



**The Arbib Education Trust**  
**Slough, Berkshire**  
**Deputy Headteacher**

Application Pack for The Langley Academy



# Contents

Thank you for your interest in the Deputy Headteacher position at The Arbib Education Trust.

**This pack contains:**

- Letter to candidates
- Details about the Sponsor and The Annabel Arbib Foundation
- Information about The Langley Academy Secondary
- Information about The Langley Academy Primary and The Langley Heritage Primary
- The job description and person specification

We hope that you find the pack informative and useful. If you do have any further questions, then please contact Tara Mackay, PA to Headteacher and HR Lead on 01753 214440 or [tara.mackay@langleyacademy.org](mailto:tara.mackay@langleyacademy.org)

You can also visit our Trust website at [www.arbibeducationtrust.org](http://www.arbibeducationtrust.org)

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Dear Applicant,

Thank you for your interest in The Langley Academy and the position of **Deputy Headteacher**. This is an exciting opportunity to join our vibrant school community, work in a fantastic setting and be part of a small, very supportive Trust.

Our senior leadership team consists of two Deputy Headteachers, four Assistant and one Associate Assistant Headteacher; we are a strong, happy and cohesive group. The Deputy who is currently, mainly, responsible for teaching, learning and the curriculum is leaving, creating this exciting opportunity.

We are looking for someone who is highly committed, experienced and well-motivated with a passion for education. We need a team member who will contribute to the Academy's ethos, playing a pivotal part in ensuring that we:

- are a caring, inclusive learning community
- put the safety and wellbeing of all first
- work hard to ensure excellent relationships between students, staff, governors and parents
- hold the highest expectations of all
- expect and enjoy very high standards of behaviour
- work with and support the development of excellent staff
- provide an outstanding learning environment, rich opportunities and fantastic facilities for learning

If you are able to visit, you will quickly see that the students and staff at TLA are very enthusiastic and warmly welcome all colleagues.

As part of The Arbib Education Trust you will enjoy a strong sense of community and a wide range of benefits. Student and Staff wellbeing is high on our agenda and your professional development is a priority for us. We want our young people to get the best possible provision and that can only be achieved if their teachers are happy, healthy and know that they are valued.

You are very welcome to contact [tara.mackay@Langleyacademy.org](mailto:tara.mackay@Langleyacademy.org) if you would like to arrange a visit to the school or an informal conversation with me about the post.

Yours sincerely



Alison Lusuardi  
Headteacher

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Dear Applicant

I am delighted that you are showing an interest in the **Deputy Headteacher** position here at The Arbib Education Trust. The Multi-Academy Trust (MAT) encompasses The Langley Academy Secondary, The Langley Academy Primary and The Langley Heritage Primary. Our vision is to ensure we provide an exceptional education for every child in the Trust through high aspirations and quality learning through curiosity, exploration and discovery. By September 2021, when The Langley Academy Primary has a full complement of year groups, we will have approximately 2,500 students and 350 staff working in the Trust.

We are looking for someone who wishes to be part of this vision. The Trust is in its sixth year and most recently developed its strapline, "One community. Many ideas. Everyone's future". We believe in our wider responsibility of meeting the needs not just of our children/students and staff but those of the community. We believe that schools are communities that should focus on everyone, the children and the staff and consequently, staff development sits at the heart of our work and we believe that a culture of collaboration where we are all encouraged to share our ideas, allows us to meet our strategic objectives.

Both Primaries are the main feeder schools with right of entry as part of the admissions policy. This means that the curriculum, assessment and pedagogy are continually being developed as a Trust to ensure our young people make rapid progress throughout.

One of the greatest qualities of the Trust is the Sponsors. Having worked with them since my appointment as Principal of The Langley Academy in April 2012, I cannot praise them highly enough. Annabel Nicoll as the Sponsor has boundless energy and enthusiasm all directed at giving youngsters a better life. As a result of her work, students here have quite simply been afforded opportunities that many young people elsewhere in the country just would not get. The successful applicant will be able to draw on this support and networking opportunity to develop their own career and importantly contribute towards bettering education for the young people across the Trust.

We are aspirational and want to be the best MAT in the country with each school rated outstanding as soon as possible. We believe the economies of scale, the cross-phase opportunities for students and staff development, the ability to respond to each other's needs quickly and the 'can do' approach to everything we do, will make the working environment extremely exciting. Please apply if you understand what we are trying to achieve and you would like to be a part of our journey.

