



MOUNTS BAY
ACADEMY

Principal of Mounts Bay Academy

Application Pack



Leading Edge / Academies Partnership



MOUNTS BAY ACADEMY

Role

Principal of Mounts Bay Academy

Salary

Teacher Pay and Conditions:
Leadership Scale: L28 - L33

Contract type

Permanent

Closing date for applications

9am on Monday 26th February 2024

Interview date

12th & 13th March 2024

Start date

1st September 2024

Please return your application form to
vpeaker@leadingedgeacademies.org
or to make an appointment to discuss
the role, contact us at the same
address

Leading Edge Academies Partnership is committed to safeguarding and promoting the welfare of students and expects all staff to share this commitment





Thank you for your interest in the role of Principal at Mounts Bay Academy.

I would like to start by wishing you a warm welcome to our Trust, 'Leading Edge'. We are a group of six distinct and unique schools located in beautiful coastal and island settings in Cornwall and the Isles of Scilly. We are fortunate to include a mix of primary and secondary schools, as well as an all-through school with boarding and off island bases. This diversity makes for a dynamic and varied perspective. We embrace the distinctiveness of each school and hold children at the heart of every decision we make.

All our schools share a vision, are values driven, like-minded, and passionate about empowering children, young people, and adults to achieve their personal best. Our schools strive for a curriculum which inspires and offers something for everyone; it offers breadth through wide ranging opportunities and prepares our pupils for their future. Digital technology is used to support teaching pedagogy, reduce teaching workload and to enhance accessibility for all pupils.

We are proud to have Mounts Bay Academy within our Trust. Mounts Bay Academy is a popular school in Penzance, West Cornwall with 1032 students aged 11-16 years. The school was last inspected in December 2021 with a 'good' judgement.

The school prides itself on "seeing a world of opportunities, uncharted journeys and experiences yet to be lived". It aspires to success for all, whatever this may look like, by nurturing the very best in each person, by identifying their strengths and talents and removing any barriers to learning. Talent is celebrated, curiosity is nurtured, and every individual is given the chance to shine. Young people flourish with a positive attitude to learning and life, ready to take on the challenges of our fast-changing world and to make a creative contribution to their community.

The school is based on a large site with close to 22 acres of school buildings, a sports hall, field athletic track, gymnasium, tennis courts and large playing fields thus providing excellent facilities for students. The more recent improvements include new changing rooms, Science laboratories, a new sports hall (1500sq ft), and an artificial 3G pitch (1700sq ft) along with significant building and technological improvements. Mounts Bay Academy is an Apple Distinguished School, and each student and staff member is provided with a digital device to support their learning and work.



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We recognise that strong governance across the Trust is fundamental to its success. We have an excellent body of Trustees in place with wide ranging skills and experience. The Trust board is ultimately accountable for the strategic leadership, accountability, assurance and engagement but can't know everything, therefore each school has its own Local Academy Committee (Board of Governors) who provide the vital 'local lens' for their school. Mounts Bay Academy has a thriving and strong Local Academy Committee who provide an excellent balance of support and challenge.

While we celebrate all of the successes and achievements at Mounts Bay Academy, as with all schools, there is still work to be done and we are looking for a highly motivated, inspirational, dynamic and ambitious individual to take this school to the next level.



Kelley Butcher
CEO





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Leading
Edge
Academies



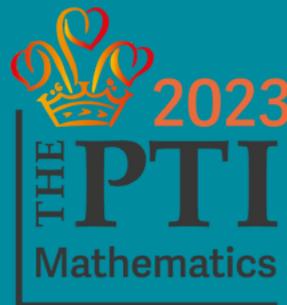
High
Performance
Learning

World Class School

CHALLENGE
PARTNERS



Distinguished School





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Job Description

Job Title:

Principal, Mounts Bay
Academy

Salary Range:

L28 - L33

Hours:

Full Time

Base:

Mounts Bay Academy,
Boscathnoe Lane, Heamoor,
Penzance, TR18 3FD

Responsible to:

CEO

**Important Functional
Relationships:
Internal/External**

Trustees and Governors
Fellow Headteachers
CEO
Members of the executive team
Staff
Students
Parents
Community



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Job Description

Main Purpose of Job

- to be responsible for the day-to-day leadership and management of Mounts Bay Academy in line with the Trust Scheme of Delegation
- to work closely with the CEO, Trustees and Local Academy Committee to provide strong vision, leadership and direction
- to provide an environment in which staff and pupils are enabled to achieve their full potential
- to promote the aims of the school and Trust through implementation of the policies of the Trustees and Local Academy Committee

Safeguarding

To be aware of and work in accordance with the Trust's child protection policies and procedures to safeguard and promote the welfare of children and young people and to raise any concerns relating to such procedures which may be noted during the course of duty.

