

Vice Principal for Behaviour & Attitudes

The Hart School

February 2024



**THE HART
SCHOOL**
*Creative
Education
Trust*



Dear Colleague

Thank you for your interest in joining the team at The Hart School.

The Hart School joined Creative Education Trust in September 2013. Working in partnership, The Hart School and the Trust have made much progress in recent years and we were delighted to have been awarded a 'good' judgement from Ofsted in June 2023.

As our academy sponsor, the Creative Education Trust is focused on the quality of the educational experience it provides for students. It believes that creativity is the ability to make new connections between the things we know, and to turn these connections into ideas and practical action. Connecting knowledge needs to be at the heart of education because it is vital to improving standards and will make young people resourceful and employable in tomorrow's knowledge community.

In addition, in joining a growing group of schools, you will have the opportunity to have an impact on how the wider network develops, to collaborate closely with your fellow teaching and support staff and to influence Creative Education Trust's ethos and processes.

The Hart School is an innovative educational establishment and, as such, we provide our students with a learning experience, ensuring that they fulfil their potential. We are focused upon each individual student, guiding them to be the best that they can be and supporting them on their journey to adulthood.

We are looking for ambitious and committed staff who lead by example, help colleagues, have a willingness to develop their leadership skills and encourage students to become leaders themselves.

The pursuit of excellence is demonstrated by an uncompromisingly high drive to succeed and the focus of all staff on the desire to improve teaching and learning within the school.

If you think you have the qualities to help us to achieve our vision, we look forward to receiving your application.

Yours sincerely,

Rachael Sandham

Principal

“We Do

By working together, learning together and winning together”

You can find out more at:

www.creativeeducationtrust.org.uk

ABOUT CREATIVE EDUCATION TRUST



Creative Education Trust inspires and enables young people to build successful lives on foundations of learning, resilience and employability. We believe that a rewarding educational experience and the highest possible qualifications are the best way to ensure social mobility for young people.

Creative Education Trust is a growing multi-academy trust educating over 13,000 children in England. It was established in 2010 to work in England's post-industrial cities and coastal towns: areas of economic disadvantage and with a history of academic underachievement. We transform these schools by integrating a knowledge-rich curriculum with skills and creativity.

Creative Education Trust defines creativity as the ability to find connections between the things we know and turn these connections into new ideas and action. The academic arts and the sciences, practical subjects and life skills all need this creativity, and creativity is valued highly by employers. Our staff and expert advisers use imaginative methods for linking knowledge across subject boundaries, fostering personal development and resilience and developing practical skills that prepare students for their transition to adult life and employment.



Our Mission

To give every child in our schools the best possible start in life through excellent education and wide-ranging co-curricular opportunities

Our Vision

To send out into the world educated, creative, confident and responsible young people, who can succeed in their ambitions and make their communities better places

Our Values

Ambition

We are ambitious in everything because only the best will do

Excellence

We do not stop at 'good enough'

Creativity

We connect our knowledge in innovative ways

Resilience

When the going gets hard, we up our game and reach our goal

Inclusion

Every child and every colleague matters – we will work for and with them all

Respect

We value the ideas of others and make sure all voices are heard

You can find out more at:

www.creativeeducationtrust.org.uk

ABOUT THE HART SCHOOL



We are a mixed secondary school, catering for children between the ages of 11 and 18 years and located in the town of Rugeley in Staffordshire.

Since September 2013 we have been part of the Creative Education Trust. This has enabled the school to rigorously pursue rapid improvement for the children we teach.

The school boasts many facilities and we strive to provide an inclusive and expansive education for all of the children in our care..

Our on-site facilities include:

- Sports fields, outdoor courts and gymnasium
- Dance studio complete with sound system and mirrored wall;
- Dedicated sixth form area including common room and classrooms
- Hall complete with tiered seating, stage lighting and curtains;
- Interactive whiteboards in every classroom;
- Open-plan library with wide range of reading materials
- Fully equipped Design and Engineering classrooms
- Sports Dome



Knowledge Connected

Curricular innovation through our 'Knowledge Connected' programmes promotes creative, integrated and pro-active thinking so that our students are equipped for the challenges of the 21st century

SUPPORT FOR OUR STAFF

We are committed to providing our staff with the highest quality support, enabling them to ensure that our students are receiving the education they deserve.

The Hart School places a strong emphasis on CPD, for both teaching staff and support staff alike. We run regular programmes of training events and can also provide focused development and cross-academy opportunities.

For our pupils to achieve to their full potential we know that it is essential that our staff thrive professionally. We value teamwork highly and provide ample opportunities for all our teachers to work collaboratively with their colleagues.

As teachers we believe that we never stop learning and we support each other to develop professionally. We share ideas and good practice regularly and encourage everyone to contribute to the professional development programme.

We understand the importance of working with other schools in our trust and beyond. Our middle leaders have benefited from their participation in the Ambition School Leadership, Teaching Leaders Programme, Future Leaders and Teach First extensively and some have embarked on NPQ qualifications. We value subject specific CPD highly and are members of the Prince's Teaching Institute which provides access for our teachers to high quality subject specific professional development.

Newly qualified teachers at The Hart School will benefit from high quality mentoring and access to a customised induction course designed specifically to smooth their progress through the NQT year.



You can find out more at:
www.creativeeducationtrust.org.uk

VICE PRINCIPAL – BEHAVIOUR & ATTITUDES JOB DESCRIPTION

LOCATION

The Hart School, Rugeley, Staffordshire

SALARY

Leadership Range L16 - 20

THE ROLE

As part of the Senior Leadership Team, to contribute to the strategic development planning of the school and to manage whole school developments.

