



Recruitment Deputy Principal

Stronger Together
Every Child in a Great School



WESTCOUNTRY
SCHOOLS TRUST

Ivybridge Community College

Part of Westcountry Schools Trust



Rachel Hutchinson
Principal

September 2023

Dear Candidate

Deputy Principal

I am delighted that you are interested in applying for the role of Deputy Principal at Ivybridge Community College. This is a very special school, and you will see from our website, that it offers a plethora of opportunities, both in the academic curriculum and programme of extra-curricular activities that is second to none.

I am very privileged to work with such a dedicated team of staff who deliver a wonderful blend of education that allows students to flourish, achieve examination success and developing their character.

We are committed to providing an excellent education for ages 11-18. Inherent in everything we do is a culture of high expectation and aspiration. Students are encouraged to develop a love of learning, to think for themselves and to maximise their full potential.

If you are an outstanding leader who puts children at the centre of everything you do, and want to work collaboratively within our community and Trust to improve the life chances of young people, we would love to hear from you.

I look forward to reading your application.

Yours faithfully

Rachel Hutchinson
Principal



Deputy Principal



Welcome from the Westcountry Schools Trust

Welcome to Westcountry Schools Trust (WeST), and thank you for your interest in this exciting leadership position at Ivybridge Community College. This post presents a fantastic opportunity to teach and lead in a dynamic and high performing school, where no two days are the same! Beyond the boundaries of Ivybridge Community College you will have the opportunity to work and contribute to the development of a cross phase family of twenty-four schools.

We are passionate about our children benefiting from the blend of education in which we believe, and know that we can only achieve this by creating the right climate for our staff to excel and feel professionally rewarded. As such, you will work amongst a wide team of leaders who are mutually supportive and value high quality professional development.

We are seeking a dynamic and innovative leader, who is committed to providing an exceptional education who will support individual endeavour through high expectations, personal growth and desire to succeed. The successful post holder will ensure that exceptional achievement and excellence is embedded in all aspects of College life and will play a pivotal role in shaping the future development of the College.

If you share our passion for children succeeding, regardless of their starting points, and believe you have the skills to lead and inspire others, we very much look forward to you joining our team.

Rob Haring
Chief Executive Officer

History of Ivybridge Community College

Ivybridge Community College is a high performing and oversubscribed secondary school of 2544 students on roll, including 400 in the Sixth Form. The College opened in 1958 as a small Secondary Modern School of 400 students and has benefited over the years from an extensive programme of new buildings. In the Autumn Term of 2010, the College was amongst the first wave of early converters to Academy status and moved to the multi-academy trust.

The College is in a rural location on the southern edge of Dartmoor National Park, in an area of outstanding natural beauty and draws its students from thirteen partner primary schools, in addition to a further forty schools from outside our catchment, covering an area of more than 120 square miles. Approximately 50% of the children come from Ivybridge, which largely consists of owner-occupier housing developments built over the past thirty years and the remainder come from smaller villages and communities in an area that stretches from the coast to the moor.

Our success is reflected in our track record of endorsements from outside agencies. These have taken place over a number of years, such as the Charter Mark for Excellence, Arts Mark Gold, Sportsmark Gold, Investors in People, Investors in Careers, Silver Travelwise Award, Healthy Schools Award, ICT Mark Award, as well as special recognition by the Ofsted Inspectorate as one of the Best Schools in Britain and recognised as High Performing by the DfE. In addition we were designated a DfE High Performing School with Gifted and Talented status.

In 1997 the College was awarded its first specialism status as a Sports College. This was further followed by specialisms in Mathematics with Science, Modern Foreign Languages, Training School and as a Leading Edge School.



We are extremely proud that the College sustained its Outstanding status for more than twenty years across all areas. This has supported the College in receiving a number of accolades including in January 2005 being named in Ofsted's Honours List of the most outstanding schools in England. In 2011, the English Department gained an Outstanding Ofsted subject report and in 2020 the College was awarded a Good by Ofsted under the new and more rigorous Inspection Framework.

