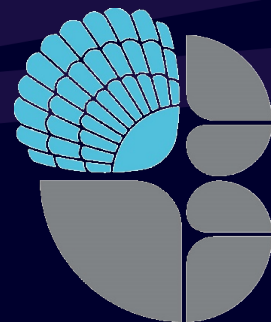


Headteacher

Wroughton Academies
September 2024



**WROUGHTON
ACADEMIES**
*Creative
Education
Trust*

You can find out more at:
www.creativeeducationtrust.org.uk



Dear Colleague

Thank you for your interest in the role of Headteacher across Wroughton Academies.

The Creative Education Trust is a multi-academy trust of eleven secondary and six primary schools across the Midlands and Norfolk. We are still growing, but at a pace and in locations that allow for consistent development and continued collaboration.

Our central team provides support to all our academies; regular conferences to share best practice in a variety of fields and forums; reliable advice and guidance from expert education directors in all key areas; regional services and national expertise across facilities, finance and HR; and access to further bespoke support dependent on each school's priorities.

As an academy sponsor, Creative Education Trust is focused on the quality of education and range of opportunities it provides for its students. We have a strong track record of school improvement under challenging circumstances, with our schools regularly moving rapidly from Ofsted 'inadequate' to 'good'.

Working in partnership, Wroughton Academies and the Trust have made much progress in recent years. We were delighted to be awarded a 'Good' judgement for Wroughton Infant Academy from Ofsted in October 2019. However, a 'Requires Improvement' judgement for Wroughton Junior Academy in November 2023 demonstrates the challenges we still face. Both reports highlight substantial strengths across staff teams and significant potential for the future. They also highlight strengths in behaviour and attitudes and personal development, but a need for consistent leadership developing the quality of education across all key stages.

We are looking for a leader to embrace the potential the schools and Creative Education Trust offer, and to work with the whole community to secure excellent pupil outcomes through a broad and rich school experience. You will be ambitious, committed and energetic, you will share our vision for the quality of education pupils should receive, and you will have the skills to translate both into the practical realities of leading and managing Wroughton Academies.

In addition, in joining a growing group of schools, you will have the opportunity to have an impact on how the wider network develops, to collaborate closely with your fellow Headteachers and to influence Creative Education Trust's ethos and future.

Those of us who have set up Creative Education Trust come from a wide variety of professional backgrounds in academia, business, the creative industries and education. What unites us is the desire to improve educational prospects and life chances for children who have not always had the schools they deserve, nor had access to the knowledge and skills that will equip them to be successful in the world they will encounter when they leave full-time education.

Our Executive Principal for Creative Education Trust schools in the East, Ben Driver, would be delighted to discuss this role with you. To arrange a suitable time to speak please contact our Recruitment Manager, Katy Youngman, at katy.youngman@creativeeducationtrust.org.uk.

I look forward to receiving your application.

Yours sincerely
Marc Jordan

“We are looking for an ambitious, experienced, committed and energetic leader”

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ABOUT CREATIVE EDUCATION TRUST



Creative Education Trust inspires and enables young people to build successful lives on foundations of learning, resilience and employability. We believe that a rewarding educational experience and the highest possible qualifications are the best way to ensure social mobility for young people.

Creative Education Trust is a growing multi-academy trust educating over 13,000 children in England. It was established in 2010 to work in England's post-industrial cities and coastal towns: areas of economic disadvantage and with a history of academic underachievement. We transform these schools by integrating a knowledge-rich curriculum with skills and creativity.

Creative Education Trust defines creativity as the ability to find connections between the things we know and turn these connections into new ideas and action. The academic arts and the sciences, practical subjects and life skills all need this creativity, and creativity is valued highly by employers. Our staff and expert advisers use imaginative methods for linking knowledge across subject boundaries, fostering personal development and resilience and developing practical skills that prepare students for their transition to adult life and employment.

Our Mission

To give every child in our schools the best possible start in life through excellent education and wide-ranging co-curricular opportunities



Our Vision

To send out into the world educated, creative, confident and responsible young people, who can succeed in their ambitions and make their communities better places

Our Values

Ambition

We are ambitious in everything because only the best will do

Excellence

We do not stop at 'good enough'

Creativity

We connect our knowledge in innovative ways

Resilience

When the going gets hard, we up our game and reach our goal

Inclusion

Every child and every colleague matters – we will work for and with them all

Respect

We value the ideas of others and make sure all voices are heard

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WROUGHTON ACADEMIES

Creative Education Trust

ABOUT WROUGHTON ACADEMIES



What are now Wroughton Infant Academy and Wroughton Junior Academy opened in the early 1950s, to serve the community of Gorleston-on-Sea. In December 2016, both schools joined the Creative Education Trust.

Since joining the Trust, the facilities of both schools have been developed considerably, with the two schools becoming physically joined through a link reception area, and on-site nursery provision for two and three year-olds added. The large site has modern facilities and is well resourced, with considerable potential for further development.

