

Recruitment Information

Headteacher, starting 1st September 2021



CREATING REMARKABLE SCHOOLS
NO CHILD LEFT BEHIND

Welcome to Beckfoot Trust

Dear Applicant

Thank you for taking an interest in Beckfoot Trust and its schools. We created the Trust in 2013 because we believe that schools become stronger by working together. We started with just two schools and have built steadily to ten with four secondary, four primary and two special schools. All of our schools are located in Bradford and comprehensive in character. We educate over 7,500 learners aged two to nineteen and have 1,100 staff. All our schools are improving at pace and we have seen some remarkable transformations.

Our vision is to create remarkable schools where no child is left behind. Please read carefully our ambitions set out in our 'Creating Remarkable Schools' Strategic Vision document which sits within this pack. Particularly focus on our ambition to improve standards of achievement for all, our ambitions for our young people and equally for our staff. What we love about our vision for the Trust is that it was created by 850 colleagues and 60 pupil leaders at our 2019 Trust Annual Conference. We all own this vision and we are determined to realise it. We need great people to join us in our endeavour.

We are delighted that you are interested in applying for the headship at Beckfoot Allerton. We love this school. The appointment of a Headteacher is the most important appointment that falls to our Trust. The existing Headteacher and her team have done an excellent job in improving the school since joining the Trust in 2016. It is ready to fly. Please take time to look at their website which captures some of the magic, the soul and the ambition of the school. We are very keen to find a leader who can move the school further forward. The appointment will take effect from 1st September 2021.

We believe that Beckfoot Trust is a great place to work, it is making a difference and there is much more to be achieved. If this challenge is of interest, please make an application and tell us more about the difference you could make leading Beckfoot Allerton.



David Horn
CEO Beckfoot Trust



March 2021

Job Description

Beckfoot
Trust

Role:	Headteacher
School:	Beckfoot Allerton
Salary/Grade:	L18-L24
Reporting to:	CEO/ Executive Headteacher

Core Purpose of the Post:

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Our aim is to establish a family of Trust schools that work in partnership to fulfil our strategic ambitions for our learners, their families and our staff as set out in the 'Creating Remarkable Schools' Strategic Vision document.

Headship is the most important role within the Trust. The Headteacher will:

1. Secure outcomes for learners that place them within the top 20% of similar schools.
2. Shape the culture of the school. Expectations will be clear to all and create calmness, safety, a positive learning culture and clear boundaries to work and learn within. This will be regularly communicated and celebrated with all stakeholders and the wider community.
3. Lead from the Front. They will be courageous, always go the extra mile for those they lead and have high expectations of all. They will live the values and ethos of the school and Trust. They will be highly visible and act with integrity, kindness, creativity and clarity. They will distribute leadership and make use of the expertise and skills of their team. They will ensure inclusion, diversity and accessibility.
4. They will design the learning experience to ensure that every pupil in the school regardless of starting point or social background can enjoy school, learn effectively and succeed both academically and socially. 'No Child Left Behind'. They will align the school fully to the four curriculum ambitions set out for young people and staff within the Trust 'Creating Remarkable Schools' Vision.
5. They will put staff first. They will let teachers plan, teach and mark. They will manage workload and well being. They will focus on recruiting great people, train them effectively and retain talent. They will provide clear systems and structures for people to work within and they will encourage a culture of self reflection.
6. They will be a Trust Headteacher: Fulfil the core purpose of the Beckfoot Trust and maximise the value of being a part of a school led improvement system. Understand the concepts of 'Collective Efficacy' and 'Alignment'. They will understand the expectations of a Trust Headteacher as set out within the Trust School Contract, Scheme of Delegation, The Annual Corporate Strategy, Business Management Manual, the Local School Cttee and the Meeting and Arrangements Calendar (MAC).
7. Be a genuine team player. Be a learner: Listen to others and keep up to date with educational development, strategy and thinking.

Main Duties and responsibilities:

Trust Leadership Expectations

1. To undertake the full range of duties and responsibilities as required by the Chief Executive as set out in The School Teachers Pay and Conditions of Service.
2. To remain absolutely focussed on securing outcomes for all groups of learners that place the school within the top 20% of similar schools.