Yours sincerely



Rhodri Bryant  
Executive Principal

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## About the Sponsor and the Trust

**The Annabel Arbib Foundation** is a registered charity (number 296358) that supports the philanthropy of Sir Martyn Arbib and his daughter Annabel Nicoll. Sir Martyn set up the Henley-on-Thames based Perpetual Investment business in 1974 and established the Arbib Foundation in 1987. The Foundation has provided charitable donations and financial support to organisations and causes around the UK, with a focus on the Thames Valley. Sir Martyn Arbib, and the Foundation, took a leading role in establishing the River & Rowing Museum in Henley-on-Thames that opened in 1998 and attracts over 100,000 visitors per year. The Annabel Arbib Foundation continues to be the main sponsor of the educational side of the museum.

The principal beneficiary of the Annabel Arbib Foundation is The Arbib Education Trust in Slough. The Annabel Arbib Foundation is the sponsor of The Langley Academy Trust, which comprises The Langley Academy, The Langley Heritage Primary and The Langley Academy Primary. Annabel Nicoll is Sponsor at The Langley Academy Trust.

In 2015 Sir Martyn Arbib retired as Chairman of The Arbib Foundation and his daughter Annabel took up the Chair and uses the Foundation, which has been renamed The Annabel Arbib Foundation, to support her own philanthropy continuing the focus on The Arbib Education Trust.

**The Arbib Education Trust** is a unique Trust that serves the young people of Langley, Slough and further afield. Our Trustees are a Board of interesting and experienced professionals who bring energy, enthusiasm and wisdom to their role. They share the ambitions of the Trust senior leaders to achieve the best possible outcomes for all children and students within the Trust.

**The Langley Academy Primary** is a three-form entry Free-School, sponsored by The Langley Academy Trust. It opened in September 2015 with 90 very excited Reception children and parents; the intake will grow year on year until it reaches capacity of 630 children in September 2021.

The Trust's strong vision, high aspirations and determination to succeed in providing an outstanding education for children in the community are clearly evident throughout The Langley Academy Primary's positive learning environment. Our supportive ethos, child-centred approach, rich curriculum based on first-hand experiences have ensured children are confident, independent learners, displaying Curiosity, Exploration and Discovery.

The school has been outstanding from day 1. From the very beginning, the school received very positive feedback from a DfE monitoring visit and the Local Authority Early Years Team. The visits confirmed the Trust's review of the school and highlighted that the likely judgment in any future Ofsted inspection would be outstanding. This was shown to be accurate, when, during our first Ofsted inspection in July 2018, we achieved an outstanding judgement:

“There are four key factors that contribute towards making teaching outstanding at this school. Firstly, teachers know every pupil well as an individual. Secondly, teachers have the very highest expectations of what can be achieved. Thirdly, teachers understand how young pupils learn best and, finally, teachers have excellent subject knowledge.”

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Throughout our growth period, under the guidance of The Trust and by working closely with The Langley Heritage Primary, The Langley Academy Primary looks forward to shaping a new 21<sup>st</sup> Century Educational Experience.

**The Langley Heritage Primary** is a popular school with recently modernised buildings that converted to a sponsored Academy within The Arbib Education Trust in September 2014.

The Langley Heritage Primary caters for children between the ages of 3 and 11 years. The school was originally built in 1952 as a separate Infant and Junior School. The two schools were amalgamated in 1987 under one Headteacher. Major works were undertaken to enlarge its buildings following an expansion to a three- form entry school in 2009. The demographics in Slough have changed and there are far fewer children so the school decided to reduce its size back to a two-form entry Primary school from 2020. The school currently has 506 children on roll plus a part time 30 fte Nursery provision.

The pupils come from diverse ethnic backgrounds which is typical for Slough, with the major groups being White British, Indian and Pakistani. There are smaller proportions of pupils from a wide range of other minority ethnic groups including Eastern European as well as a small group of Traveller children. The proportion of pupils with learning difficulties and/or disabilities is average. Just over a third of pupils speak English as an additional language. The proportion of pupils known to be eligible for free school meals is average. There is a breakfast and an after-school club.

Every child who attends The Langley Heritage Primary is viewed as unique and treated as such. Children are encouraged to become independent thinkers with a love for life and learning. Their enthusiasm is stimulated by dedicated staff members who share the ambitions of The Arbib Education Trust to motivate the pupils to be inquisitive and thoughtful learners who will go on to success at Secondary School and beyond.

