



HEADTEACHER

TARLETON ACADEMY





Dear Applicant,

Thank you for your interest in the position of Headteacher at Tarleton Academy.

The Endeavour Learning Trust board and I are delighted to provide the enclosed information about the role and our School. I hope you find it helpful and on behalf of the whole school community, I would like to take this opportunity to extend a very warm welcome.

Endeavour Learning Trust is a growing Trust in the North West, currently spanning South Ribble, West Lancashire and North Sefton. In our family of schools at this point in our growth, we have four secondary schools and two primary schools formally within the Trust.

Our mission and values provide a clear framework for us to work to. We are absolutely committed to serving our communities to ensure that every child achieves their potential by providing the highest quality educational experience in a truly inclusive way.

As a Trust, we don't believe in a one-size-fits-all approach for our schools or our students. We respect and celebrate individuality, working with a clear determination to support our children, colleagues and communities both collectively, and individually, to flourish and thrive through a rich and transformational provision.

We believe in the value of collaboration, and everybody working with the Trust shares a collective responsibility for the success of all of our children. We also recognise that we will never be successful in delivering our vision for our young people unless our colleagues are supported, nurtured and developed to achieve their full potential with us. That's why we are equally committed to ensuring every colleague benefits from the best possible employment experience where high-quality CPD and a sincere approach to supporting wellbeing enable our colleagues to achieve their own aspirations for their career.

We hope the enclosed information will give you good insight into our School & Trust.

We look forward to viewing your application.

Yours faithfully,

David Clayton
Chief Executive

Endeavour Learning Trust's Mission and Values

We will serve our communities to ensure that every child realises their potential

We pledge that our schools will be transformational places of academic excellence that offer a true richness of experience, providing all children with the same opportunities to flourish and develop their unique skills, qualities and talents.

We will work collaboratively with our colleagues, parents and carers and our partners to remove any barriers that place limitations on our children, creating schools that are happy and harmonious places at the centre of their community.

Our Values

Individuality

We are firmly committed to recognising, celebrating and investing in the individuality of all of our children and young people, each of our colleagues and the distinct ethos and identity of each of our schools, whilst remaining united by our core values. We don't believe in a "one size fits all" approach, and will adapt our provision to meet individual needs.

People centred

Our work is driven by our responsibility to every individual within our Trust community. Every person deserves to be treated with respect, dignity and kindness. We demonstrate empathy and humility in our approach, ensuring that our Trust provides an environment where every individual feels confident to be their true authentic self.

Belonging

Equity of opportunity is central to our practice and we will be relentless in our endeavour to identify and remove barriers that prevent full inclusion. Our culture extends beyond tolerance to one where difference is embraced and every individual is valued and celebrated for their unique contribution to our community. Every individual is a full member in our community.

Transformation

We believe in the promise of each individual across the Trust and will ensure we inspire, support and challenge in proportionate measure, so that we all thrive and are able to achieve our own individual successes. We are bold in our approach, stretching perceived boundaries, to go further for our children, colleagues and communities. We continually develop our approach to respond to changes in the communities we operate within to support every child, colleague and partners to realise their potential.

Togetherness

We are a proud family of schools bonded by our Trust vision, priorities and values. We work as one team in school, across our Trust and with our wider partners for the benefit of the communities we serve. Our collaborative approach inspires us to be bold and brings us together in ways that help us to make a difference. We are better together.

ENDEAVOUR LEARNING TRUST

OUR SCHOOLS





About Tarleton

Tarleton Academy is a thriving rural secondary school, part of the Endeavour Learning Trust family of schools and located at the heart of the village of Tarleton. We continually strive to be a 'Great school at the heart of the Tarleton community' and have ambition to be the number one secondary school choice for all students in the locality.

At our school you will find a caring, supportive and inclusive community; one that is dedicated to celebrating the potential and uniqueness of everyone. To support this commitment, there is a strong curriculum, inspirational and challenging teaching and learning and dedicated pastoral care. In July 2023, this was recognised by Ofsted and we maintained our rating as a 'Good' school.

We pride ourselves on the strength of our relationships with our students, staff and wider community. Our overriding priority is to get to know each of our students as individuals in order for them to excel in all aspects of school life. We have a distinct 'family' feel, with the wellbeing of our staff and students at the forefront of our decision making - our commitment to reducing workload is non-negotiable. We seek to thrive; individually, together, in our classrooms, staffrooms, schools and right across the Trust.

We have recently moved into a brand-new state-of-the-art carbon neutral school building which offers staff and students an unrivalled school experience with modern design and state of the art technology in all classrooms. This development will continue with the landscaping of our outdoor spaces, the completion of a new MUGA and the proposed 3G AstroTurf pitch. We would highly recommend you come and visit us prior to application in order to appreciate our fantastic new facility.

We hope the enclosed information will give you good insight into the role and will encourage you to apply.



