



EXECUTIVE PRINCIPAL (PRIMARY) RECRUITMENT INFORMATION PACK

Education House
Spawd Bone Lane
Knottingley
WF11 0EP

RECRUITMENT INFORMATION PACK

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Dear applicant

Thank you for your interest in becoming an Executive Principal with Delta Academies Trust.

Delta Academies Trust is an educational charity that sponsors a chain of over 40 academies with a commitment to securing transformational change and sustainable school improvement, to ensure improved outcomes for the children and young people in our communities.

Our vision is to provide high quality education and deliver the best outcomes for young people with an ethos based on four founding principles of Quality, Partnership, Aspiration and Responsibility. At our core we aim to provide outstanding educational provision for students, firmly rooted in the context of the local community. We seek to support lifelong learning, and provide excellence in teaching through high expectations with adherence to traditional values and standards. Many of our academies serve challenging communities and have a long history of educational underperformance, we are determined that this will not be a barrier for achievement and we are committed to securing rapid and sustainable improvement in our schools.

This is an exciting time in our development as we continue to work hard to drive improvement in our Academies, through strong and purposeful leadership and high quality teaching and learning we are confident that we can have a positive impact upon the lives of young people, ensuring that all students achieve their potential, realise their aspirations and are well prepared for the next stage of their lives.

As an Executive Principal, you will be joining an ambitious and innovative organisation, we are therefore looking for a creative and committed leader who understands how to bring about improvement and manage change in schools, and deliver positive outcomes for our young people, staff, families and the wider communities that we serve. Our Executive Principals lead groups of Academies with confidence and commitment to ensure that the Academies deliver improved standards for all students.

The Academies within Delta are fully, inclusive, caring schools that promote community and social cohesion based on the simple principles of courtesy, co-operation, tolerance and mutual respect. Our expectation is excellence from all students of all ages and abilities, and we provide them with the necessary challenge support to become responsible high achieving citizens.

Recognising potential and nurturing talent is at the heart of our values and by engaging all students in a relevant and exciting curriculum, we will raise aspirations, embed self-confidence and self-esteem and improve academic standards. We are determined to ensure that each student achieves the best possible examination results and as a result enhance their future employability opportunities.

If you share our vision and passion for young people and their families, and believe that you can make the difference at Delta Academies Trust, then we would like to hear from you.

Paul Tarn
Chief Executive

Introduction

Delta Academies Trust is a not for profit charitable organisation that is committed to changing outcomes for children in the academies it sponsors and the wider education system. We are a teaching school, training teachers, school leaders and other professionals that work with children.

Delta Academies Trust firmly believes that an outstanding education should be the right of every child and should not be determined by a post code lottery. The Trust will strive to ensure that all pupils and students in our academies will attend an outstanding school.

We are determined that local children can attend a local school and we will place those children who need extra help first in our admissions policy.

In our family of academies we currently have a range of educational provision that includes; Secondary, Primary, Infant, Junior, Alternative Provision and Pupil Referral Units.

Delta places at the heart of its school improvement a commitment to high quality professional development for all staff who join the Trust. We understand that by investing in our staff we will create an organisation with a shared vision and values that will transform education for the children and young people we serve.

You can find out more details about Delta and our academies at **www.deltatrust.org.uk**

Delta Academies Trust - Our Vision and Values

Our vision is based on the values and the principles of Delta Academies Trust. Our academies will:

- Change children's and young people's lives for the better, providing them with the skills, knowledge and understanding to be successful throughout life and contribute positively to their communities.
- Place learners at the heart of everything we do and ensure that we promote social responsibility, honesty, integrity and caring for others.
- Deliver outstanding academic outcomes for all pupils and students and engender in them the confidence and aspiration to be successful.
- Create a generation of young people who care about their environment and recognise that they can shape the future through their own actions.
- Recognise and appreciate the different beliefs others hold but will promote British Values and encourage active citizenship, promoting social cohesion.
- Promote scientific enquiry and the development of analytical thinking skills that enable pupils and students to question the world around them and evaluate received wisdom.
- Celebrate human creativity and the enrichment Arts bring to our lives and community.

Why work for Delta Academies Trust?