The Langley Heritage Primary has developed holistically since it joined the Trust in September 2014. The curriculum has been honed to reflect the learning needs of the children and the strengths of the staff. The wider curriculum is under review with both The Langley Academy Primary and The Langley Heritage Primary embarking on an exciting journey over the next six years to map a new Primary curriculum and educational direction for the children encompassing first hand experiences, based on a thematic approach to learning and linked to visits and journeys and encompassing Museum Learning. The school achieved a good Ofsted with outstanding leadership and management in November 2019.

**The Langley Academy Secondary** is housed in an iconic building, it specialises in Science, pioneers the use of museum learning and aims to become a centre of excellence for sports, notably rowing and cricket. We have won our first rowing competition on the water and we have several National and European indoor champions. At the heart of our vision, The Langley Academy aims for the highest achievement for all and to provide a welcoming, imaginative and creative environment which enriches the lives of all involved. You will see this in our building. We aspire to instil traditional values and promote respect for other beliefs. The Academy strives to be at the forefront of Science education and has developed links with national and regional museums to add an external dimension to learning. We are proud of what we and our students have achieved and we are

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confident that we will continue to achieve high standards for all our students and our local community.

In our most recent Ofsted inspection, in November 2017, we were rated as good and improving. Highlights from the report include:

*“Governors and leaders actively promote the vision through fostering a shared love of learning together with high aspirations for all pupils.”*

*As one parent commented: ‘My son and daughter have both made spectacular progress under the guidance of passionate teachers ...The leadership team, along with the staff, are an absolute asset to the school community and in helping shape the next generation of learners.’*

*‘Morale is high and staff recognise that the school is improving. Pupils and sixth formers confidently welcome visitors and are proud to share their work and enjoy working with their teachers. There is a sense of pride, both in The Langley Academy and in the outcomes pupils achieve, that is shared between staff, governors, trustees and pupils.’*

Our results are strong. At Key stage 4 we achieved 63% good passes (4+) in English and Maths with a Progress 8 score of +.23. KS5 results dipped last year but we anticipate a return to previous high standards this summer. A growing number of our leavers move on to university and we were very proud to have our first student take a place at Oxford this academic year. You will be able to find out more about our results and trends if you are invited to interview.

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# Deputy Headteacher

## Job Description

### Purpose of the job

To contribute, under the overall direction of the Headteacher, to the strategic development and day to day running of the Academy.

To assist the Headteacher in ensuring the highest possible educational standards; creating a culture in which students and staff feel valued and demonstrate high expectations of themselves and each other.

### Reporting to

Headteacher

### Key functions

- Quality of teaching
- Quality of curriculum
- Staff development

### Specific responsibilities

Key areas that are likely to form part of the role:

- To lead on teaching, learning and curriculum development
- To lead on all aspects of our Professional Development Programme
- Oversee our Quality Assurance process
- Support the Headteacher in leading and developing the wider Leadership Team
- Attend meetings of Governing Body /Trust Committees as required
- Manage the work of Lead Practitioners and ITTCO ensuring that the post holders lead effectively to support learning and high standards of progress
- Line manage curriculum leaders, ensuring that the post holder leads the relevant subject team effectively as evidenced by the quality of learning and teaching and associated student progress
- Play a leading role in the process of developing, monitoring and reviewing the Academy Improvement Plan
- Support the work of the leadership team as required

As a senior leader, the role will embrace whole school development and, as such, provide a stepping-stone to headship.

This job description should be read in conjunction with the Statutory Requirements contained in the policies established by the Governors of The Langley Academy and by The Arbib Education Trust available on the website.

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## **General responsibilities**

To work with the Headteacher and The Arbib Education Trust, to provide

- a safe, calm and well-ordered environment for all students and staff;
- a forward-thinking agenda to meet the needs of learners in the 21st century;
- a fully inclusive school which meets the needs of all students;
- a self-evaluating, self-managing school;
- excellent teaching, learning and achievement;
- distribute leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account for their decision making;

## **Safeguarding**

Promote and safeguard the welfare of children and young people you are responsible for or come into contact with.

Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school by:

- treating students with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position
- having regard to the need to safeguard students' wellbeing, in accordance with statutory provisions
- showing tolerance of and respect for the rights of others
- not undermining fundamental British Values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs
- ensuring that personal beliefs are not expressed in ways which exploit students' vulnerability or might lead them to break the law

## **Curriculum, teaching and learning**

To lead on strategic curriculum development by keeping informed and up to date on statutory requirements.