The school benefits from its proximity to another Trust primary school, Woodlands Primary Academy, and its status as feeder school to the largest Creative Education Trust school in the East, Lynn Grove Academy.

Wroughton Academies offer

- 'All through' education from nursery to the end of Key Stage 2
- A broad and balanced curriculum, focused on ensuring high student outcomes and broad student experience
- A strong focus on ensuring pupils become accomplished and avid readers
- A central library with thousands of books for children of all ages.
- High quality technology in every learning space, to support interactive teaching
- A large outdoor and rural area on the school site with a range of playground equipment
- Before and after-school provision (7.30am to 5.15pm)
- Highly qualified and committed staff
- A warm and welcoming community, with a strong Parents and Friends Association (PFA) who support the school with a range of events throughout the year
- Picturesque surroundings in one of the most sought after locations in the beautiful county of Norfolk, with easy access to the Norfolk Broads, the historic city of Norwich, and miles of unspoilt coastline.



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SUPPORT FOR OUR STAFF

We are committed to providing our academy leaders with the highest quality support and challenge to ensure that their schools excel and give our students the education they deserve.

Our Headteachers have a good deal of autonomy as school leaders within a framework developed collaboratively with our Director of Education and Education Team.

Each of the Creative Education Trust's schools benefits from a comprehensive programme of support and challenge, including working with National Leaders of Education and former HMIs.

Creative Education Trust places a strong emphasis on CPD for staff at all levels. We run a regular programme of training events to improve teaching performance and also provide focused management development and one-to-one coaching opportunities. We have an active cross-trust group on the Teaching Leaders programme and use Future Leaders and Teach First extensively.

We believe it is very important that each of our academies plans in such a way that financial and human resources are deployed to support their educational strategies fully. This is supported by our experienced Head Office team, who are available to advise on financial planning, audit, HR, legal and property matters either directly or by referral to our professional advisors.

Each of our Headteachers is a member of our Headteachers' network that meets half-termly to share best practice and help Creative Education Trust develop its ethos and strategy. In addition, all senior leaders have access to regular conferences to share best practice in a variety of fields and forums, from attendance, to teaching & learning.



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HEADTEACHER JOB DESCRIPTION AND PERSON SPECIFICATION

LOCATION

Wroughton Infant Academy and Wroughton Junior Academy, Great Yarmouth

SALARY

Negotiable

THE ROLE

To provide inspirational vision and professional leadership ensuring high-quality provision and continuous improvement.

To be a constructive, collaborative member of the overall leadership team of Creative Education Trust's primary network and to model the standards and behaviours expected of an outstanding leader in education.

To ensure success a Headteacher will:

- Lead teaching and learning to ensure positive outcomes for all pupils.
- Provide inspirational vision, leadership and direction for the school aligned with the vision, ethos and strategy of Creative Education Trust.
- Systematically evaluate school performance, identifying weaknesses, and planning and implementing successful actions for continuous improvement.
- Ensure productive relationships with key stakeholders and the wider school community.
- Deploy resources and ensure the efficient management of systems to achieve the school's aims.
- Create a safe and productive learning environment, which is engaging and fulfilling for all pupils at the school.
- Make a positive contribution to the collaborative work of senior leaders across Creative Education Trust network.
- Fulfil all statutory and Creative Education Trust requirements with regard to the education and welfare of pupils and staff in the school.

OUTCOMES AND ACTIVITIES

TEACHING, LEARNING AND STANDARDS

- Establish excellent teaching practices that will ensure a smooth transition of learning throughout the school.
- Ensure that learning is at the centre of strategic planning and resource management.
- Ensure a culture and ethos of challenge and support where all pupils can achieve success and become engaged in their own learning.
- Implement strategies that secure high standards of behaviour and attendance.
- Implement a diverse, flexible curriculum and assessment framework in line with national and Creative Education Trust requirements which meets the needs of the pupils.
- Take a strategic role in the development of new and emerging technologies to enhance and extend the learning experience of pupils.
- Monitor, evaluate and review classroom practice and promote improvement strategies to ensure all pupils make the best possible progress.

ASSESSMENT AND REPORTING

- Ensure a consistent and continuous school-wide focus on pupils' achievement, using data and appropriate benchmarks to monitor progress in every child's learning and equality for pupils from different backgrounds.
- Systematically track the progress of all pupils, taking account of national and Creative Education Trust requirements, and respond accordingly to the results of such monitoring.
- Ensure that regular and meaningful pupil progress reports are written and shared with both pupils and their families.
- Provide information and analysis of data collected in line with Creative Education Trust requirements.
- Account for the school's performance to internal and external agencies through the analysis of performance data and appropriate reporting; the use of such analysis to inform planning at all levels.