This job description is not your contract of employment or any part of it. It has been prepared only for the purpose of organisation recruitment and may change either as your contract changes or as the organisation of the school/ Trust is changed. Nothing will be changed without consultation and the job description will be reviewed annually as part of the Performance Management process.



Person Specification

Education & Training

Experience

Essential

- Qualified teacher status
- Educated to degree level or equivalent
- Ability to act as an innovative ambassador and professional advocate for the school and with strong credibility and the capacity and personality to build relationships with
- Evidence of recent further professional development which supports success in this post
- Significant and successful experience of working as a Headteacher or Senior leader in a Secondary or cross-phase setting
- Evidence of impact on raising standards and improving pupil and student outcomes, particularly for disadvantaged students
- A good understanding and experience of the Ofsted framework and experience of rigorous self-evaluation and external review
- Substantial and successful teaching experience and experience in curriculum development and assessment
- Ability to think strategically

Desirable

- Experience of engaging with partners to deliver impactful professional development
- Experience of growing and developing teams of experienced and future leaders
- A track record in developing collective responsibility for the success of all learners
- Evidence of developing research-informed practice



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Person Specification

Knowledge, Skills & Understanding

Essential

- Ability to build, lead and inspire a team to plan, deliver and evaluate change
- Ability to plan for rapid improvement strategically
- Ability to think strategically, build, communicate and deliver a coherent vision
- Ability to secure and report effective quality assurance
- Ability to measure impact of strategy
- Excellent leadership, motivational and management skills
- Excellent communication skills (written and oral)
- Ability to accurately evaluate the work of others and provide appropriate feedback and support
- Ability to effectively deliver and present to a range of audiences
- Up to date knowledge of pedagogy and a sound understanding of research in this area
- A solid understanding of effective secondary curriculum design
- Ability to work as part of a team and on own initiative
- Ability to monitor and evaluate educational provision and standards using a range of strategies
- Ability to use data analysis to support school improvement
- A good understanding of and commitment to reducing workload for leaders and teachers to support retention

Desirable



Person Specification

Education & Training Experience

Essential

- Inspirational, charismatic, positive and enthusiastic
- Resilient, driven and with a good sense of humour
- Thrives on strong positive relationships
- Desire to work in accordance with the trust values
- High levels of integrity and compassion - values led
- Ability to use own initiative and thrives on innovation and change
- Sound judgement and decision maker
- Willingness to work flexibly in accordance with policies and procedures to meet the needs of the trust
- A commitment to continuing personal development and training
- A commitment to safeguarding and promoting welfare of children and young people

Desirable



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Duties & Responsibilities

School culture

- establish and sustain the school's ethos and strategic direction in partnership with the CEO, Trustees and the Local Academy Committee and through consultation with the school community.
- demonstrate the vision and values of the school and Trust in everyday work and practice.
- create a culture where pupils experience a positive and enriching school life.
- uphold ambitious educational standards which prepare pupils from all backgrounds for their next phase of education and life.
- promote positive and respectful relationships across the school community and a safe, orderly and inclusive environment.
- ensure a culture of high staff professionalism.
- demonstrate self-evaluation which leads to continuous and effective improvement.
- prepare, implement and monitor the Academy Development Plan in consultation with the CEO, Trustees, Governors and staff.

Teaching

- establish and sustain high-quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how pupils learn
- ensure teaching is underpinned by high levels of subject expertise and approaches which respect the distinct nature of subject disciplines or specialist domains
- ensure effective use is made of assessment



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Duties & Responsibilities

Curriculum and assessment

- ensure a broad, structured and coherent curriculum entitlement which sets out the knowledge, skills and values that will be taught
- establish effective curricular leadership, developing subject leaders with high levels of relevant expertise with access to professional networks and communities
- ensure valid, reliable and proportionate approaches are used when assessing pupils' knowledge and understanding of the curriculum
- ensure a consistent and continuous academy-wide focus on pupils' achievement, using data and appropriate benchmarks to monitor progress in every child's learning.

Behaviour

- establish and sustain high expectations of behaviour for all pupils, built upon relationships, rules and routines, which are understood clearly by all staff and pupils
- ensure high standards of pupil behaviour and courteous conduct in accordance with the school's behaviour policy
- implement consistent, fair and respectful approaches to managing behaviour
- ensure that adults within the school model and teach the behaviour of a good citizen



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Duties & Responsibilities

Additional and special educational needs and disabilities

- ensure the school holds ambitious expectations for all pupils with additional and special educational needs and disabilities
- establish and sustain culture and practices that enable pupils to access the curriculum and learn effectively
- ensure the school works effectively in partnership with parents, carers and professionals, to identify the additional needs and special educational needs and disabilities of pupils, providing support and adaptation where appropriate
- ensure the school fulfils its statutory duties with regard to the SEND code of practice

Professional development

- ensure staff have access to high-quality, sustained professional development opportunities, aligned to balance the priorities of whole-school improvement, team and individual needs
- prioritise the professional development of staff, ensuring effective planning, delivery and evaluation which is consistent with the approaches laid out in the standard for teachers' professional development
- identify emerging talents, coaching current and aspiring leaders, for succession planning
- ensure that professional development opportunities draw on expert provision from beyond the school, as well as within it, including nationally recognised career and professional frameworks and programmes to build capacity and support succession planning
- ensure school appraisal systems and processes are in place and effectively support, challenge and develop self and others.