In 2016 we achieved the World Class School Quality Mark, which is awarded to schools who go above and beyond Ofsted's highest standards. This has enabled us to benchmark ourselves against other high performing schools. The continued success of the College has led to the invitation to regain the status of World Class Schools Quality Mark for the third time (September 2021).

Consequently, we actively appoint leaders with a strong sense of moral purpose and desire to help all students. We firmly believe that education can make a difference to the life chances of all young people.

Our strengths in Staff Development and Initial Teacher Training led us to becoming in September 2011, one of the first 100 Teaching Schools in the country, highlighting the value we place on the importance of Continuous Professional Learning and a coherent programme from NQT to NPQH is available. In addition, our regular Teaching and Learning Forum meetings ensure that our staff remain knowledgeable with regard to current educational thinking, whilst opportunities are provided by national and international educational consultants, including most recently, Doug Lemov.

We are proud of the vast range of extra-curricular activities, as well as our annual Enrichment Week. In addition, the College offers a wide range of opportunities for both primary and secondary children, including theatre and creative arts workshops, as well as a comprehensive selection of sporting activities and our unique Sports Academy programmes.

JOB DESCRIPTION



Post: Deputy Principal

Accountable to: Principal

Salary: Leadership Scale L21 - L25

Start Date: To commence at the earliest opportunity following a successful recruitment process.

Overall Purpose and Accountability

This post will support the Principal in the efficient and effective delivery of the Trust's vision, strategic aims and corporate plan; to uphold and model the Trust's values and to provide outstanding leadership across the organisation.

Specifically playing a major role, under the overall direction of the Principal in:

- Formulating the aims and objectives of the College;
- Establishing the policies through which they are to be achieved;
- Managing staff and resources to that end;
- Monitoring progress towards their achievement;

and undertaking any professional duties of the Principal reasonably delegated by the Principal.

Key Accountabilities

The Deputy Principal will be instrumental in enhancing the existing Senior Leadership Team in providing direction, leadership and accountability across their areas of responsibility. As an experienced leader you will play a key role in developing a highly talented and motivated Senior Leadership Team at Ivybridge Community College to drive the College forward.

Strategic Leadership and shaping the future

- To work closely with the Principal, having a significant role in leading the College by providing a clear vision and communicating the vision to all members of the College community.
- Demonstrate the vision and values in everyday work and practice.
- With the Principal, to lead the process of College Improvement through continual self-evaluation and development of the College Improvement Plan.
- To hold responsibility for the monitoring and evaluation of specific and significant areas of academic performance and leadership of the College. Preparing regular reports for the Principal and Governors.
- Establish a culture that promotes aspiration within the College community and celebrates success and achievement.
- To take a lead role in ensuring the College is fully prepared for Ofsted inspections.
- To be responsible for the efficient and effective strategic operation of support services alongside the core Teaching and Learning operations.

Teaching and Learning

- Maximise the achievement of all students through high quality Teaching and Learning which motivates, challenges and empowers.
- To oversee and be held accountable for the monitoring of strategic planning and resource management with high quality Teaching and Learning at its core.
- Facilitate and encourage a learning experience that enables teachers to flourish and provides students with the opportunity to achieve the highest standards.
- Ensure the curriculum is broad, balanced and effective whilst meeting national expectations.

- Provide effective, collaborative and inspirational leadership, building strong and focused teams that constantly seek to further enhance Teaching and Learning.
- Ensure all staff benefit from appropriate teaching and leadership professional development that supports professional growth and strives for best practice.
- Empower students to take an active part in their own learning.
- To be responsible for the development, implementation and monitoring of strategies that secure high standards of behaviour and attendance.
- Challenge underperformance at all levels and ensure effective support and evaluation through both informal and formal processes at the College.