Job Title: Headteacher

School: Tarleton Academy

Contract: Full time, Permanent

Salary: L24 – L30 (Negotiable dependant on experience)

Closing Date: 15th January 2024

Interview Date: 23rd & 24th January 2024

We are now looking for a fantastic candidate to join our thriving and supportive Trust; someone who gets who we are at Tarleton, can inspire our school community, build on the excellent practice already in place and contribute to the Trust as a whole.

As the new Headteacher of this school you will:

- Benefit from the strong support of our Executive Team
- Enjoy the wider specialisms that the Trust offers centrally, so that the Head doesn't need to be the expert in every field (e.g. Finance, HR, Estates, IT)
- Become an active team member with the leadership across the Trust and contribute to the strategic development of our schools
- Be supported in your Headship journey with a genuine commitment to work/home balance
- Lead a team of amazing staff and work with our fantastic students

Whether you are seeking your first Headteacher post or an experienced school leader looking for the next challenge in your career, if you are committed to championing excellence for all and looking for an opportunity to lead an exceptional school within our Trust, we want to hear from you.

HOW TO APPLY

Applications should be submitted by 12pm on Monday 15th January 2024

Interviews are to be held Tuesday 23rd and Wednesday 24th January 2024

To find out more about the role of Headteacher, please visit www.joinendeavour.co.uk. To apply, please complete an application form in full and in addition, please outline any relevant experience and personal qualities you would bring to Endeavour Learning Trust and send to admin@satiseducation.co.uk.

To arrange an informal, confidential discussion regarding this role, please contact Laura McGunigle on 07931 384 683 or laura@satiseducation.co.uk; or Staci Lynch on 07706 337 906 or staci@satiseducation.co.uk.

Refer to the job description and person specification as a guide and give specific examples to demonstrate your suitability for this post.

SAFEGUARDING

Endeavour Learning Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment and individually take responsibility for doing so.

Please note that in line with Keeping Children Safe in Education, an online search will be carried out as part of our due diligence on shortlisted candidates.

JOB DESCRIPTION

HEADTEACHER
TARLETON ACADEMY
FULL TIME, PERMANENT
LEADERSHIP PAY SPINE
L24-L30

To provide professional vision and leadership for the school which secures its success and improvement, ensuring high quality education for all its pupils and improved standards of learning and achievement. Lead by example, holding and articulating clear values and moral purpose, and focusing on providing excellent education for all pupils.

Job Purpose

Communicate the vision and values of the Trust to all stakeholders with a leadership style that promotes engagement, inclusivity and high expectations.

Develop and maintain a positive, warm ethos, where staff and students thrive within a mutually supportive environment

Promote the strategic development of the school in line with the Trust's aims and ambitions

Secure continuing success and sustained improvement for students and staff with a relentless focus on learning that supports the very highest achievement irrespective of starting point or background

Lead by example and model the very highest professional standards at all times.

Champion staff welfare by ensuring a workload that supports a healthy work/home balance and access to high quality continuous professional learning.

Facilitate a productive, calm and focused learning environment, and manage the organisation and administration of the school.

Work constructively and positively with the CEO, Executive Team and wider school leaders and Local Academy Councillor's across the Trust

Adhere to the professional duties of the Headteacher as contained in the School Teachers Pay and Conditions Document and the National Standards of Excellence for Head Teachers.

Building a Vision, Creating the School Culture and Leading Change:

Communicate compellingly the Trust's vision and set high expectations of academic progress, ensuring that learning and progress is at the heart of all strategic planning, empowering all students and staff to excel

Working alongside the Trust leaders and the Local Academy Council to develop and translate the vision, ethos and values of the Trust into clear plans which all stakeholders understand and see their place in.

Demonstrate optimistic personal behaviour, positive relationships and attitudes towards students, staff, parents, Local Academy Councillors and members of the local community.

Lead by example with respect, integrity, creativity, resilience, and clarity to foster and support a culture of collaboration and shared responsibility to improve and sustain outcomes for students.

Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development

Work with political and financial astuteness within a clear set of principles centred on the Trust's vision, ably translating local and national policy into the school's context.

Lead through high expectation, aspiration and innovation, being prepared and able to inspire others, challenge and address under performance.

Demonstrate and model commitment to the school, our partners, students, parents and our community.

Leading Teaching, Curriculum and Assessment

Secure excellent teaching through an analytical understanding of how students learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum

Implement and evaluate strategies which secure the highest standards of teaching and learning, maintaining a professional learning community focused on sustained improvement in student outcomes

Support the execution of an appropriate curriculum which is continually assessed against its impact on learning and progress.

Actively engage with classroom practice and standards of teaching to celebrate excellence and challenge under performance.

Provide a safe, calm and well-ordered environment for all students and staff, focused on safeguarding students and developing their exemplary behaviour in school.

Support and sustain effective systems for the management of student behaviour, including pastoral care and an effective anti-bullying policy.