- You will be joining a team that is committed to changing lives through transforming educational outcomes. A Trust **highly committed** to ensuring that you benefit from high quality development and training.
- Work alongside professionals in a fast-paced and **dynamic environment**.
- Develop your skills alongside **like-minded colleagues**.
- Each of the Delta academies are committed to a climate of **mutual support** and **partnership** and work closely with each other.
- **Career Development** - Delta Academies Trust offers personal development through a range of flexible opportunities. All new staff members receive a comprehensive induction. The Trust offers a central CPD programme involving a range of training, which can include Ofsted training, safer recruitment, pediatric first aid and Evolve training. We also have a clear strand of Teaching and Learning CPD and an innovative and exciting Leadership and Development programme.
- **Pension** - Every employee of Delta Academies Trust has access to a pension scheme.
- **Cycle to work scheme**.
- **Access to private medical Insurance** (prices are provided on request).
- **Work-life balance** - We aim to be a 'best practice' employer. We understand that our employment policies need to be flexible and responsive in order to promote diversity and equality, and to attract and retain the highest quality staff.
- **Child care vouchers by Sodexo** - Child care vouchers work through a salary sacrifice and they are taken from your salary each month before your usual Tax and NI contributions.
- **Tech Salary Sacrifice Scheme** - this gives employees the opportunity of having the latest technology and the cost directly deducted from their gross monthly salary, saving on Tax and National Insurance Contributions.

The Core Team

The Core Team consists of a range of specialists, staff who are committed to working alongside colleagues within our academies to ensure that they have the support they need to succeed. These Specialists include; Senior Leaders, National Leaders of Education, Academic Subject Experts (Directors) for most areas including Primary and Business Support Services. Positions within the core team offer career progression and a range of opportunities.

Our Teaching School Alliances provide initial teacher training as well as on-going professional development courses and opportunities. Curriculum leaders, special needs specialists and support staff from the Trust regularly meet and are deployed to provide the support for school improvement. This mechanism of support is flexible and capable of expansion.

The Trust benefits from a range of expertise in Finance, Data, ICT, Facilities and Health & Safety, Human Resources and Governance and Compliance. The Core Team delivers centralised services supporting the non-teaching operations of our academies and ensures consistent working practices and best value for the group. Core services include:

- Financial management, centralised purchasing and payroll
- Governance and Compliance
- HR
- Legal support
- ICT strategy
- Curriculum design
- Post 16 leadership
- Business services
- Facilities management
- Continued Professional Development
- Audit services
- Data and Sims support



The Application Process

Further details about the work of Delta Academies Trust, including academies it currently sponsors, can be found at www.deltatrust.org.uk

Completed applications should be returned to jobssouth@deltatrust.org.uk or by post to Delta Academies Trust, Recruitment Team, Education House, Spawd Bone Lane, Knottingley, WF11 0EP.

All applications that have been submitted electronically will receive an email from the recruitment team confirming receipt.

A letter will be sent to shortlisted candidates with details of the interview process. If you have not heard from us within 2 weeks of the closing date please assume your application has been unsuccessful.

Queries

If you have any queries on any aspect of the application process or need additional information please contact the Recruitment Team on 0345 196 0095.

We are committed to treating all applicants fairly and have a policy on the recruitment of ex-offenders which is available to applicants on our recruitment website at: <http://recruitment.deltatrust.org.uk>

DELTA ACADEMIES TRUST EXECUTIVE PRINCIPAL (PRIMARY)

Full Time Permanent

Salary: L25 – 31 (£70,348 - £81,477)

Required as soon as possible

If you are currently a Head Teacher or Principal of a good or outstanding school or academy and are looking for the next step in your career, then Delta Academies Trust may have the ideal opportunity for you.

Delta Academies Trust is an established sponsor and multi-academy trust of 43 academies across Yorkshire, Nottinghamshire, Lincolnshire, and the Humber. We are seeking to recruit an Executive Principal to strategically lead the transformation of school improvement in a cluster of academies in a specific locality, on this occasion in the NE Lincolnshire area. This model of Executive Leadership is working successfully across a number of our regions and we believe that this is the future for sustained school improvement across our academies.

You will be operating at an executive level to develop the vision and strategic direction of the academies and work with the Heads of Academy to provide effective leadership to build a strong and focused team, able to improve teaching and learning and the outcomes for all children. You will work in partnership with other Principals and the Core Improvement Team to shape the future of school to school support within the Trust.

You should be able to evidence collaborative and inspirational leadership that creates a culture of high expectations and aspirations that raises standards and ensure that all children reach their full potential.

If you welcome the opportunity to have influence and impact across a group of schools/academies and would like to work alongside the Core Improvement Team to help shape the future of leadership and school improvement within Delta Academies Trust then we would like to hear from you.