To ensure timely planning for any required or strategic curriculum change to allow for timely and high-quality delivery.

To lead an environment which promotes and secures excellent teaching, effective learning, high standards of achievement, good behaviour, self-discipline and respect for all.

To ensure the learning needs of all students are met irrespective of their background, religion, race, class, ability or gender and to monitor and evaluate the progress of each group.

To ensure, how high-quality teaching is informed by evidence-based practice and research.

To monitor, evaluate and review teaching, learning and the curriculum to identify areas for improvement and ensure progress is made.

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Demonstrate optimistic personal behaviour, positive relationships and attitudes towards their students, staff, parents, governors and members of the community.

To teach a range of classes and be a role model of good practice.

### **Leading and managing staff**

To model high professional standards at all times.

To motivate, support, challenge and develop staff to secure continuous improvement.

To lead and manage staff development to achieve the academy targets.

To motivate and enable staff to develop their knowledge, skills and expertise through high quality continuing professional development.

To prevent and address discrimination in all its forms and promote a tolerant, caring and inclusive community.

To guarantee equal opportunities in the appointment and employment of all staff in line with Safer Recruitment guidelines.

To assist in the appointment and deployment of staff.

To work with other members of the Senior Leadership Teams across The Arbib Education Trust to ensure that the assessment and tracking of students' progress and performance is rigorous, in line with assessment policy and provides the required dashboard information for Trustees to monitor overall performance.

### **Leadership and accountability**

To provide information, advice and support to The Arbib Education Trust and Local Governing Body to enable it to meet its responsibility for securing effective teaching and learning.

To lead ongoing strategic development in the relevant whole-academy areas of responsibility.

To line manage designated staff by providing regular support, supervision and contribution to the professional development cycle.

### **Resources**

To contribute to effective administration and communication at all levels.

To manage and monitor allocated budgets.

To oversee effective budgeting in areas of line management responsibility.

### **Compliance**

Have a proper and professional regard for the ethos, policies and practice of the academy

Have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities, including those relating to security, confidentiality and data protection

Be familiar with and adhere to relevant parts of the Academy's Health and Safety policy.

To undertake any other tasks as reasonably required by the Headteacher.

*This job description is not necessarily a comprehensive definition of the post. It will be reviewed at regular intervals and it may be subject amendment at any time after consultation with the holder of the post.*

## Person Specification

The items indicated by 'SS' should be covered in the candidates supporting statement with evidence of how the criteria have been demonstrated. The Langley Academy is committed to safeguarding and promoting the welfare of the students and expects all staff and volunteers to share this commitment.

	<b>Qualifications and experience</b>	<b>Essential</b>	<b>Desirable</b>	<b>How tested</b>
1	QTS, Degree or equivalent teaching qualification	✓		SS/Ref
2	Evidence of continuing career development including aspirations to complete NPQH or equivalent courses	✓		SS/Ref
3	Recent and relevant safeguarding training	✓		SS/Ref/FI
	<b>Professional Experience</b>	<b>Essential</b>	<b>Desirable</b>	<b>How tested</b>
4	Recent and substantial experience on a senior leadership team	✓		SS/ Ref/FI
5	The ability to develop and deliver a coherent, ambitious and inclusive curriculum	✓		SS/ Ref/FI
6	Successfully implementing and embedding strategies to improve teaching, learning and raising standards at a senior level	✓		SS/ Ref/FI
7	Proven track record in raising standards of student learning outcomes	✓		Activity/FI
8	Experience of understanding and managing student behaviour	✓		Activity
9	Experience of constructive cooperation with parents and governors	✓		Activity
10	Leading/managing a whole school initiative/whole school change	✓		SS/Ref/FI
11	Experience in the use of ICT as a management tool (e.g. SIMS)	✓		SS/Ref
	<b>Personal Qualities and Skills</b>	<b>Essential</b>	<b>Desirable</b>	<b>How tested</b>
12	Has passion and believes that every student can succeed at The Langley Academy	✓		FI/ Activity
13	Can lead, motivate, enthuse and inspire staff and students, and win the confidence of parents and governors	✓		FI/ Activity
14	Has the ability to think strategically with imagination, vision, creativity and originality	✓		FI/ Activity
15	Is reflective, self-critical, motivated and ambitious	✓		FI/ Activity
17	Can make tough decisions whilst bringing staff on board	✓		FI/ Activity

