Oasis Academy Coulsdon

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Principal Recruitment Brochure

Welcome

Dear Colleague,

Thank you for your interest in this important role at Oasis Academy Coulsdon (OAC).

Our School

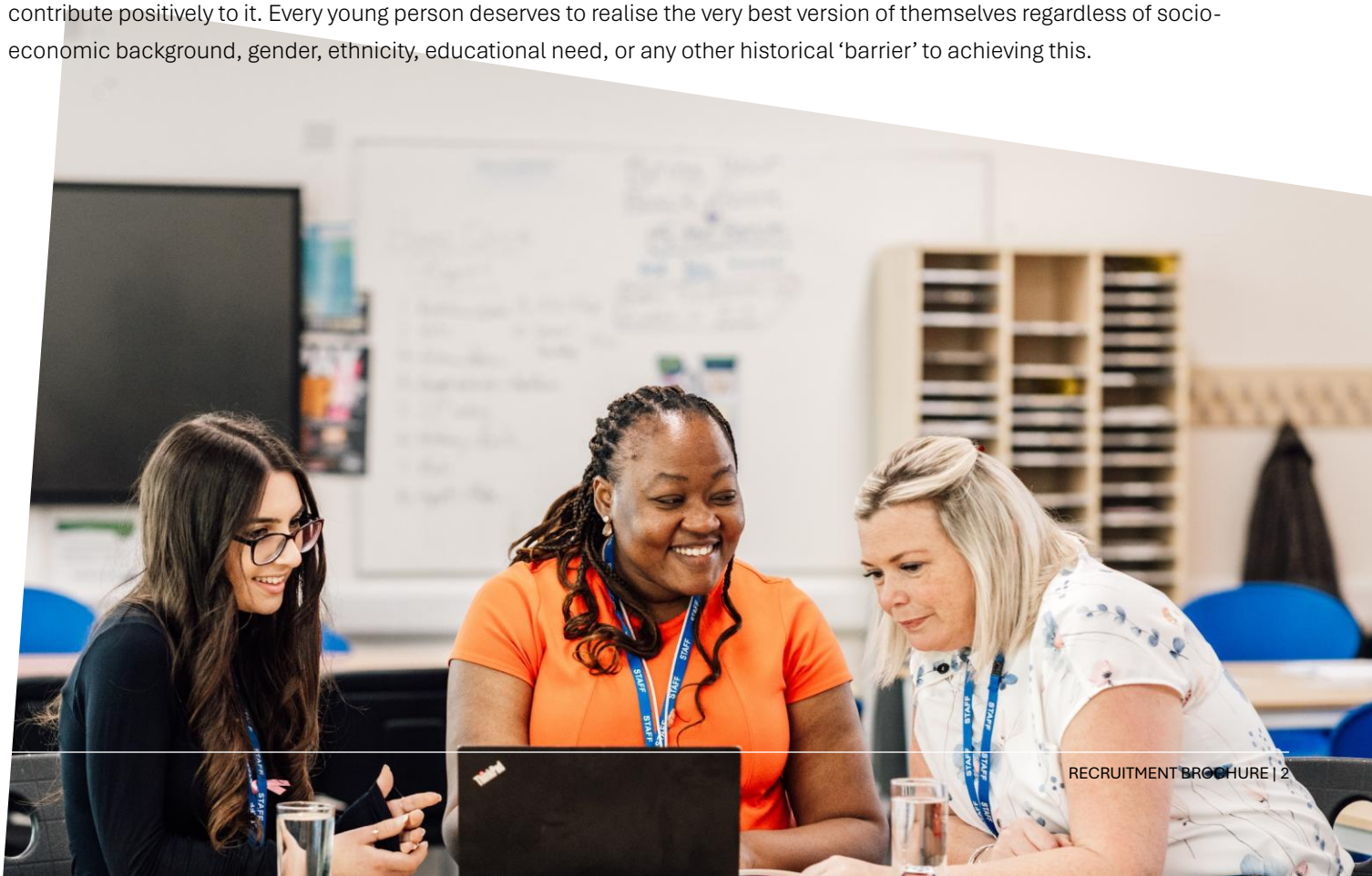
We are a well-established secondary school of choice in the south of the Croydon borough of London. We opened as Oasis in September 2008 and have worked tirelessly to become a trusted and oversubscribed secondary school in the community we serve. In 2011 our multi-million pound rebuild was finished, and we opened our new modern, light, and expansive facilities. We are extremely fortunate to be based within green belt land, affording us extensive sports fields and a backdrop of woods and common land.

