



BAYSIDE ACADEMY PRINCIPAL RECRUITMENT PACK



JANUARY 2024



Welcome from the Director of Early Years and Primary Education

On behalf of Ambitions Academies Trust, I would like to thank you for your interest in the post of Principal at Bayside Academy.

Ambitions Academies Trust educates pupils across the special, primary and secondary sectors. We currently have 13 academies over 15 sites.

Ambitions Academies Trust was established in 2011 and in everything that we do, we always refer back to the mantra that our young people deserve the very best.

Currently there are 233 young people attending Bayside Academy, we have a PAN of 300, including a Hub for children where we provide additional learning support.

We are proud of the developments and changes that the Bayside Team made to achieve a Good Ofsted rating in July 2022. The next phase for Bayside will be to transform the Academy into a local inclusive learning hub providing opportunities and enrichment for the community, encompassing adult and family learning.

We are looking for a passionate, innovative leader, with a track record of improving outcomes and removing barriers to learning so that all children are able to succeed to their maximum potential.

Our Principal will be an ambitious strategic leader who will enjoy and excel in equal measures both engaging the local community, and working across the Trust to share best practice and improve holistic outcomes.

As a leader of learning, it is important for the Trust that our Principals remain committed to personal professional development. Likewise, the Principal will be passionate about supporting all members of the Bayside Team to continue to develop professionally and innovate. This will support the Academy and Trust to provide world class education.

As a National Leader of Education (NLE) and Director of Primary Education, I am delighted to provide support and coaching for all Primary Principals. My model is bespoke in terms of a dual focus on professional development that is tailored specifically to your individual ambitions, contextualised within the local demographic.

I am open, engaging and accessible. Fundamentally, I am passionate about championing Primary Principal development, with the committed belief that developing our people equates to sustainable excellence of outcomes.

If this sounds like a great opportunity for the next step in your career path, we would be delighted to receive your application.

Yours faithfully



Alexandra Prout
Director of Primary Education

About the Role



As a Trust, we are committed to creating an inclusive, innovative culture where all young people are holistically challenged to achieve the best of their abilities. We are passionate about People, Place and Plant: enthusing and empowering students to become lifelong learners and global citizens.

We strive to provide all young people with a world class education, through a place-based, carefully sequenced and knowledge-rich curriculum that inspires pupils and promotes excellent outcomes for all.

We offer a wide range of enrichment opportunities, including a wealth of music, art and sporting experiences that enable children to be confident, motivated and resilient.

We are seeking a new Principal who will bring a compelling blend of professional ability, ambition and innovation to Bayside and the Trust. You will have an inclusive, visible leadership style, and a determination to deliver a uniquely world-class education. You'll engage young people, teachers, families, and community members alike in your vision for their learning.

We are particularly interested in your approach to raising and extending overall achievement for all learners, developing the Academy into a learning hub at the heart of the community and building a culture of sustained and focused collaboration that produces exceptional outcomes.

Post:	Principal
Contract:	Full Time, Permanent
Salary:	L21 – L25 £77,195 - £85,146

About You

This is an excellent opportunity for a highly experienced current Headteacher/Principal who is looking for their next challenge or a senior school leader who may be seeking a first Principal role - as you will be professionally supported to develop and craft your skills to become an outstanding Principal.

You will see yourself as a teacher at heart, able to inspire others to learn and promoting a broad and balanced curriculum that meets all children's needs. You will also need to have excellent communication skills, be approachable and a good listener; and able to deal with the everyday challenges that being the Principal brings.

You will have experience leading a programme of rapid school improvement and/or of sustaining high academic standards and outcomes, involving the local community. Alongside demonstrating effectiveness as a leading classroom practitioner, you will also bring impressive skills in strategic and resource management, development planning, and personnel and financial management.

As an innovative, motivational leader, you will have a commitment to your own professional development as well as those who work in your team and will contribute to the wider life both at the Bayside and across the Trust. You will have an in-depth knowledge and understanding of current educational priorities and be able to demonstrate how these will influence your vision for the school moving forwards. It is essential that you have experience of promoting equality and diversity and are fully up to date with the policies and procedures relating to safeguarding and promoting children's welfare. You must be committed to inclusion with an up-to-date knowledge of appropriate strategies and the type of support needed for children with special educational needs.

A message from the current Principal, Matt Vernon

Bayside is a community school with the most wonderful open, charismatic and kind children at its core. It has been an honour for me to serve this community - they have opened their hearts to me and they will always have a piece of mine.

We have a staff team with total commitment to ensuring the best possible opportunities for our children and who look out and care for each other. Our school is a good school and we are proud of the ongoing development that we are making in relation to our academic standards and the personal development of our children.

