has its own distinctive character, identity and strengths which it brings to the Trust so that we all benefit from each other. We have a very bright future ahead!

Our Vision

Our vision is really very simple. We aspire to provide a place where children and young people can thrive. The aspirations for our existing academies and those joining us are to establish environments where young people thrive. We want our schools to be places where children and young people thrive as active learners; compassionate, kind and creative individuals; caring and engaged citizens; and spiritual beings. We aim to grow together, to serve one another and nurture our children and young people.

In a world of turmoil, we offer schools the opportunity to concentrate on teaching and learning, providing you with peace of mind as we look after everything else. Sentamu Academy Learning Trust, presents opportunities and expectations that promote success.

As a Trust, we want every young person to experience great teaching, so we place the highest value on developing colleagues at all levels.

By working together, we can ensure:

- all children and young people have a school in which to thrive as learners, as individuals, as citizens and as spiritual beings
- all staff and all governors are nurtured
- all children develop spiritually as well as academically
- no school is left behind regardless of its context and challenges, whether these are around size, rurality or levels of deprivation
- that all governance is highly effective in supporting and challenging the local schools
- a better use of resources by collectively sharing central services
- a provision of effective teachers and support staff, sometimes working across schools in new and imaginative ways
- access to training, support and external validation from a team of highly experienced educational consultants who will also support, question and challenge
- a link to a Teaching School to train the next generation of teachers and to support and develop others
- access to national resources such as capital grants through the EFA and other funding only being made available to MATs

Job Details

Sentamu Academy Learning Trust currently has two Church of England Primary Schools based in Hull, St. James' CE Academy and Newland St. John's CE Academy. We are currently looking to appoint a Head of School to work with and support the Executive Principal to provide leadership to Newland St John's.

All posts at Sentamu Academy Learning Trust involve at all times seeking to further the mission, values and strategic aims of the Trust; accepting responsibility for the implementation of policy, procedures and other guidance as set out in the Staff Handbook and elsewhere; working positively, flexibly and co-operatively

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both with colleagues and as appropriate with those outside; and the setting of high standards.

All roles involve responsibilities and expectations as set out in the appropriate national standards and in the role specification and documentation.

All members of staff are expected to promote and safeguard the welfare of students in accordance with the Safeguarding Children in Education Act, including maintaining clear professional boundaries in all relationships; to promote an anti-racist, multi-cultural approach. Additional duties may be asked of members of staff as occasion requires.

The generic role specifications below are offered in good faith as a guide to professional practice in the expectation that staff will seek to approach them in a professional manner. All role specifications are subject to revision in the light of changing circumstances.

Good luck with your application and I look forward to hearing from you!



Helen Winn
Chief Executive Officer

Important Dates

Deadline for Applications: 9am, Monday 8th February 2021
Interviews: Thursday, 11th February 2021

Head of School – Newland St John’s

Job Description

Sentamu Academy Learning Trust	Sentamu Academy Learning Trust (SALT) is a Church of England mixed Multi-Academy Trust in the Diocese of York.
Vision & Values	As a Trust, we have a particular vision for, and commitment to, serving those young people most at risk of long-term multiple deprivation and social exclusion. Our ethos reflects this commitment, and we invest significantly to ensure that all young people in our care have the best possible chance to flourish and experience “life in all its fullness”.
Job Title	Head of School
Grade	L12 -15
Responsible To	Executive Principal
Staff Managed	All teaching and support staff in the school(s) allocated
Job Family	Head of School in a primary school
Job Purpose	To provide leadership in a primary school
Job Context	<p>An opportunity has arisen for a highly motivated emerging leader to join our team in the position of Head of School and the Trust is now seeking a candidate with a clear vision for the future and the skills and resilience to implement that vision. The post provides a great opportunity to provide leadership of a smaller school within the Trust.</p> <p>Those appointed would need to have the flexibility to work across different schools within the Trust. The successful candidate is being appointed to work for SALT and not a specific school context. The candidate will need to fulfil the specific duties in relation to Trust Church schools (see below).</p>
Accountabilities / Main Responsibilities	
Church School Duties	<p>If appointed to be Head of School in a Trust Church school the candidate must be able to:</p> <ul style="list-style-type: none"> • confidently articulate, live out and work with the Executive Principal to promote a vision for the school rooted in distinctively Christian teaching. • support and work with the Executive Principal of the school to articulate an explicitly Christian vision that impacts positively upon standards of achievement, the distinctively Christian character of the school and the well-being of the whole school community. • work under the direction of the Executive Principal to secure the impact of an explicitly Christian vision through evaluation and strategic planning. • prepare self and support the Executive Principal to prepare others for future leadership across church schools. • ensure that arrangements for religious education and collective worship meet statutory requirements under the leadership of the Executive Principal. • support the Executive Principal to promote effective relationships with all pupils, staff, governors, parents, the church, parish and the Diocese, the local community, the Local Authority and other external bodies to further enhance the positive image of the school and the Trust.