Our Community

We predominantly serve Old Coulsdon and Coulsdon, however, we are extremely close to the border of Surrey and have many students travelling from neighbouring Caterham. We are proud to be a truly comprehensive school. Some of the areas we serve are among the most disadvantaged in the borough, with 28% of students are Pupil Premium, with 27% of our students receiving Free School Meals. 33% of students at OAC have SEND, and inclusiveness is at the heart of everything we do - we strongly believe in meeting people where they are at but not leaving them there. We have a diverse cohort of students, and students are all proud of their individual heritage and the collective identity that OAC gives them, which is celebrated at our annual Culture Day.

Our Values

We strive to be a school that is very much the heart of the community, where everyone associated with us is proud to call us 'their school'. Each child who walks through our doors must leave equipped with the capacity to thrive in the wider world and contribute positively to it. Every young person deserves to realise the very best version of themselves regardless of socio-economic background, gender, ethnicity, educational need, or any other historical 'barrier' to achieving this.



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We will provide the support, opportunities, structure, and inspirational learning required to facilitate this. Our values of 'excellence through resilience, rigor, aspiration, and passion' drive everything we do in our day-to-day actions and strategic planning.

What we offer

You will be joining an extremely talented and highly committed staff team. We all care deeply about our students and staff and are determined to deliver the very best for our community. We have a well-established and robust curriculum in place, and we are fortunate to have a wealth of resources to support adaptation needs for our students through Trust Subject Leads who work across Oasis Academies, sharing best practice and ideas.

You will benefit from regular CPD delivered within the academy, with dedicated time for staff once a week thanks to a shortened school day on Wednesdays to allow us to have regular and focused sessions. We also benefit from local cluster and national CPD by the OCL learning and development team. Being part of a relatively large trust presents opportunities to learn from others as well as clear routes of career progression for both teaching and support staff.

Career development is very much at the forefront of our thinking, ensuring you get the chance to develop your skills and be well-placed for the next step in your career. Above all, OAC is an exciting and enjoyable place to work. Morale is high amongst staff, and your well-being will always be a priority as you help to grown and shape the future of the school.

What we are looking for

Quite simply, we want someone who shares our values and vision for delivering exceptional education at the heart of the community. Whether you are an experienced Headteacher or seeking your first headship, we are looking for a leader who has a compelling, strategic vision for the academy to further develop its reputation as a high-performing, inclusive school which serves the students, families and staff within the school community.

We encourage visits and/or informal conversations ahead of any application. We are pleased to offer 3 slots for visits for interested candidates. These dates are; Monday 9th November, Thursday 19th November and Thursday 24th November. Visits will be scheduled for between 10am and 12pm. If you wish to arrange one, or have any other questions, please contact Ella Marett-Gregory (ella.marett-gregory@oasisuk.org) and one of the team will be in contact.

I look forward to receiving your application.

Anthony Williams



Regional Director

Principal Job Description

Post:	**Principal**	**Responsible to:**	**Regional Director**
Location:	**Oasis Academy Coulsdon**	**Salary:**	**L29-L35**
Working pattern:	**Full time**	**Disclosure Level:**	**Enhanced**

Job Purpose:

The Principal will be accountable for the leadership, internal organisation, management and control of the Academy. It will be for him/her to lead the staff in realising the vision of establishing and developing a unique, extended learning community which will cater for the whole person - academically, vocationally, socially, morally, spiritually, physically, emotionally and environmentally.

The Principal will ensure that the Academy not only serves students but also works closely as a part of Oasis Hub to serve the whole community.

The Principal will also ensure that the Oasis ethos as well as the 9 Habits which flow from it permeate every aspect of the Academy's life.

Key responsibilities:

In seeking to realise the vision for the Academy, the Principal would be expected to carry out the following duties as well as to recognise that the list is only indicative and that there might be other, similar duties which he/she might be required to carry out.

