

Ivybridge Community College



DEPUTY PRINCIPAL Candidate Information



Opportunity • Endeavour • Excellence • Achievement at Ivybridge

Ivybridge Community College



May 2019

Rachel Hutchinson
Principal

Dear Candidate

Deputy Principal

I am delighted that you are interested in applying for the role of Deputy Principal at our College. This is a very special place.

I am very privileged to work with such a dedicated team of staff who drive a well-established culture of hard work, high expectations in an environment that is 'child centred and progress focused', whilst providing the opportunities for students to grow and thrive.

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

This is an extremely rare opportunity for an inspiring and dedicated senior leader to join our highly successfully College, which has had an Outstanding Status for over twenty years.

The successful candidate will gain a wealth of experience from working across the College, whilst receiving support and guidance from the Principal and the CEO.

I look forward to reading your application.

Yours sincerely

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 an unbelievable 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 and progress of a cross phase family of 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 succeed and feel professionally rewarded. As such, you will work amongst a wider team of leaders that are mutually supportive and where professional development is highly valued.

We are looking for a dynamic and innovative leader, who is committed to providing an educational opportunity for all in a World Class learning culture, who will support individual endeavour through high expectations, personal growth and development. Whilst ensuring that exceptional achievement and excellence is embedded in all aspects of College life and thus play a pivotal role in the Ivybridge Learning Legacy.

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

Ivybridge Community College

Is a high performing and popular Community College of over 2500 students on roll, including 383 in 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 twenty-five 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 has 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. More recently, in October 2013 we saw the College achieve its fifth consecutive 'Outstanding' Ofsted report. Prior to this, in 2011, the English Department gained an 'Outstanding' Ofsted subject report.

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 outstanding schools.

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 "Lively Ivy" holiday programme 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.

JOB DESCRIPTION

Post: Deputy Principal

Accountable to: Principal

Salary: L21-L25 (£66,692—£73,561)

Start Date: 1 September 2019



Overall Purpose and Accountability

To 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.

Key Accountabilities

Strategic Leadership and shaping the future

- To assist 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.
- Support the Principal in developing a talented and motivated Senior Leadership Team at Ivybridge Community College to drive the College forward.
- Support the process of College Improvement through continual self-evaluation and use this to inform the College Improvement Plan.
- Work with the College Principal to monitor and evaluate the academic performance and leadership of the College.
- Establish a culture that promotes aspiration within the College community and celebrates success and achievement.

Teaching and Learning

- Maximise the achievement of all students through high quality Teaching and Learning which motivates, challenges and empowers.
- Ensure high quality teaching is at the heart of strategic planning and resource management.
- To line manage the curriculum development, review, planning and costing in order to ensure continuity from Year 7 through to Year 13.
- Facilitate and encourage a learning experience that enables teachers to flourish and provides students with the opportunity to achieve the highest standards.
- To champion the cause of disadvantaged (SEND), the most vulnerable and those underperforming students to ensure they receive the appropriate provision to meet their needs in order that there are no gaps in attainment or progress.
- 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.

- Empower students to take an active part in their own learning.
- Implement 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.
- Line manage the College timetable and school procedures. (Calendar, meeting schedule and Parents' Evenings.)
- Oversee the production and cost of an effective College timetable, including cover supervision and including cover supervision and in consultation with other Trust secondary schools.
- Understand how to distribute resources effectively, ensuring that the principles of value for money are achieved without compromising the quality of education or safety of our staff and students.
- Work closely with the College Principal to create and review structures that reflect the College and the Trust's values and enable the delivery of exceptional education for all.
- 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 oversee and evaluate the strategy for maintaining effective Behaviour for Learning strategies, improving attendance and monitoring the number of fixed-term exclusions against College policies and procedures.
- 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.

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.
- 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.

- Work with the Principal to develop and implement suitable quality assurance systems which are fit for purpose.
- Present a clear, coherent and accurate account of performance to a range of audiences including the local Governing Board.

Strengthening Community

- Create and promote positive strategies for challenging discrimination.
- Collaborate with external agencies to provide an holistic approach to wellbeing 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 deputise for the Principal when appropriate.
- 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 Westcountry Schools Trust 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.

Applications for this vacancy must be received by **12 noon on Thursday, 16 May 2019**.

If you wish to send your application by email please send it to Mrs M Vincent, PA to the Principal, at mvincent@ivybridge.devon.sch.uk.

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