	<ul style="list-style-type: none"> Under the leadership of the Executive Principal, work closely with the local Churches and the Diocese to promote an understanding of the Christian faith and respect for other faiths and cultures.
Key Responsibilities	<ul style="list-style-type: none"> To formulate and achieve the aims and objectives of the school as agreed with the Executive Principal. Under the leadership of the Executive Principal: <ul style="list-style-type: none"> Rapidly raise the educational performance of all pupils to a level consistent with expected benchmarks. Ensure the effective teaching and learning of pupils of all ages and abilities with a focus on diminishing the difference between our disadvantaged and non-disadvantaged pupils. Monitor and evaluate staff performance and to hold staff to account in order to raise standards. Ensure that staff wellbeing is embedded into the culture of the school. Manage the internal operations of the school through the clear formulation and implementation of policies, plans and practices, and the direction of staff. Ensure that all learners are effectively cared for and supported, with due regard to safeguarding and other relevant legislation.
Strategic Development	<ul style="list-style-type: none"> Build relationships with agencies which can help and support our school community.
Teaching and Learning	<ul style="list-style-type: none"> Under the leadership of the Executive Principal: <ul style="list-style-type: none"> Provide a sound foundation for pupils' learning and monitor progress carefully. Ensure a wide range of activities for pupils to give them confidence in their ability to take on new challenges, raise aspirations, increasing self-belief and resilience. Provide a safe and healthy environment in which pupils' happiness and welfare can be nurtured. Ensure all teachers within the school: <ul style="list-style-type: none"> Have good subject knowledge; Present subject matter clearly; Use assessment well; Create environments that allow the learner to focus on learning; Have high expectations of learner's behaviour; Create a positive learning environment; Ensure learners attendance is high and they are punctual to all lessons; Prepare learners for life in modern Britain.
Leading and Managing Staff	<ul style="list-style-type: none"> Under the guidance of the Executive Principal: <ul style="list-style-type: none"> Engage all staff in the process of meeting those standards, encouraging ownership and involvement. Ensure and enhance effective working relationships with other schools and agencies as well as those within the Trust.

	<ul style="list-style-type: none"> ○ Facilitate the sharing of best practice across partner schools and across the Trust. ○ Encourage continuous professional learning, monitoring the induction and professional development of all staff through regular performance appraisal.
Safeguarding	<ul style="list-style-type: none"> • Under the leadership of the Executive Principal, ensure the primary school has effective safeguarding.
Data Protection	<ul style="list-style-type: none"> • To comply with the Trusts policies and supporting documentation in relation to Information Governance this includes Data Protection, Information Security and Confidentiality.
Health and Safety	<ul style="list-style-type: none"> • Be aware of and implement your health and safety responsibilities as an employee and where appropriate any additional specialist or managerial health and safety responsibilities as defined in the Health and Safety policy and procedure. • To work with colleagues and others to maintain health, safety and welfare within the working environment.
Flexibility	<ul style="list-style-type: none"> • Whilst this job outline provides a summary of the post, this may need to be adapted or adjusted to meet changing circumstances. Such changes would be commensurate with the grading of the post and would be subject to consultation. All staff are required to comply with Policies and Procedures.
Customer Service	<ul style="list-style-type: none"> • The Trust requires a commitment to equity of access and outcomes, this will include due regard to equality, diversity, dignity, respect and human rights and working with others to keep vulnerable people safe from abuse and mistreatment. • The Trust requires that staff offer the best level of service to their customers and behave in a way that gives them confidence. Customers will be treated as individuals, with respect for their diversity, culture and values. • Understand your own role and its limits, and the importance of providing care or support.