18	Resilient, reliable and demonstrates high level of personal integrity	✓		FI/ Activity
19	Strong organisational skills and an ability to delegate	✓		FI/ Activity
	<b>Professional Knowledge &amp; Understanding</b>	<b>Essential</b>	<b>Desirable</b>	<b>How tested</b>
20	Able to develop the leadership skills of others, leading to high performing teams.	✓		SS/FI/Activity
21	Effective practice and approaches to Teaching and Learning	✓		FI/Activity
22	Awareness of current educational trends and thinking and how to translate to our context	✓		SS/FI/Activity
23	School performance review and self-evaluation processes	✓		SS/FI/Activity
24	Ofsted framework for school inspection/self-evaluation	✓		FI/Activity
25	Effective working relationships with outside agencies		✓	FI/Activity

SS – Supporting Statement

Ref – Written references

FI – Formal interview

Activity – Selection activities

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## Benefits of working across the Trust

We offer the following benefits, designed to promote your wellbeing and make your time at The Arbib Education Trust enjoyable and rewarding.

### Core benefits

- **Holiday** – 30 days' paid holiday a year plus bank holidays (statutory leave for teaching staff)
- **Paid leave** – enhanced sick pay, maternity pay and adoption leave pay (linked to service) and paid leave for unforeseen personal situations
- **Pension** – a generous defined benefit pension with the Local Government Pension Scheme or Teachers' Pension Scheme
- **Death in service payment** – lump sum payment and an ongoing pension for your partner & children (subject to conditions & membership of our pension scheme)

### Health and wellbeing

- **Private healthcare** – a Trust contribution towards your voluntary membership of Benenden Health for speedy private healthcare
- **Flu vaccinations** – offered free on-site every year
- **Employee assistance programme** – free, independent 24/7 help and advice for work-related issues, as well as problems affecting your home life
- **Wellbeing groups** – each academy has a dedicated budget specifically for wellbeing activities
- **Gym** – free use of the Trust gym
- **Environment** – modern working environment with excellent facilities, where you might also discover a life-size plane hanging from the ceiling or an Iron Age roundhouse

### Professional development

- **Professional development** – full and part-funded training courses (including higher cost courses such as Masters, PhD) and a wide range of learning opportunities available to all
- **Museum learning** – dedicated on-site team to support the creation of powerful and exciting experiences for our students and staff

### Employee discounts

- **Car parking** – free and on-site
- **Hot drinks** – free tea & coffee provided for all staff
- **Cycle-to-work scheme** – save up to 32% on a new bike and accessories
- **Discounts through Sodexo** – discounts on shopping, restaurants, days out, holidays, cinema tickets

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## Family

- **Nursery** – onsite nursery for children over 3 years
- **School** – school place for your child with 2 years' service within the Trust

## Work-life balance

- **Trustee day** – an extra day of paid holiday that can be taken during term time
- **Flexible working** – all staff can make a request to work flexibly from day one and many of our staff work part-time and / or term-time only
- **Teacher cover** - We have Cover Supervisors reducing the amount of cover required by teachers and PPA periods are on timetables and not used for cover purposes
- **Staff social activities** – a range of fitness and social events throughout the year
- **Christmas party** - subsidised by the Trust each year

## How to apply

Please complete the online application form which can be found at:

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

References will be sought when we shortlist. Your application will be treated in the strictest confidence.

### Closing Date:

9.00am Monday 14<sup>th</sup> February 2022

If you have any queries about the role or would like to arrange a visit to the school sites, please do not hesitate to contact Tara Mackay, PA to Headteacher and HR Lead on 01753 214440 and [tara.mackay@langleyacademy.org](mailto:tara.mackay@langleyacademy.org)

References will be sought when we shortlist. Your application will be treated in the strictest confidence. *The Annabel Arbib Foundation and The Arbib Education Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to Funding Agreement and subject to pre-employment checks. Successful candidates will need to undertake an enhanced Disclosure & Barring Service (DBS) check. TAET is an equal opportunities employer.*

The Arbib Education Trust Child Protection Policy can be found at

<https://resources.finalsite.net/images/v1606994102/langleyacademytrustorg/kv56vlubxgvsjh8itqrb/ChildProtectionPolicyTAETNovember2020.pdf>