Prepare, implement and monitor the School Improvement Plan in consultation with Local Academy Councillors and staff.

Ensure that all students and staff fulfil their potential by encouraging high expectations and appropriate interventions within the school.

Leading and Managing Staff

Promote ambitious standards for all students, overcoming disadvantage and advancing equality, instilling a strong sense of collective responsibility in staff for the impact of their work

Create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.

Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning.

Develop a leadership team to build capacity and develop a sustainable and effective management team for the school.

Model and expect outstanding professional conduct and practice.

Maintain a consistently visible approach within the school, modelling quality for others.

Support distributed leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account for their decision making. Ensure school appraisal systems and processes are in place and effectively support, challenge and develop self and others.

Support a professional development programme for all staff which meets the needs of the school and of individuals.

Maintain relationships with staff unions and associations, and other organisations representing staff of the school.

Strengthening Community

Create an outward-facing school which works with other schools and organisations, in a climate of genuine collaboration, to share best practice and help reduce workload.

Develop effective relationships with fellow professionals and colleagues in other public services. Create and sustain partnerships with parents/carers to support and improve student achievement and well-being.

Address parental concerns in a timely, measured fashion.

Build the reputation of the school and ensure that the school is represented positively in the community.

Safeguarding

Ensure that the School is safe for all students and staff

Actively promote the health and wellbeing of all students and expect all staff and volunteers to share and demonstrate this commitment.

Ensure that school complies with any Local Safeguarding arrangements

Ensure that safeguarding policies and procedures are compliant with Keeping Children Safe in Education and are fully understood and implemented by all staff.

Actively promote the safeguarding and well-being of students and staff whilst on the school site and when involved in school activities

Ensure the school provides a safe environment for students, staff, and visitors and for maintaining the Single Central Record.

Budget and Resources

Working with the Trust Director of Estates and Operations, make arrangements as required for the security, maintenance and effective supervision of the school buildings and their contents, and of the school grounds.

Working with the Chief Executive Officer and the Chief Finance Officer, contribute to the annual budget setting and effectively manage the budget throughout the year

Actively seek to ensure the environment and facilities in the school are of the highest presentation and all possible resources are utilised effectively

PERSON SPECIFICATION

	KEY CRITERIA	Essential (E)/ Desirable (D)
QUALIFICATIONS	First degree or equivalent	E
	Masters level qualification	D
	NPQH (in process or completed) or other relevant leadership qualifications	E
	Teaching qualification	E
EXPERIENCE AND KNOWLEDGE	Current Head or Deputy Headteacher	E
	Experience within a wider role in a multi-academy trust.	D
	Background of successful leadership of school improvement strategies as a senior leader	D
	Experience of monitoring School/Academy performance	E
	Experience of setting and monitoring challenging targets	E
	Experience and understanding of management of human and financial resources at a senior level	D
	Experience of working effectively with governors/trustees	E
	Understanding of effective pastoral and behaviour policies and practices	E
	Understanding of effective teaching and learning strategies	E
	Understanding of primary/secondary education – outside of your own sector	D
	Experience of successfully supporting improvement working with other schools / academies	D
SKILLS	Ability to plan and allocate resources effectively	E
	Ability to lead effective educational change	E
	Ability to work collaboratively at all levels	E
	Ability to lead and inspire	E
	Ability to take difficult decisions	E
	Ability to motivate, develop, support and challenge staff	E
	Able to effectively hold others to account for their performance and outcomes	E
	Ability to enhance an environment of value, trust and respect	E

	Ability to successfully establish links with the local community and external partners	E	
	Ability to communicate a clear vision	E	
	Ability to work closely as a team-member	E	
PROFESSIONAL AND PERSONAL ATTRIBUTES	Effective leader, committed to partnership and collaborative working	E	
	Leadership style which reflects the importance of delegating responsibilities and empowering others	E	
	Commitment to the academic, personal and social development of children and families	E	
	Approachable and supportive	E	
	Excellent interpersonal, communications and organisational skills	E	
	Commitment to involving others and maintaining strong and positive relationships with the whole school community	E	
	Someone who is resilient and determined but can also provide support, demonstrate empathy and support staff in a sensitive and considerate manner	E	
	Actively seeks new approaches, ideas and challenges. Be willing to be innovative	E	
	Willing to concede alternative approaches and get behind the team	E	
	Commitment to promoting best practice in safeguarding and the welfare of young people	E	
	Strategic thinker	E	
	An ability to use the full range of leadership skills and qualities including emotional intelligence as appropriate to the situation	E	
	An enthusiastic and motivational leader with strong morale building skills	E	
	OTHER	Clearance through the Disclosure and Barring Service	E
Compliance and adherence to the document 'Guidance for safer working practice for those working with children and young people in education settings' & Guidance for Conduct		E	
Ability and willingness to travel to alternative sites		E	