Living on the South Coast



The South Coast is officially the sunniest place in the UK and with over 400 miles of coastline to discover it makes for an ideal place to live, work and play.

Dorset's coastline is a contrast of vibrant coastal towns with many areas of outstanding natural beauty.

Bournemouth offers seven miles of award-winning beaches and an array of shops and restaurants. The town is well known for its association with the arts, music and literature. The strength of Bournemouth's economy lies in its diversity of sectors – financial, marine and aviation alongside the service and tourism sectors. Bournemouth is also becoming a fast growing digital hub with as many as 400 digital agencies throughout the region.



Poole is a bustling coastal town with an incredible history that dates back thousands of years with its cobbled streets and impressive architecture in the Old Town leading to Poole Quay. There are plenty of high-quality restaurants in this area as well as traditional pubs. Poole Harbour is Europe's largest natural harbour; it is a site of Special Scientific Interest and a haven for bird watchers and conservationists.

Travel by boat and see the iconic Old Harry Rocks and the Victorian seaside resort of Swanage at the most eastern point of the Jurassic Coast. The Jurassic Coast, stretching 96 miles, from Exmouth in East Devon to Studland Bay in Dorset was given UNESCO World Heritage Status in 2001.



Weymouth is one of the gems of the Jurassic shoreline with a pretty seafront and a traditional fishing harbour. Situated on a sheltered bay at the mouth of the River Wey, Weymouth is the third-largest settlement in Dorset after Bournemouth and Poole. The Olympic legacy can be seen throughout the town since hosting the sailing events in 2012 with a fantastic offering of water sports and coastal activities. There is also a thriving live music and club scene.

This is a fabulous place for families to live, work and study, with a thriving economy, plenty of activities and entertainment, good schools and universities, all situated within a beautiful location.

Job Description



POST:	Principal
GRADE:	L21 – L25
RESPONSIBLE TO:	Primary Education Director and Academy Committee in line with the scheme of delegation
RESPONSIBLE FOR:	All employees and pupils of Bayside Academy

PURPOSE:

The overall job purpose is to ensure that every day is a quality, safe, enjoyable and enriching day. Specifically, the Principal will be responsible to the Director of Primary Education for the operational leadership, internal organisation, management and control of the Academy.

The Principal, working with the Director of Primary Education, is expected to deliver a shared vision and school development plan to inspire and motivate pupils, staff and all members of the Bayside Academy community. The vision will incorporate aspects of the quality of education, leadership and management, behaviour and attitudes, inclusion and personal development.

The Principal will be required to provide strong and effective leadership to ensure the vision, leadership at all levels and the direction of the Academy meets the aims and targets.

The Principal is responsible for:

- Meeting student needs and raising standards
- Efficient and effective use of resources to achieve the academies aims and objectives

MAIN DUTIES & RESPONSIBILITIES:

In seeking to realise this vision the Principal would be expected to carry out the following duties and to recognise that the list is only indicative and that there might be other, similar duties which might be required to carry out.

The Principal, working in partnership with the Director of Primary Education, will be responsible for:

Leadership, Governance & Accountability

- Collaborate with Trust Directors, Principals, the CEO and Academy Committee to develop a clear vision and strategic plan for the future of the Academy, aligned to the Trust's overall vision and values.
- Implement the vision and strategic plan agreed by the Trust Board, ensuring the Academy secures the very best academic, citizenship and personal outcomes for every young person and team member.
- Ensure regular engagement and collaboration with colleagues across the Trust, sharing best practice, innovation and learning opportunities.
- Report to the Trust Directors and Academy Committee on the Academy's performance, the progress and welfare of learners, progress towards Academy improvement priorities and the implementation of Trust policies.
- Provide effective and inspiring leadership for the Academy, ensuring that all staff are motivated and work in collaboration to achieve the highest outcomes for learners and themselves.
- Ensure that appropriate targets are set and agreed throughout the Academy in order to achieve the agreed strategic aims and objectives, that performance against these targets is monitored, and that the Academy meets the targets.

- Foster excellent internal and external communications based on a spirit of openness and transparency, and ensure that stakeholders are kept informed about key developments and decisions of the Academy and Trust.
- Demonstrate commitment to the personal growth and development of staff and young people at all levels, enabling them to develop the skills necessary to achieve outstanding outcomes.
- Champion staff health and well-being and ensure staff are deployed and managed well giving due attention to workload.
- Establish and oversee systems, processes and policies that enable the Academy to operate effectively and efficiently.
- Develop and sustain an ethos and culture of high ambition for all, where diversity and inclusion are celebrated.
- Build and maintain excellent relationships with other academies and colleagues across the Trust, the Academy Committee, the local community and partners.