3. Set the three year strategic vision for the School and the annual school Improvement plan
4. Take responsibility for termly self-evaluation of the school using the Trust RAG. This will be shared termly with trustees.
5. Ensure pupils are ready to learn. That they attend every day and conduct themselves well around the school.
6. Ensure the curriculum is designed to align to the Trust four ambitions for young people and that it is delivered effectively within the classroom and beyond. To ensure that teachers can plan, teach and mark without distraction. Reduce unnecessary workload and look after well being.
7. Monitor the academic progress of learners systematically, test regularly and adapt strategy to ensure children do not fall behind. Use data effectively.
8. Create a culture of professional accountability. Oversee high quality self reflection and performance management, rigorous target setting and professional dialogue about the impact of work on learners and the school.
9. Manage recruitment, training and retain strategies for staff. Plan for succession.
10. Oversee the communications strategy for the school, be in regular contact with children, families and staff. Use technology effectively. Annually seek stakeholder feedback from children, parents and staff. Work closely with the Chair of the Local School Cttee.
11. To be ready for regular external scrutiny of the school. To lead the school through all external reviews and inspections.
12. To effectively manage the approach taken to leadership by senior and middle leaders so that they can be effective in role. Annual 360 Self Reflection linked to appraisal. To line manage the SLT.
13. To ensure the commercial dimension of the school is fully aligned to the Trust model, be it finance, HR, administration, IT, estates, compliance, marketing and communications aligned to Trust expectations. To work closely with the Cluster Business Manager.
14. To monitor, evaluate, analyse and review the effectiveness of the school's policies, practices and priorities, including Health and Safety, Safeguarding and British Values.
15. Attend Headteacher Steering Cttee half termly, annual Trust Away day and conferences. Attend Board meetings at invitation.

Resources:

1. DfE National Standards of Excellence for Headteachers (2020).
2. Trust School Contract and other trust Documentation
3. Line Management Support from Executive Headteacher and regular meetings with CEO and Trust Directors. Cluster Business Management

Professional development:

Bespoke training integral to performance management objectives.

Other Considerations:

1. To be aware of and comply with policies and procedures relating to child protection; being vigilant for signs that children may be being abused and to report any such suspicions to the school's nominated Child Protection Co-ordinator or the Headteacher.
2. To act in accordance with the Data Protection Act and maintain confidentiality at all times e.g. access to staff/student/parent and carers files.

3. Accept and commit to the principles underlying the Schools Equal Rights policies and practices.
4. Be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the Equality Act.
5. Must be legally entitled to work in the UK.

Safeguarding: No contra-indications in personal background or criminal record indicating unsuitability to work with children/young people/vulnerable clients/finance (An enhanced DBS check is required).

Advanced Threshold Fluency Duty Required: In line with the Immigration Act 2016; the Government has created a duty to ensure that all Public Authority staff working in customer facing roles can speak fluent English to an appropriate standard. For this role the post holder is required to meet the Advanced Threshold Level. The post holder should demonstrate they can:

- Express themselves fluently and spontaneously at length effortlessly.
- Explain difficult concepts simply without hindering the natural smooth flow of language.
- Take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English in school.

Notes: This is illustrative of the general nature and level of responsibility of the work to be undertaken, commensurate with the grade and is not a comprehensive list of all the duties and responsibilities of the post. Successful postholders should not refuse to undertake work, which is not specified on this form and the job description may be amended at any time in consultation with the postholder.
Beckfoot Trust is an Equal Opportunities Employer and requires its employees to comply with all current equality policies both in terms of equal opportunity for employment.
The Trust is committed to making any necessary reasonable adjustments to the job role and the working environment that would enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition

Date: [Click or tap here to enter text.](#)

Person Specification

Teachers and Support Staff

Role:	Headteacher	
	Essential Requirements	How Identified
Qualifications	QTS, NPQH (Desirable)	Application
Experience	To have significant senior leadership responsibility	Application References Interview
Training	Appropriate recent INSET experience relating to headship. A detailed understanding of Beckfoot Trust The Ofsted Framework and relevant DfE documentation. Awareness of Multi Academy Trusts	Application Interview
Knowledge, Skills and Ability	An outstanding teacher An excellent understanding of how to use data to monitor performance and intervene when necessary A clear vision for school improvement An understanding of the Ofsted Framework An understanding of what makes an outstanding secondary school An understanding of how to develop collaborative model of practice within the Trust. Critical thinker, Open Minded, Outward looking, Evaluative, Imaginative. Visionary. Risk Taker, Good oral and written communicator. Look smart and professional	Application Interview
Personal Circumstances	Must be legally entitled to work in the UK Must have the ability to be flexible and work to the requirements of a busy school Dedicated to promoting their own professional development and that of other. Be able to drive. Interest in the school's wider role in the community	Application Interview