Closing Date:

Friday 29 September at 12 noon

An application pack can be downloaded from

recruitment.deltatrust.org.uk

or by contacting our recruitment team on

0345 196 0095

or email

jobseast@deltatrust.org.uk

JOB DESCRIPTION
EXECUTIVE PRINCIPAL (PRIMARY)

Salary: L25-31 (£70,348 - £81,477)

Contract: Permanent

Hours: 37 hours per week

Reporting to: Regional Director

Purpose of the Role:

To provide strategic leadership and hold overall accountability for standards and quality within identified Delta Academies Trust primary academies.

Strategic Direction and Development:

- To be accountable for improving outcomes for young people
- To provide strategic direction and leadership to the identified Delta Trust academies
- To develop a clear vision for the academies
- To develop a positive, high achieving ethos
- To secure long-term success by maximising potential through the skills and resources held within the academies
- To build leadership capacity at all levels through actively developing staffing structures and roles and responsibilities
- To ensure that resources, human, financial and material, are used efficiently to achieve maximum value for money
- To promote the highest possible standards of achievement and well-being for pupils
- To exercise strategic, curriculum-led financial planning to ensure the equitable deployment of budgets and resources, in the best interests of pupils' achievements and the academies' sustainability
- To establish rigorous, fair and transparent systems and measures for managing the performance of all staff, addressing any under-performance, supporting staff to improve and valuing excellent practice
- To ensure that academy documentation, including the SEF, Academy Development Plan, Action plans, Information for the EAB, Information for staff, Information for parents and pupils, including those on the website are produced in a timely manner
- To attend EAB meetings
- To secure the commitment of staff, pupils, parents and the wider community to the vision and direction of Delta Trust academies
- To develop positive relationships with key partners to ensure good collaborative working
- To promote positive strategies for challenging racial and other prejudice
- To ensure that safeguarding and protecting children is a core priority to each academy's work within a culture of vigilance

Teaching and Learning:

- To promote and secure at least good teaching, effective learning, high standards of achievement, good behaviour and discipline within a safeguarding culture
- To demand ambitious standards for all pupils, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes
- To monitor and evaluate the quality of teaching and standards of learning and achievement of all pupils, including those with special educational needs, in order to set and meet challenging, realistic targets for improvement
- To ensure the effective use of data to raise standards
- To ensure the maintenance of effective partnerships with parents to support and improve pupils' achievements and personal development
- To ensure a range of community based learning experiences

Leading and Managing Staff:

- To ensure the highest standards of work are achieved and maintained by Heads of Academy
- To set high expectations and stretching targets for the each academy community
- To undertake the performance management of the Heads of Academy
- To oversee the implementation and maintenance of effective systems for the management of staff performance
- To ensure the tackling of under-performance at all levels
- With the Heads of Academy and the EAB, participate in the selection, appointment and induction of the teaching and support staff as appropriate to ensure that appointees have the potential to achieve the aims of Delta Academies Trust
- To monitor the leadership, management and organisation of the curriculum and its assessment in order for areas for improvement to be identified
- To monitor effectively the attainment and progress of all pupils
- To oversee the effective deployment and management of all teaching and support staff
- To ensure that all staff are enabled to carry out their respective roles to the highest standard, through high quality continuing professional development based on assessment of needs
- To ensure the monitoring the workload of staff to ensure a healthy work/life balance is maintained

Efficient and Effective Deployment of Resources:

- To ensure the setting of appropriate priorities for expenditure and to ensure effective administration and control
- To ensure the effective management and organisation of accommodation to ensure that the needs of the curriculum and health and safety requirements are met
- To monitor and review the range, quality, quantity and use of all available resources in order to improve the quality of education, improve pupils' achievements, ensure efficiency and secure value for money

Safeguarding:

- To ensure that safeguarding practices secure the safety and welfare of all pupils

- To monitor safeguarding policies and procedures as appropriate
- To provide advice and support to Heads of Academy liaising with the local authority and working with other agencies as necessary in order to ensure child protection concerns are dealt with promptly and effectively
- To ensure that all staff and volunteers are able to raise concerns about poor or unsafe practice with regard to children

Accountability:

- To ensure that Heads of Academy and all staff recognise that they are accountable for the success of the academy and Delta Academies Trust
- To present a coherent and accurate account of the performance of academies as appropriate in a form to a range of audiences
- To ensure that parents and pupils are well informed about the curriculum, attainment and progress, and about the contribution that they can make to achieve the Federation's targets for improvement