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VISION AND CULTURE

- Ensure an ambitious vision for the schools aligned with the vision, ethos and strategy of Creative Education Trust is clearly articulated, shared, understood and acted upon effectively by all.
- Work within the schools' community to translate the vision into agreed objectives and operational plans, which will promote and sustain school improvement.
- Demonstrate the vision and values in everyday work and practice.
- Motivate and work with others to create a shared culture and positive climate.
- Ensure that the strategic planning takes account of the diversity, values and experience of the schools and community at large.
- Maintain a strong primary school community, characterised by consistent, orderly behaviour and caring, respectful relationships.
- Maintain a school culture and ethos that is committed to high expectations and achievement in line with the vision of Creative Education Trust.

PEOPLE MANAGEMENT

- Lead all staff recruitment within Wroughton Academies to ensure staff of the highest standards are attracted, selected and retained.
- Ensure exemplary professionalism from all staff and hold all staff to account for their professional conduct and practice.
- Lead and manage the professional development and training of all staff in the schools.
- Train and support teaching and support staff in the teaching of engaging and effective lessons that motivate, inspire and improve pupils' learning.
- Coach, motivate and mentor staff to build a culture of commitment, high standards and drive for success.
- Identify and play an active role in developing emerging talents leading to clear succession planning at both academy and network level.
- Challenge underperformance at all levels and ensure effective corrective action and follow-up.
- Carry out performance management of staff in line with Creative Education Trust policy.

STAKEHOLDER ENGAGEMENT

- Maintain strong working relationships with the community, agencies, and other stakeholders, including parents and the Academy Council.
- Maintain regular and productive communication with parents, to report on progress, sanctions and rewards and all other communications.
- Co-operate and work with relevant agencies to protect children.
- Seek opportunities to invite parents and carers, community figures and businesses into the schools to enhance and enrich the schools and their value to the wider community.

COORDINATION AND DAY-TO-DAY MANAGEMENT OF FACILITIES

- Oversee the academy finance, facilities, catering, IT and any other resources.
- Plan and implement robust operational systems.
- Oversee staffing allocation, including support staff, across the schools.

DEVELOPMENT OF CREATIVE EDUCATION TRUST NETWORK

- Share innovation and work with others in the network to develop good practice.
- Help shape or lead education initiatives across Creative Education Trust network.
- Inspire and influence others within and beyond the network to believe in the fundamental importance of education in young people's lives and to promote the value of education.

OTHER

- Ensure that the schools comply with all statutory requirements relating to the provision of education and other relevant legislation.
- Ensure that the schools meet all legal requirements in relation to equal opportunities legislation and that the school operates in the spirit of the law as well as to the letter of the law.

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	ESSENTIAL	DESIRABLE
QUALIFICATIONS	<ul style="list-style-type: none"> • Qualified to degree level or above. • Qualified teacher 	<ul style="list-style-type: none"> • NPQH • Further qualifications and/or professional studies relevant to the age-range.
EXPERIENCE	<ul style="list-style-type: none"> • Substantial experience in school leadership • Experience of having led, or significantly contributed to the success of a school through its leadership, ethos, teaching and results • Proven impact as a teacher 	<ul style="list-style-type: none"> • Proven successful experience as a primary headteacher. • Experience of working in a range of primary schools.
KNOWLEDGE AND UNDERSTANDING	<ul style="list-style-type: none"> • Understands how to set high aspirations and lead effective strategies across all aspects of a primary school including curriculum, learning, behaviour administration, finance and communication. • Excellent understanding and knowledge of the primary curriculum. 	<ul style="list-style-type: none"> • Demonstrable and wide ranging experience of setting high aspirations and leading effective strategies across all aspects of a primary school including curriculum, learning, behaviour administration, finance and communication.
SKILLS AND PERSONAL ATTRIBUTES	<ul style="list-style-type: none"> • Vision aligned with Creative Education Trust's high aspirations and high expectations of self and others • Resilience and motivation to lead the schools through day-to-day challenges while maintaining a clear strategic vision and direction. • Proven ability to lead, coach and motivate staff within a performance management framework, including professional development and effective management of underperformance. • Strong organisational skills and ability to delegate • Effective and skilled at implementing systematic behaviour management systems with clear boundaries, sanctions, rewards and praise. • Relishes accountability and takes personal responsibility for their own actions • Excellent critical thinking skills; has intellectual curiosity and rigour • Proven ability to be able to build trust and mutual respect between pupils, families and staff • Strong interpersonal, written and oral communication skills. 	<ul style="list-style-type: none"> • Evidence of managing CPD effectively in a whole school context.
EQUAL OPPORTUNITIES	<ul style="list-style-type: none"> • A demonstrable commitment to supporting and promoting safeguarding, student welfare, equality and diversity 	
SAFEGUARDING	<ul style="list-style-type: none"> • A thorough understanding of up-to-date safeguarding requirements and best practice 	
OTHER REQUIREMENTS	<ul style="list-style-type: none"> • High expectations for every pupil and a proven track record of making a difference to the learning and experiences of pupils inside and outside the classroom. 	

Creative Education Trust is committed to safeguarding and promoting the welfare of our children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake relevant safeguarding checks in line with Government safer recruitment guidelines.