Disposition and Attitude	<p>A passion for education and a deep felt desire to make a difference for young people and the people who work for you.</p> <p>To like young people and be liked by them</p> <p>Kindness and generosity of spirit.</p> <p>To possess educational vision underpinned by values</p> <p>Humility: a recognition that the more you know, the less you know! Not being afraid to say 'I don't know'.</p> <p>Be emotionally intelligent: know when to direct, when to challenge and when not to; be able to inspire, present a positive perspective at all times; be able to listen and show awareness of others sensitivities; to have personal pride and lead by example.</p> <p>Be happy to get your hands dirty! Don't ask people to do things you wouldn't do yourself.</p> <p>Understand the importance of work/ life balance. We work to live. It makes for better leaders.</p> <p>Enthusiastic, flexible, team player. Enjoy hard work and take constructive criticism (it will happen!)</p> <p>Desire for significant professional development.</p>	Application Interview References
Physical	<p>Resilient</p> <p>Excellent attendance and punctuality.</p>	References Interview
Equality	<p>A commitment to, and evidence of, promoting diversity and equal opportunities within the Trust, the curriculum and employment practice.</p>	Application Interview

Some reflections on the Trust's development

A History of the Trust's Growth

We would like to give you a better understanding of our journey to date.

We began this journey back in about 2011 when Beckfoot and Hazelbeck (Local Authority schools) were co-located in new buildings and begun to work together in a semi-formal partnership. In 2013 we formed a multi-academy trust with our two schools, Beckfoot and Hazelbeck. This established a joint governance arrangement with a single Chair of Trustees.

We had significant success. Within two years both schools were outstanding in Ofsted terms. Hazelbeck improved two grades to do so. Whilst improving the schools we were laying the foundations for the future of Beckfoot Trust. Between 2013 and 2015, we formalised our activity, shaped our principles and appointed key staff including the founding CEO David Horn and COO Charlie Tebbutt.

We knew that we wanted to work with Bradford schools across all phases and could see immense benefit in schools working in collaborative partnership - learning from each other as equals. Schools had to approach us and demonstrate a willingness to work in partnership. We could also see tremendous benefits of scale commercially and for school improvement. We knew that we had no interest in shaping our admissions and that our schools should be genuinely comprehensive in character (including being co-educational and not faith based. The most important consideration though was the determination to create genuinely remarkable learning environments in every one of our schools. Places where you feel the magic when you walk in. Places where every young person and every staff member feels valued, enjoys learning and expects to be successful.

In 2015 we were invited to bring a third school into the Trust. Belle Vue Boys was a school that had recently been inspected and placed in special measures. We renamed the school Beckfoot Upper Heaton, made it co-educational

and appointed a new Headteacher. Within two years the school had progressed from special measures to good in Ofsted terms and the school is now full. Possibly the most exciting feature of all that was the fact that this transformation was achieved with many of the staff who had worked at the previous school.

We were now maturing the Trust at pace. We were expanding our Central Improvement Team with highly skilled school improvement and commercial staff. In 2016, four further schools joined the Trust, two secondary schools, Oakbank and Thornton and two primary schools, Allerton and Heaton. Whilst none of these schools were in special measures, they all had significant issues to address. All four schools are in a stronger place now than when they joined.

In 2017, we added a second special school, Phoenix into the Trust and a third primary school, Priestthorpe increasing our group to nine. In 2018, our tenth school Nessfield Primary joined the Trust. This school, closely located to Beckfoot Oakbank, was in special measures. We are delighted with the progress these schools have made since joining the Trust.

In 2021, the founding CEO David Horn is retiring. We have appointed Shirley Watson, presently Executive Director at the Dixons Trust to take on this role from September 2021. She begins working alongside David from June 2021.

The Trust's vision, values, strategy and operating principles

To fully understand the strategic direction and operating principles of the Trust it is important to read the following documents. All can be found on our website.

- The Trust School Aligned Contract
- Creating Remarkable Schools Vision
- The Corporate Strategy
- The Scheme of Delegation
- Beckfoot Trust Leadership Credentials
- Beckfoot Trust's Annual Financial Statements 2019
- Business Management Manual
- Ofsted Reports for our schools
- Workload and Well Being Pledges
- Ambition Institute Trust Review

Working at Beckfoot Trust

Working at Beckfoot Trust has many benefits, we are an employer that invests in staff well-being and welfare, professional development and conditions of service.

