



**North East
Learning Trust**

Head of School
Ashington Academy
Applicant information pack

Head of School

Permanent

Required January 2024

Salary - L27- L33

£89,414 - £103,578

The North East Learning Trust (NELT) is looking to appoint a dynamic Head of School to join our family of schools and lead Ashington Academy or any other schools within the Trust from 1st January 2024 or sooner. This exciting post has arisen due to the current Head of School taking up an Executive Head post within our Trust.

Currently graded as 'good' in all areas (Ofsted, March 2022), Ashington Academy has undergone a truly transformational journey since it joined NELT in 2017. This transformation has been achieved as a result of unwavering support from a team of trusted leaders of education. There is an unrelenting focus on high-quality teaching and learning, an academically ambitious curriculum, complemented by an exceptionally talented and committed staff body. We are proud to say that this transformation has been echoed and further substantiated by exceptional outcomes for our fantastic young learners, both in the main school and sixth form. Ashington Academy is not only becoming one of the top-performing schools in Northumberland, but also across the North East.

Our new Head of School will lead Ashington Academy into the next stage of its journey to 'outstanding'. They will also echo our high aspirations for the school as we look forward with great optimism to a future of: continued exceptional progress, top performance, and rich extra-curricular opportunities for the children of this proud school and wider community.

The successful candidate will be driven by a deep-seated desire to make a real and lasting difference to the lives of children. They must be able to motivate, develop and inspire staff through their love of teaching and their demonstrable talent as a teacher and leader. If you have a proven track record of success, of generating momentum and of bringing about change, this role could be perfect for you.

Working for the North East Learning Trust means joining one of the most successful and ambitious education trusts in the country and one of the largest school families in the region. We pride ourselves on creating outstanding schools, in every sense of the word, with a track record of transformation and success that speaks for itself.

NELT staff are never alone with a dependable network of experienced and talented teachers supporting and nurturing all staff. Our Trust leaders are renowned for their hands-on approach to school improvement and are in demand regionally and nationally for their specialised knowledge and expertise. Our culture is one of professional development, and collaboration across all Trust schools where we invest in support, coaching and at all levels, supported by our Research School,

Teaching School Hub and Associate College for The National Institute of Teaching.

On top of this, as a newly appointed Head of School, you will be individually supported by an experienced executive headteacher who will share your pursuit of excellence and your passion for ensuring that the children of Ashington continue to get what they, and what every child deserves - the very best education possible.

We look forward to discussing the role with candidates who have the relevant experience and personal attributes needed for the job. Please contact Emma Campbell on 0191 5180222 ext 17104 to arrange a call or visit.

Closing date:

Monday 2nd October 2023 (12 noon), interviews Thursday 12th and Friday 13th October 2023.

How to apply:

Application packs can be downloaded from www.nelt.co.uk/careers

Letters of application (no more than 2 sides of A4 detailing relevant experience) should be returned along with application forms to:
Emma.campbell@shottonhallacademy.co.uk or by post to Emma Campbell,
The Academy at Shotton Hall, Passfield Way, Peterlee, SR8 1AU

Job description

Post title:

Head of School

Responsible to:

Trust CEO and Executive Head

Job purpose:

To carry out the duties of the Head of School in accordance with the current conditions of employment for Headteachers contained in the Academy Teachers' Pay and conditions document, the 1998 Academy Standards Framework, the required standard for Qualified Teacher Status and any other current educational legislation as required in various Education Acts.

Duties and responsibilities:

The Head of School will, in collaboration with the Trust senior team:

Promote improvement and shape the future

- Promote a constant focus on raising achievement, improving teaching, promoting the highest standards of behaviour and safety, and developing the leadership skills of self and others;
- Work with the local academy council, staff and parents/carers to create a shared vision and strategic plan;
- Ensure that the vision for the academy is clearly articulated, shared, understood and acted upon effectively by all
- work with the academy community to translate the vision into agreed objectives and operational plans which will promote and sustain academy improvement;
- demonstrate the vision and values in everyday work and practice;
- inspire and motivate others;
- create a shared culture and positive climate;
- challenge any form of prejudice and inequality, and promote the richness of cultural and religious diversity;
- ensure creativity, innovation and the use of appropriate new technologies to achieve excellence;
- where appropriate contribute to the leadership of the Trust;
- promote innovation which improves outcomes for young people.
- develop and maintain a culture of high expectations for self and others and take appropriate swift action when performance requires improvement or is inadequate;
- regularly review own practice, set personal targets and take responsibility for own professional development;
- manage their own workload and that of others to allow an

appropriate work/life balance.