Person Specification
Head of School

Sentamu Academy Learning Trust	Sentamu Academy Learning Trust is a Church of England mixed Multi-Academy Trust in the Diocese of York.
Vision & Values	As a Trust, we have a particular vision for, and commitment to, serving those young people most at risk of long-term multiple deprivation and social exclusion. Our ethos reflects this commitment, and we invest significantly to ensure that all young people in our care have the best possible chance to flourish and experience “life in all its fullness”.
Job Title	Head of School
Grade	L12-15
Responsible To	Executive Principal with overall responsibility for the school
Staff Managed	All primary staff in the school
Our ideal candidate will:	<ul style="list-style-type: none"> • Practice servant leadership • Strive to be the best and achieve the best for all Sentamu Academy Learning Trust • Have an understanding of both community and church school education • Have an understanding of the accountability through both Ofsted and SIAMS • Be a strong team player • Have a clear focus on teaching and learning • Demonstrate strong communication skills • Be bold in tackling underachievement • Be creative and innovative • Encourage teamwork • Promote environments that supports positive behaviour for learning • Be committed to their own and others’ professional development • Welcome the opportunity to work in close partnership with schools within the Sentamu and Hope Trusts.
In return we can offer:	<ul style="list-style-type: none"> • A professional and caring trust where all stakeholders work together for the benefit of the children • Primary Leaders who want the best for the Heads of School under their care • A high level of support from the Sentamu Academy Learning and Hope Learning Trust central teams • A commitment to professional development and advancement opportunities within a growing MAT • An opportunity to make a difference to learners from a range of socioeconomic backgrounds • The opportunity to shape a rapidly growing and changing trust • The opportunity to step into significant leadership responsibility while being supported by another senior colleague • A place to learn in a supportive environment
We are looking for someone who can make a significant contribution to the life of the primary schools within the Trust, who can transform primary education and the life chances of many young people.	

Essential	Desirable (if not attained, development may be provided for successful candidate)
Knowledge and experience	
<ul style="list-style-type: none"> • Up to date understanding of the Ofsted and SIAMS framework • Commitment to supporting preserving and developing the Christian vision and values of the school and promoting an understanding of other faiths and cultures. • Up to date knowledge of what research and inspection findings tell us about effective leadership, teaching and learning in primary education • Ability to identify own learning needs and to support others in identifying their learning needs • Experience of phase leadership or other whole school leadership as a minimum • A proven track record of securing improvement in the quality of teaching and learning • Experience of using all relevant data to drive school improvement • The ability to analyse and interpret complex information and explain key elements in simple terms • Strong understanding of statutory requirements relating to the curriculum and assessment • Experience of developing a curriculum which is personalised to the needs of the children • High expectations when managing, developing, inspiring, challenging and motivating staff • Commitment to working with other trusts, organisations and agencies • An understanding of the legislation relating to SEND and to Keeping Children Safe in Education, including Prevent and British Values. 	<ul style="list-style-type: none"> • Relevant experience in more than one phase • NPQSL/NPQH qualification • Previous experience of working and bringing about positive change in a challenging school • Understanding of how a Multi-Academy Trust operates
Strategic leadership	
<ul style="list-style-type: none"> • Ability to articulate and share the school's Vision, Aims and Values • The confidence and ability to inspire and motivate staff and trustees to achieve the aims of the trust • Evidence of having successfully translated vision into reality at school level • Evidence of successful strategies for planning, implementing, monitoring and evaluating school improvement • Evidence of analysing data, developing strategic plans, setting targets and evaluating progress towards these 	

<ul style="list-style-type: none"> • Demonstrable success in raising standards and meeting challenging targets • Supporting strategies for performance management. 	
Skills, qualities and abilities	
<ul style="list-style-type: none"> • Lead by example, demonstrating a 'can do' approach • Empathy with staff under them • Excellent interpersonal and communication skills to engage a range of audiences including staff, children, parents, governors, local authority and external agencies • High expectation for children learning and attainment alongside high aspirations for all • Ability to provide a safe, calm and well-ordered environment to facilitate excellent behaviour • Ambition for our school • A commitment to continuous school improvement • Experience of offering challenge and support to improve performance • Perseverance and resilience in the face of challenge • Ability to remain calm, positive and enthusiastic when working under pressure • Manage and resolve conflict • Ability to organise work, prioritise tasks, make decisions and manage time effectively • A belief in the importance of extra-curricular opportunities for all children • Welcoming a "critical friend" approach from the governors 	<ul style="list-style-type: none"> • Experience of presenting reports to trustees • Experience in seeing the whole trust picture
Qualifications	
<ul style="list-style-type: none"> • Qualified Teacher Status 	<ul style="list-style-type: none"> • Evidence of further professional qualifications • Has achieved or is working towards gaining the NPQH
Leading and managing staff	
<ul style="list-style-type: none"> • Substantial experience of leading whole school initiatives or staff teams • Ability to delegate work and support colleagues in undertaking responsibilities • Experience of performance management and supporting the continuing professional development of colleagues • Evidence of applying safe recruitment practices and developing a safe culture within the school • Successful involvement in staff recruitment, appointment and induction 	