Conditions of Service

Beckfoot Trust employs staff on nationally recognised terms and conditions and then adds more to ensure its staff feel cared for at work and in their home and family lives. We've tried to think of everything an employee might want to know about working at Beckfoot Trust and documented it in our Work and Families policy that you can read on the Trust website.

Staff Well-being

We know that working in schools is a challenging and worthwhile profession and you will make a difference to the lives of young people. We also know that sometimes everyone needs a little support, that's why we publish our workload pledges and that's why there will always be someone to listen to any concerns you may have.

Professional Development

Professional development is a right when you join Beckfoot Trust. We expect people to want to learn new things and expand their horizons for every one's benefit. That's why Beckfoot Trust has a reputation for great continuing professional development and you can see the offer explained in our Trust CPD offer documentation found on the Trust website.

Five Reasons to Teach in Bradford from BradfordTeaching.org

<https://www.bradfordteaching.org/>

1. Demand for good quality teachers is high. We are the youngest city in England – almost a third of people living in Bradford are under 20 – so education is key to our future.
2. You'll get experience of working with different people and cultures in one of the most diverse cities in the UK. About half of our school students are from black, Asian or minority ethnic communities.
3. You'll find school leaders on a mission to deliver the best education possible to create life chances for young people. We have one of the first research schools in the country and strong multi-academy trusts, offering exciting career opportunities.
4. You will change lives here. About a quarter of our children are classified as living in poverty. If you believe that opportunity should never be limited by a child's family income, then we need your passion and your skills in Bradford.
5. We're a growing, ambitious city with an entrepreneurial spirit and a trend of educational improvement. Be part of our success story.

A Wonderful City to Live in

<https://www.visitbradford.com/visitor-information.aspx>

An award winning, cultural destination and one of the youngest, most vibrant places in the country. Combine a UNESCO City of Film and World Heritage Site with wild and beautiful moorlands, throw in world class artists such as David Hockney, and literary greats, The Brontës, couple that with a vibrant city, packed with heritage and fun things to do, and you have Bradford! With attractions such as Brontë Country, Keighley and Worth Valley Railway, the Cow and Calf rocks, Ilkley Lido, Salts Mill, the National Science and Media Museum, and the Alhambra Theatre, all just a short train journey apart; it's no wonder Bradford has been awarded the title 'Emerging Destination 2018' by the Luxury Travel Guide.

It is a cultural city with many attractions and an impressive history, which is reflected in the striking architecture found throughout. Take in the high-profile exhibitions and interactive galleries at the National Science and Media Museum, which overlooks the multi award winning City Park, a beautiful water feature and an arena for a spectacular events programme throughout the year. Bradford city centre is home to the Alhambra Theatre and newly reopened St George's Hall. Both over one hundred years old, they offer a complementary mix of comedy and west end shows. Proud to have been one of the richest cities in the country due to its international recognition for wool, the Wool Exchange, built in the 19th Century, still shows the wealth and importance wool brought to Bradford through its architecture. Nowhere is this more evident than in Little Germany, a unique collection of 19th Century buildings, 55 of which are listed.

Travel and Transport Links to get you Around

Getting to Bradford district couldn't be easier whether you choose to drive or use public transport. Once here you can travel around the district with a great range of public transport available connecting you to all the must see places.

Application Process

Application Form and Requirements

To apply please:

1. Fully complete the online application form.
2. Email a letter outlining your credentials for the role, explaining clearly why you are an exceptional candidate for the post to Georgi Dyson, Associate Director Human Resources becgad@beckfoot.org.
3. If you would like to speak to a member of the Trust to discuss the role before applying, please contact Georgi Dyson, Associate Director Human Resources becgad@beckfoot.org who will make the necessary arrangements.

Important Information

Applications will be evaluated against the requirements of the post, with those candidates that best fit the requirements being shortlisted for an interview. Everyone who applies for one of our vacancies will be notified of the outcome of their application, whether shortlisted for interview or not. Successful shortlisted candidates will receive details of the interview programme after the closing date.

We strongly encourage you to browse our websites as it will give you a good idea of what our school are like.

Please note we can only consider applications from people who the right to work in the UK.

Safeguarding Children

Beckfoot Trust makes reasonable decisions about the suitability of prospective employees based on checks and evidence including: criminal record checks (DBS checks), barred list checks and prohibition checks, together with references and interview information.

Ends 24 March 2021

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Beckfoot
Trust

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 BeckfootTrust

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