A. STRATEGY

- Formulating the aims and objectives of the Academy against the purpose, ethos and values of Oasis, as well as the overarching Oasis Philosophy of Education
- Producing and implementing Academy evaluation and improvement plans, setting strategic targets and performance indicators
- Ensuring the Academy is a unique model of learning for the community by integrating adults and students in line with Oasis' founding principles
- Ensuring the Academy is an integral part of the Bristol Hub and serves as part of our model of community transformation

- Leading and inspiring the staff by their example and encouraging them to achieve the highest personal and professional standards at all times

B. LEADERSHIP OF STAFF

- Ensuring that the Academy is adequately and appropriately staffed, recruiting as necessary in accordance with Oasis Community Learning's HR policies and procedures
- Encouraging team development and an ethos which enables everyone to work collaboratively and accept responsibility for shared outcomes across the full age range
- Managing the deployment of all staff including line management responsibilities and accountabilities and contingency planning
- Ensuring that all staff (teachers and support staff) at the Academy receive appropriate, high-calibre information and training to enable them to carry out their professional duties
- Overseeing an accurate assessment framework in order to judge the quality of teaching and learning, and embedding of consistent high standards for all students including the most able and disadvantaged students
- To ensure leadership of an annual performance management cycle is carried out within the academy, making certain that adequate training and development opportunities are made available to all staff, and ensuring the recruitment and retention of high-calibre staff, as well as appropriate action where performance is unsatisfactory
- Liaising as appropriate with all staff unions or associations
- Ensure that all staff are annually appraised and that pay progression for teachers is appropriately managed, under pinned by a clear strategy for performance related pay
- Working with the Oasis National People Directorate to annually appraise leadership staff

C. LEADERSHIP OF STUDENTS

- To ensure all students are in a safe, secure learning environment in accordance with safeguarding expectation in the latest statutory guidance issued by the Secretary of State for Education and DfE guidance
- Taking into account whole school strategies that promote awareness of the dangers of abuse, sexual exploitation, neglect, FGM, honour based violence, domestic violence, radicalisation and extremism, ensuing the Prevent Duty is fulfilled
- Ensuring that the Academy has an effective system of pastoral care in place for all students; providing appropriate support, encouragement, impartial advice and guidance in line with the latest DfE guidance in respect of course choice and the transition from the Academy to the world of work, training, Further or Higher Education, as well as their personal and spiritual development
- Ensuring students' learning and progress is effectively assessed through a rigorous assessment strategy, monitored and reported through the use of the Oasis Accountability Framework, and celebrated, so that students experience continuity and coherence in all their learning across the curriculum and the entire age range

- Providing all students with a personalised curriculum which meets their needs and which includes particular support for those with learning difficulties or those who may be particularly gifted and setting challenging targets for all
- Creating ways for students to be actively involved in the academy decision-making process and for their views on the learning process to be listened to and respected
- Providing ample opportunities to enhance their learning by participating in enterprise activities, residential courses, educational visits, work experience and other extra-curricular activities
- Determining strategies which ensure high standards of behaviour and attendance, developing and applying a constructive policy when exclusion needs to be considered as part of an area-wide approach
- Ensuring admissions are fair and inclusive, mirroring the Local Authority policy
- Ensuring the academy provides high quality spiritual, moral, social and cultural development for all students

D. LIAISON WITH PARENTS/CARERS

- Keeping in close contact with parents/carers and being available to meet with them at any reasonable time to discuss their children's progress or welfare
- Sending them regular information about the academy and providing reports on their children's work and progress - ensuring parents/carers have opportunities to discuss these reports with academy staff
- Holding regular parents'/carers' evenings or review days at least annually for each year group
- Creating opportunities for parents/carers to support the Academy through learning alongside students, helping with sports activities, accompanying trips, encouraging their children with their work and, if appropriate, forming a Parents'/Carers' Forum to assist the work of the Academy

E. CURRICULUM

- Determining, organising and implementing a balanced and broad curriculum that has a positive impact on pupils' outcomes and their personal development, behaviour and welfare
- Encourage and embed high expectations and aspirations amongst staff and students looking for innovative and creative solutions; and employing new technologies where appropriate; ensuring continuity and coherence across the full age range
- Developing Personalised Learning for all our students, whether high achievers or disadvantaged. To encourage them to selecta variety of types of course, developing all their talents and abilities and widening their experience. We place equal value on personal development, preparation for life after school and academic progress maintained
- Arranging for the construction of the Academy timetable to facilitate the above arrangements and to ensure that its wider curricular aims are met
- Evaluating on a regular basis, standards of teaching and learning in the academy and ensuring that high standards of professional practice are established and maintained

- To oversee the development and implementation and sustained delivery of outstanding teaching, learning and assessment throughout the academy in order to support students achieving highly from their starting points
- Ensuring the Academy equips students positively for life in modern Britain and promotes fundamental British values. To foster greater understanding of and respect for people of all faiths and no faith, races, genders, ages, disability and sexual orientations, through their words, actions and influence within the Academy and the wider community, in line with the Oasis ethos