Managing the College

- Line manage team members in line with appraisal and performance management.
- Understand how to distribute resources effectively, ensuring that the principals of value for money are achieved without compromising the quality of education or safety of our staff and students.
- Work closely with stakeholders to create and review structures that reflect the College and the Trust's values and enable the delivery of exceptional education for all. Providing proposals and business cases for the development of structures and roles.
- Support the line management of policies and practices that take into account the College and Trust's values and are in line with national guidance and legal requirements.
- To be responsible for the development and evaluation of a strategy for maintaining effective Behaviour for Learning strategies, improving attendance and monitoring the number of fixed-term exclusions against College policies and procedures.
- To act on behalf of the Principal in dealing with potential student hearings for exclusion matters or relevant other formal processes.
- Promote and develop a safer working practice culture to ensure all staff and students are supported and safe.

Developing self and working with others

- Treat people fairly, equitably and with dignity and respect to create and maintain a positive culture.
- Work as a positive team player, demonstrating mutual respect and integrity for others whilst maintaining open and effective communication at all levels in the College.
- Develop and maintain effective strategies and procedures for staff induction and professional development.
- Develop and maintain a culture of high expectations for self and others and take appropriate action where necessary.
- Regularly review own practice.
- To ensure a high-profile presence around the College amongst staff and students, promoting good order, discipline, high expectations and achievements.
- To attend meetings in accordance with role and responsibility and ensure they are effectively and efficiently run.

Securing accountability

- To be accountable to a wide range of stakeholders including students, parents, carers, partner schools, governors and the local community.
- Develop a collective ethos in the College that enables everyone to work collaboratively, share best practice, celebrate success and accept responsibility for outcomes.
- Provide the governors with accurate, timely and transparent information and data, objective advice and support to allow the Governing Board to meet its responsibilities.
- Use a range of evidence bases, including national data comparisons where appropriate, to monitor, evaluate and improve all aspects of the College. Review data analysis and provide summary reports in a range of formats with advice on recommendation/risks.
- Ensure that parents and carers are well informed about the curriculum and attainment and progress, and about the contribution they can make in supporting their child's learning and achieving the College's targets for improvement.
- Ensure individual staff accountabilities and responsibilities are clearly defined, communicated, understood and agreed.

- Develop suitable proposals for quality assurance systems which are fit for purpose and liaise with the Principal on implementation.
- Present a clear, coherent and accurate account of performance to a range of audiences including the local Governing Board.
- To contribute to all aspects of College self-review, including a lead role in lesson observations, and a lead role in updating/maintaining the SEF.

Strengthening Community

- Create and promote positive strategies for challenging discrimination.
- Develop the College culture for engagement and inclusion of all.
- Collaborate with external agencies to provide an holistic approach to well-being of staff, students and their families.

Safeguarding

- Support the Principal in playing a key role in all safeguarding matters at Leadership level.
- Comply with policies and procedures on Safeguarding and Child Protection.

General

- To take full responsibility for the College in the absence of the Principal, by ensuring the daily operations and responsibility for decision-making.
- Attend whole College events beyond those required by the directed time calendar, e.g. Annual College productions, musical events, presentation evenings, etc.
- Represent the College as directed at external meetings (local and national).
- Line manage staff as required.
- Keep abreast of educational initiatives, locally and nationally.
- Maintain high standards of professional conduct and personal appearance.
- Carry out any other reasonable task at the request of the Principal.

How to Apply

All applications for employment should be made by completing the application form which can be downloaded from Ivybridge Community College's website at www.ivybridge.devon.sch.uk

In your application you are invited to write a supporting statement of no more than two sides of A4 which outline how your knowledge, skills and experience meet the job description criteria.

Completed applications to be submitted to HR@ivybridge.devon.sch.uk

Applications for this vacancy must be received by **9.00am on Wednesday, 11 October 2023**

Interviews will take place during the week commencing Monday, 16 October 2023