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Duties & Responsibilities

Organisational management

- ensure the protection and safety of pupils and staff through effective approaches to safeguarding, as part of the duty of care
- prioritise and allocate financial resources appropriately, ensuring efficiency, effectiveness and probity in the use of public funds
- ensure staff are deployed and managed well with due attention paid to workload
- establish and oversee systems, staffing structure, processes and policies that enable the school to operate effectively and efficiently
- ensure rigorous approaches to identifying, managing and mitigating risk
- build the wellbeing of staff into school planning, acknowledging the mental and emotional needs of staff at all levels, enabling them to operate effectively and feel a valued part of the school community

Continuous school improvement

- make use of effective and proportional processes of evaluation to identify and analyse complex or persistent problems and barriers which limit school effectiveness, and identify priority areas for improvement
- develop appropriate evidence-informed strategies for improvement as part of well-targeted plans which are realistic, timely, appropriately sequenced and suited to the school's context
- ensure careful and effective implementation of improvement strategies, which lead to sustained school improvement over time
- maintain a wide knowledge and understanding of education and school systems locally, nationally through own CPD



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Duties & Responsibilities

Working in partnership

- work closely with colleagues across the Trust with a 'collective responsibility' mindset
- foster constructive relationships beyond the school, working in partnership with parents, carers and the local community
- maintain an outward-facing school which works successfully with other schools and organisations in a climate of mutual challenge and support
- establish and maintain working relationships with fellow professionals and colleagues across other public services to improve educational outcomes for all pupils
- utilise the Cornwall Research School to inform school improvement and professional development opportunities
- maintain effective relationships with staff unions, associations and other staff representative organisations.

Governance and accountability

- understand and engage with the role of the Trust's layers of governance
- establish and sustain professional working relationships with those responsible for governance
- ensure that staff know and understand their professional responsibilities and are held to account
- ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties



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Duties & Responsibilities

Safeguarding

- have overall responsibility and accountability for safeguarding and promoting the welfare of students
- ensure that the school complies with any local safeguarding arrangements
- work with the Trust to ensure that safeguarding policies and procedures are compliant with the current version of Keeping Children Safe in Education (KCSIE, DfE) and the PREVENT duty, and are implemented by all staff
- actively promote the safeguarding and wellbeing of students and staff whilst on the school site and when involved in school activities, requiring all staff and volunteers to share and demonstrate this commitment

This appointment is subject to the current conditions of employment of teachers contained in the School Teachers' Pay and Conditions Document, the Education Act 2002, the required Teacher's Standards 2013, the Headteacher standards 2020, and other current educational legislation alongside the Academy's articles of association. This job description may be amended at any time following discussion between the academy members and Headteacher and will be reviewed annually.

Note: The post holder may be required to carry out other duties and responsibilities in keeping with the nature of this post as directed by, and agreed with, the CEO, Trustees and Governing Body commensurate with this role.



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Application Guidance

Please complete the application form, filling in all relevant sections and return it by email it to: vpeaker@leadingedgeacademies.org or contact us at the same address to make an appointment to discuss the role.

The information you provide will help our recruitment panel to make a fair decision during the selection process.

Closing Date

Please ensure your application arrives by **9am on Monday 26th February 2024** and that the post for which you are applying has been stated clearly on the application form.

Applications received after the closing date will not normally be considered.

Interview

Interviews for the post will take place on **12th & 13th March 2024**. All applicants will be informed as to whether their application is successful within 2 weeks of the closing date.

Leading Edge Academies Partnership is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment.

We follow safer recruitment practices and appointments are subject to an enhanced DBS check prior to employment. Details of our Safeguarding and Child Protection Policy is available for your information.

Safer Recruitment

Leading Edge Academies Partnership is an equal opportunities employer and is also committed to safeguarding and promoting the welfare of children and young people. The Trust expects all staff and volunteers to share this commitment. All offers of employment are subject to the satisfactory completion of safer recruitment checks and references including an enhanced DBS check. CV's will not be accepted.

Safer recruitment is central to the safeguarding of children and young people. Our recruitment and selection procedures are based on current legislation, guidance, and best practice. We expect all applicants to review the Policies and Procedures relating to our safer recruitment practices.