Leadership and Management

- provide effective academy management and continuously seek to improve organisational policies and structures based on effective self-evaluation;
- ensure that all safeguarding policies and procedures are in place and are acted upon by all staff and governors;
- create an organisational structure which reflects the academy's values, and enables the management systems, structures and processes to work effectively in line with legal requirements and the academy's aims and objectives;
- ensure that policies and practices take account of national and local circumstances, policies and initiatives;
- manage the academy's financial and human resources effectively and efficiently to achieve the academy's educational aims and objectives;
- recruit, retain and deploy staff appropriately and manage their workload to achieve the vision and goals of the academy;
- implement successful performance management processes for all staff;
- manage and organise the academy environment efficiently and effectively to ensure that it meets the needs of the curriculum, and health and safety regulations;
- ensure that the range, quality and use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all students and provide value for money;
- use and integrate a range of technologies effectively and efficiently to manage the academy.

Securing Accountability

- effectively fulfil commitments arising from contractual accountability to the Trust;
- work with the local academy council (providing information, objective advice and support) to enable it to meet its responsibilities;
- develop an academy ethos which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes;
- ensure individual staff accountabilities are clearly defined, understood and agreed, and are subject to rigorous review and evaluation;
- develop and present a coherent, understandable and accurate account of the academy's performance to a range of audiences including the Trust, local academy councils, parents/carers;
- reflect on personal contribution to academy achievements and take account of feedback from others;
- ensure a robust quality assurance mechanism is in place in collaboration with the Trust.

Strengthening Community

- build an academy culture and curriculum which takes account of the richness and diversity of the academy's communities;
- create and promote positive strategies for challenging racial and other prejudice;
- ensure learning experiences for students are linked into and integrated with the wider community;
- collaborate with a range of external agencies to provide effective support for students and their families;
- create and maintain an effective partnership with parents to raise students' achievement and support their personal development;
- seek opportunities to invite parents and carers, community figures, businesses or other organisations into the academy to promote students' learning.

Safeguarding and security

Be familiar with all trust policies and procedures and have a strong commitment to safeguarding and promoting the welfare of children and young people.

General information

The post will require travel between academies and head office.

Safer recruitment:

The North East Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure. An enhanced DBS check and pre-occupational health check are an essential part of the selection and recruitment process.

We are an equal opportunity employer. We want to develop a more diverse workforce and we positively welcome applicants from all sections of the community.

Applications with disabilities will be granted an interview if the essential job criteria are met.

Person specification

	Essential	Desirable
Education/training	<ul style="list-style-type: none"> • Qualified Teacher Status • Honours degree or equivalent in a relevant subject. 	<ul style="list-style-type: none"> • Recent and relevant continual • Professional Development
Experience	<ul style="list-style-type: none"> • Successful experience at Deputy Headteacher level within a secondary school • Experience of successful and co-operative working as a team member • Successful experience in leading and managing change and innovation to achieve high performance • Proven track record over time of raising achievement. • Significant contribution and evidence of the impact in professional development of other colleagues in schools • Evidence of tackling under performance in staff and students. • Experience of resource and financial management including monitoring and evaluation 	<ul style="list-style-type: none"> • A range of leadership, management and teaching experience in more than one context • Knowledge and understanding of post 16 education • Evidence of the impact and support in own and other people's development
Aptitude and skills	<ul style="list-style-type: none"> • Safeguarding children and young people • Strategic planning and school evaluation • A high level of skill in the effective use of data to track and evaluate the performance of students and implement appropriate intervention • National policy framework and current educational legislation, initiatives and teaching standards • Equal opportunities and commitment to their pursuit • Curriculum management – planning, delivery and assessment 	

Personal qualities	<p>Candidates must demonstrate:</p> <ul style="list-style-type: none"> • A commitment to the welfare and safeguarding of young people • Strong personal motivation and drive to ensure school improvement • The ability to inspire and motivate staff, students and the wider community and engage their commitment to the Trust's vision • Ability to provide ambitious, enthusiastic, sensitive, resilient and appropriately focused leadership whilst working with others • Evidence of being able to build and sustain effective working relationships with students, staff, governors and the wider community • Evidence of working collaboratively and networking with others, within and beyond the academy to build and sustain a learning community • Ability to analyse and interpret information to make informed decisions and exercise good judgement • Organise, plan and prioritise effectively • The ability to be reflective and self-critical • Open and approachable with a vision that inspires others but is also rooted in reality • An exceptional role model with high standards of integrity and approachability • Excellent interpersonal skills and the ability to manage own workload 	
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References:

Any relevant issues arising from references will be taken up at interview.

DBS and pre-occupational health:

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Equal opportunities:

We are an equal opportunity employer. We want to develop a more diverse workforce and we positively welcome applicants from all sections of the community.

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