**PERSON SPECIFICATION
EXECUTIVE PRINCIPAL (PRIMARY)**

	Ess	Des	MOA
KNOWLEDGE/QUALIFICATIONS			
Statutory education frameworks, including governance	*		A/I/R
Ways to build, communicate and implement a shared vision across a number of academies	*		A/I/R
Strategic planning processes	*		A/R/I
Leading change, creativity and innovation	*		A/I/R
New technologies, their use and impact		*	A/I/R
Strategies for communication, both within and beyond the school	*		A/I/R
Strategies for raising achievement and achieving excellence across a number of academies	*		A/I/R
Models of learning and teaching	*		A/I/R
Models of behaviour and attendance management	*		A/I/R
Strategies for ensuring inclusion, diversity and access	*		A/I/R
Curriculum design and management across a number of schools	*		A/I/R
Strategies to promote individual, team and organisational development	*		A/I/R
Building and sustaining a learning community across a number of academies	*		A/I/R
The impact of change on organisation and individuals	*		A/I/R
Strategic financial planning, budgetary management and principles of best value	*		A/I/R
Personnel, governance, security and access issues relating to the diverse use of academy facilities	*		A/I/R
Legal issues relating to managing a school, including equal opportunities, race relations, disability, human rights and employment legislation	*		A/I/R
The use of a range of tools and evidence, including performance data, to support, monitor, evaluate and improve aspects of school life, including challenging poor performance	*		A/I/R
Models of academy, home, community and business partnerships	*		A/I/R
The work of other agencies and opportunities for collaboration	*		A/I/R
The structures and mechanism for engaging with a wide range of agencies to ensure the safeguarding of children	*		A/I/R
The Academy Development Planning process and the ability to implement effectively	*		A/I/R
Data to support strategic decision making	*		A/I/R
Current educational issues	*		A/I/R

Personal Qualities (Emotional Intelligence) :			
Self-Awareness			
Emotional self-awareness	*		A/I/R
Accurate self-assessment	*		A/I/R
Self-confidence	*		A/I/R
Self-Management	*		A/I/R
Emotional self-control	*		A/I/R
Transparency	*		A/I/R
Flexibility	*		A/I/R
Initiative	*		A/I/R
Optimism	*		A/I/R
Social Awareness			
Empathy	*		A/I/R
Organisational awareness	*		A/I/R
Being approachable	*		A/I/R
Relationship Management			
Developing others	*		A/I/R
Inspirational leadership	*		A/I/R
Change catalyst	*		A/I/R
Influence	*		A/I/R
Conflict management	*		A/I/R
Team work and collaboration	*		A/I/R
Personal Skills			
Excellent communicator	*		A/I/R
Innovator	*		A/I/R
Personal commitment to quality and excellence	*		A/I/R
Able to work effectively and cooperatively between academies and with all stakeholders	*		A/I/R
Able to negotiate effectively to further Delta's aims and objectives	*		A/I/R
Committed to equal opportunities	*		A/I/R
Leadership Skills			
Ability to develop and maintain a clear vision to lead others to plan and deliver it	*		A/I/R

Ability to articulate the vision to diverse audiences	*		A/I/R
Leadership and management skills to improve and maintain each academy's level of attainment and success	*		A/I/R
To model high standards of professional behaviour and integrity	*		A/I/R
Excellent classroom practitioner who can lead by example	*		A/I/R
Ability to motivate students and staff	*		A/I/R
Ability to review, monitor and evaluate progress and results	*		A/I/R
A commitment to support the further development of learning skills and emotional literacy – with staff, students and parents	*		A/I/R
Demonstrated ability to lead, coordinate and delegate	*		A/I/R
Ability to manage change and work under pressure	*		A/I/R
Ability to maintain confidentiality	*		A/I/R
Experience			
Significant experience as a Principal / Adviser with a sustained record of school improvement	*		A/I/R
Experience of developing partnership and learning between schools/academies	*		A/I/R
Experience of the effective managing of funding and resources	*		A/I
Delivery of a broad based curriculum	*		A/I
Evidence of effective appointment and personnel management	*		A/I/R
Evidence of strategic planning ability	*		A/I/R
Evidence of successfully leading and sustaining educational initiative	*		A/I/R

Key: MOA=Method of Assessment, Ess=Essential, Des=Desirable, A=Application, I=Interview and assessment, R=Reference, C=Certificate