F. THE MANAGEMENT OF RESOURCES

- Allocating, controlling and accounting for those financial and material resources of the Academy which are the responsibility of the Principal
- Ensuring the maintenance and development of the premises and grounds to ensure maximum practical use and to provide extensive facilities for use by students and members of the community throughout the day, ensuring health and safety requirements are met
- Ensuring that all contracts for site management are negotiated to “best value” and that performance against contract is reviewed on a regular basis
- Having due regard at all times for the health and safety of all users and ensuring that appropriate health and safety responsibilities are understood by all; setting up a health and safety committee according to the requirements of the Health and Safety Executive
- To work in close partnership with national and local cluster service teams in order to ensure compliance, high quality service and best-value

G. EXTERNAL LIAISON

- Developing collaborative links with the local Oasis Hub to maximise the opportunities for staff, students and families
- Maintaining positive and active relationships with other schools, businesses and agencies in the area, in particular with other local primary schools
- Developing further the good relationships already established with the Local Authority to promote coherent educational programmes within the area
- Working collaboratively and effectively in line with the latest statutory guidance for multi-agency work, to underpin strong community relationships and partnerships that support students’ welfare and development, including social services, health care providers and emergency services
- Helping to shape the Oasis Academy model and developing links with other Oasis Academies, as well as seeking links with other schools worldwide Initiating, developing, and maintaining links with local business partners to secure a range of quality mentoring, work experience placements and internships for students in line with the vision for the academy

H. SAFEGUARDING CHILDREN

Oasis Community Learning is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks and safeguarding training.

Senior members of staff are required to undertake Safer Recruitment in Education training.

The person undertaking this role is expected to work within the policies, ethos and aims of the Academy and to carry out such other duties as may reasonably be assigned by the Regional Director. The post holder will be expected to have an agreed flexible working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, contractors and community members.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed

Person Specification

Qualifications	• NPQH (desirable) • Qualified to degree level • PGCE (or equivalent) – Qualified to Teach in England • Evidence of recent, relevant professional development
Experience	• Leading and managing people individually and in teams to a high standard Managing change through bringing innovative ideas to traditional approaches to teaching and learning • Managing and improving the curriculum offer resulting in demonstrable impact • Understanding and/or experience of managing finances and ensuring financial sustainability • Experience of managing risk across a school or organisation • Experience of operating an organisation from a health and safety perspective • Breadth of experience in school leadership, e.g. one or more from the following: pastoral and academic leadership experience; teaching in several contrasting schools or working in other sectors beyond education • A proven track record of effective headship or senior leadership in an urban primary or secondary school, ideally graded as good or outstanding by Ofsted • Experience of working effectively with the local community
Knowledge Skills & Abilities	• A wide knowledge of current and proposed education policy and the legal framework within which academies and schools must operate, particularly in relation to safeguarding • A wide understanding of the links between education and community transformation • An ability to effectively prioritise and plan for self, others and the organisation • An ability to problem solve and think creatively when dealing with complex issues • An ability to develop and communicate a complex vision in simple and easily-understood terms to a variety of audiences • An ability to manage and empower others to maintain high standards of student discipline in order to ensure a positive climate for learning • An ability to lead academy-wide improvement initiatives that have a demonstrable impact on student attainment

Personal Attributes	• Passionately committed to safeguarding and the welfare and wellbeing of children and young people • Willingness to undergo appropriate checks, including enhanced DBS checks To work hard and remain fully committed, even when under pressure, always acting with consideration for yourself and others • Forgiving and committed to healthy inclusive relationships (strong interpersonal & diplomatic skills) • Emotionally resilient and therefore patient and persevering with challenging behaviours and attitudes • To be hopeful, honest and always act with integrity, taking a rigorous approach to improving standards in order to ensure transformation of pupils lives and their wider communities • Act with humility and as a team player by serving others both in the academy and the Oasis family • Able to demonstrate and communicate the Oasis ethos and 9 Habits in your behaviours and actions • Positive, passionate, enthusiastic, and able to help others be the same • Able to keep a sense of proportion by acting with self-control • Act with authenticity and integrity • To have high aspirations and a commitment to excellence, and to role model this behaviour to others • Self-disciplined and able to reflect and learn in order develop wisdom and understanding

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Contact Us

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For updates on our academies follow us on:

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