Teaching, Curriculum & Assessment

- Ensure that the Academy delivers high quality learning opportunities that enable students to make excellent progress and reach high levels of achievement.
- Ensure the curriculum is place-based, innovative, inclusive, inspiring, and motivating; and provides the knowledge, skills and attributes young people need to succeed.
- Ensure valid, reliable and proportionate approaches are used when assessing students' knowledge and understanding of the curriculum.
- Ensure effective curriculum leadership, developing leaders with high levels of relevant expertise and access to professional networks and communities.
- Ensure and sustain high-quality, expert teaching across all phases and subjects.
- Ensure the Academy has in place rigorous and robust quality assurance processes which use data and evidence for educational improvement and meet the requirements of external agencies, for example Ofsted and the DfE.

Culture and Behaviour

- Role-model being a lifelong learner; championing the values of being humble, open and transparent.
- Develop and sustain a culture where mutual respect, dignity, integrity, care, and compassion are universal across the community.
- Ensure that the Academy remains an innovative, inclusive, child-centred organisation and an effective learning community for all.
- Empower the young people in the Academy to be proactive in their learning and personal development, and use their feedback to support the continuous improvement of their learning experience and personal development.
- Encourage high standards of behaviour and use consistent and fair approaches to managing behaviour.

Professional Development

- Ensure that ambitious targets are set throughout the Academy, and that performance against these targets is rigorously monitored.
- Empower staff to be proactive in their learning and professional development and use their feedback to support the continuous improvement of the learning experience and professional development at the Academy and across the Trust.
- Ensure that staff are trained and encouraged to secure the best possible outcomes for students, through providing access to high quality professional development opportunities for all staff members.

- Identify talent and support the development of leadership and management skills within the Academy to support longer-term succession plans.
- As Principal, proactively seek to develop your knowledge, skills, and expertise as a leader, keeping up to date with developments in education.

Partnerships and Stakeholder Engagement

- Be an outstanding ambassador for the Academy and the Trust, promoting and representing at local, regional, and national level.
- To ensure that the Academy is seen as a community hub in the local area and that it plays a leading role in supporting and developing young people and families.
- Develop and maintain positive and effective working relationships with all external stakeholders, including local headteachers, local employers, and other external organisations.
- Promote positive and effective working partnerships with the local community, other educational establishments, professional bodies and government departments.

Pastoral, Inclusion & Safeguarding

- Ensure the safety and wellbeing of students through effective approaches to safeguarding and health, safety and welfare.
- Understand and promote the importance of mental health and wellbeing.
- Ensure the Academy holds ambitious expectations for all students, including those with safeguarding, mental health, wellbeing, SEND and other additional needs.
- Ensure the Academy works effectively in partnership with students, families and professionals to identify additional needs and ensure a graduated approach, support and adaptations are provided.
- Ensure the protection and safety of students and staff through effective approaches to safeguarding.
- Ensure the Academy's policies and procedures for safeguarding children and vulnerable adults and associated procedures are understood and effective in keeping students safe.
- Delegate operational responsibility and implementation of procedures to the designated lead for safeguarding.
- Be passionate about and committed to the principles of safeguarding and promoting the welfare and wellbeing of children and young people.

In addition, the Principal will

- Oversee the Academy's general financial management through the implementation of rigorous financial processes.
- Oversee the development and implementation of admission and retention strategies to ensure the Academy is financially sustainable.
- Keep abreast of the external financial landscape and the potential impact of any changes to this landscape on the Academy.
- Develop and implement appropriate risk management policies and practices.
- Ensure that recruitment practice is highly effective in creating a diverse, well-qualified and committed staff team, dedicated to delivering the Academy's and the Trust's vision.
- Promote positive, integrated and innovative working relationships within the Academy and contribute to the Academy and Trust becoming an employer of choice.
- Have direct line management responsibilities for staff members, including senior leaders, as appropriate.
- Act in accordance with policies and legislation affecting the conduct of the Academy, including health and safety, equality, data protection and employment.
- Undertake any other duties commensurate with the post as reasonably delegated.

GENERAL:

- To promote and support AAT’s culture of “High Expectations for All” and encourage staff and pupils to follow this example.
- To promote and safeguard the welfare of children in your care or that you come into contact with in accordance with the Trust Child Protection and Safeguarding Policy.
- To comply with, promote and act in accordance with all Trust and Academy policies.
- To be responsible for complying with data protection legislation and expectations for confidentiality. Any issues or breaches to be reported to the Trust HR Director at the earliest opportunity.
- To be responsible for complying with health & safety legislation and guidance. Any issues or breaches to be reported to the Trust Estates Director immediately.
- To maintain consistent working relationship with colleagues, supporting them in line with your role and responsibilities.
- To keep colleagues informed about aspects of your work and schedule which may affect the support you can give them.
- To develop your effectiveness by up-dating your knowledge and skills, seeking and taking account of constructive feedback on your performance, making effective use of the development opportunities made available to you.
- To identify and agree personal development objectives with your line manager.
- To be courteous to colleagues and provide a welcoming environment to visitors.

ADDITIONAL INFORMATION

Throughout the Trust it is our practice to vary the specific responsibilities in line with the needs of the Trust. This will be carried out in consultation with the post holder.

This is an outline job description only and the post holder will be expected to comply with any reasonable request from a manager to undertake commensurate work of a similar level, or any lesser duties, that are not specified in this Job Description.

The aim of the job description is to indicate the general purpose and level of responsibility of the post.

Please be aware that duties may vary from time to time without changing their character or general level of responsibility.

Duties may be subject to periodic review by the Chief Executive Officer or nominated representative (in consultation with the post holder) to reflect the changing needs of the Trust.

Signed: **Date:**

Post Holder

One copy to be retained by member of staff and one kept on the employee’s file.

Ambitions Academies Trust is committed to providing a safe, supportive and stimulating environment for all its pupils following Keeping Children Safe in Education Guidelines. This post is exempt from the Rehabilitation of Offenders Act 1974

	Essential	Desirable
QUALIFICATIONS		
<ul style="list-style-type: none"> Degree or equivalent Qualified teacher status Leadership or management qualification e.g. NPQH or Masters level qualification Previous experience as DSL 	<p>*</p> <p>*</p>	<p>*</p> <p>*</p>
LEADERSHIP & EXPERIENCE		
<ul style="list-style-type: none"> Success in leading and motivating people to high quality outcomes Proven experience in managing change to a successful conclusion Senior leadership experience in a relevant educational institution Previously experience of Principal, Vice Principal or similar senior leadership role Experience of delivering successful improvement strategies which have improved progress and raised achievement Proven experience of effectively communicating with and working with trustees or governors Understanding of high-quality teaching based on experience, the ability to model this for others and coach others to improve 	<p>*</p> <p>*</p> <p>*</p> <p>*</p> <p>*</p> <p>*</p>	<p>*</p>

	Essential	Desirable
KNOWLEDGE, SKILLS & PERSONAL QUALITIES		
<ul style="list-style-type: none"> • Authentic, compassionate and inspirational leadership, with the ability to engage, enthuse, motivate and inspire others 	*	
<ul style="list-style-type: none"> • Highly effective team building skills 	*	
<ul style="list-style-type: none"> • Excellent communication skills, written, verbal and digital 	*	
<ul style="list-style-type: none"> • Demonstrable commitment to reflective practice including the ability to use evidence and consider a range of perspectives to support complex decision-making 	*	
<ul style="list-style-type: none"> • Commitment to uphold the seven principles of public life (the Nolan Principles) at all times 	*	
<ul style="list-style-type: none"> • Ability to work under pressure and prioritise own workload effectively 	*	
<ul style="list-style-type: none"> • Proactive openness to seeking alternative perspectives, coaching and advice 	*	
<ul style="list-style-type: none"> • Commitment to maintaining the highest standards of professionalism and confidentiality at all times 	*	
<ul style="list-style-type: none"> • Demonstrable commitment to excellence, for self and others, and a passion for all to achieve to their true potential 	*	
<ul style="list-style-type: none"> • Commitment to the safeguarding of all staff and students 	*	
<ul style="list-style-type: none"> • Commitment to equality of opportunity for all staff and students 	*	
<ul style="list-style-type: none"> • Demonstrable commitment to continuous professional development, of self and others 	*	

How to apply...

Thank you for your interest in Ambitions Academies Trust.

To arrange an informal, confidential discussion regarding this role, please contact Ms Alex Prout, Director of Education at alex.prout@aat.education

Tours of Bayside Academy are welcome and will be available at 10am on Wednesday 31st January and 2pm on Thursday 8th February. To book a place, please contact Jemma Whitaker; HR Academy Lead at jemma.whitaker@bayside-academy.co.uk

Closing date for applications: Monday 5th February 2024 at 9am

Interview date: Friday 9th February 2024

We will notify all candidates of the shortlisting decision by 5pm Tuesday 6th February.

Successful candidates will be sent a pre-interview task at 5:30pm on Tuesday 6th February to be completed within 50 minutes via email.

Click [HERE](#) to apply now

We look forward to receiving your application.

Discover more at www.ambitions-academies.co.uk



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