To provide inspiring leadership to achieve excellence in terms of students' behaviour, attitudes, and personal development.

The key strategic responsibilities are expected to be:

- Behaviour – rewards and consequences
- Culture and ethos
- Attendance and punctuality
- Child protection and safeguarding
- Transition

(Please note these are subject to discussion with the successful candidate and will be reviewed as appropriate to maximise the strengths of the SLT)

REPORTING LINES

To the Principal

KEY RESPONSIBILITIES & ACCOUNTABILITIES

LEADERSHIP

- Deputise for the Principal in the day to day running of the School.
- Recognise and celebrate success and achievements of students and staff.
- Support the Academy Council/Academy Improvement Board to carry out their roles effectively.
- Lead identified projects to tackle underachievement of specific student groups.
- Effectively communicate the school's core values and ethos to all stakeholders.
- Actively contribute to the day to day management of the School.
- Maintain a prominent visible presence monitoring the work of the school on a daily basis.

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- Lead initiatives to support academic enrichment of most able students.

STRATEGIC DIRECTION & DEVELOPMENT

- Make a significant contribution to the development, communication and implementation of the vision for the school.
- Promote and uphold the values and ethos of the school and Creative Education Trust such that the highest achievements are expected from all members of the school community.
- Formulate, devise, agree and monitor improvement plans to maximise impact.
- Lead and manage successful change across the school.
- Lead on strategic areas of school improvement and be able to demonstrate impact of this.

STUDENT WELFARE, BEHAVIOUR & ATTITUDES AND PERSONAL DEVELOPMENT

- Ensure a high-quality pastoral structure so that behaviour and attitudes are outstanding supporting all students to fulfil their potential.
- Ensure that Personal Development provision is robust and mapped to meet stator guidance.
- Ensure students and parents are informed about curriculum attainment and progress and are able to understand targets and improvements alongside behavioural expectations.
- Ensure a data driven approach to tracking and monitoring good behaviour around school and in lessons. Ensure staff expectations are high and establish a culture of praise and consistent applications of consequences.
- Proactively promote an atmosphere of respect, recognition, celebration, and mutual support in the school.
- Maintain an environment which feels safe and enables students to report any concerns or complaints.

LEADERSHIP OF PEOPLE

- Provide exemplary leadership for the whole school community acting as a role model for staff and students
- Ensure a high level of presence around school and promote high staff morale and ownership of the school's values and policies

- Contribute to the provision of high-quality training and development for all staff which empowers staff at all levels to lead and initiate improvements
- Develop high quality leadership in both academic and pastoral areas through effective line management of middle and senior leaders
- Manage staff performance and conduct effectively and resolve complaints

RESOURCE MANAGEMENT

- Be accountable for the management of any devolved budget
- Manage aspects of the organisation as requested to ensure that accommodation is used effectively and efficiently in order to achieve a positive learning environment
- Promote the highest achievement for all alongside value for money
- Maximise the acquisition and use of grants and other fund-raising opportunities as required

GOVERNANCE

- Advise and report to Creative Education Trust Board, Executive Directors and the Academy Council, as appropriate to the agreed responsibilities, to ensure strong accountability.
- Support the Principal to ensure that statutory requirements are met and policies of the Trust are implemented

PARTNERSHIPS AND PROMOTION OF THE SCHOOL

- Support partnership working, particularly with sister schools within Creative Education Trust, to ensure that this is a strength of the school and enhances the opportunities available to students
- Present a coherent and accurate account of the delegated areas of responsibility in a form appropriate to a range of audiences
- Support the successful transition for all students
- Actively support and establish links with other learning establishments and employers and training providers to maximise opportunity for students
- Maintain a high-profile image of the school in high quality public presentations

SCHOOL ETHOS AND COMMUNITY

- Ensure effective communication with all stakeholders in the school community (including parents) so that they are kept informed about, consulted on, and have an understanding of the

aims of the school, its policies and procedures and future direction

- Support solutions to achieving the British values of diversity, dignity and equality in all aspects of service delivery and engagement with the broader community
- Actively foster a culture where all members of the school community respect others and their physical surroundings
- Support the personal development of all students and contribute to maintaining a caring climate in which self-confidence, self-respect and social responsibility are encouraged
- Develop amongst teaching staff an outward perspective and desire to contribute to wider life of the school

SUPPORTING THE WORK OF CREATIVE EDUCATION TRUST

- Develop strong, positive relationships with Creative Education Trust colleagues; contribute to collaborative work across Creative Education Trust schools and support other staff in participating in trust-wide work and projects
- Participate in Creative Education Trust and sector wide activities in order to share best practice and promote the school and Creative Education Trust in a national context

OTHER RESPONSIBILITIES

- Undertake as required, other duties and responsibilities relevant to the job or the seniority of the post, as directed by the Principal

This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post. The duties may be varied to meet the changing demands of the school at the reasonable discretion of the Headteacher

PERSON SPECIFICATION	ESSENTIAL	DESIRABLE
QUALIFICATIONS AND PROFESSIONAL DEVELOPMENT	<ul style="list-style-type: none"> • Good honours degree • Qualified Teacher Status • Evidence of relevant continuous CPD (including a significant leadership/management component) 	<ul style="list-style-type: none"> • NPQSL/NPQH • Further relevant qualifications and/or professional studies relevant
EXPERIENCE	<ul style="list-style-type: none"> • Substantial secondary school leadership experience • Experience of establishing, maintaining and promoting whole staff CPD and performance management • Track record of achievement in raising educational standards • Successful experience of using target setting, data analysis and curriculum innovation to improve performance • Evidence of promotion of innovation in teaching and learning • Demonstrable success in leading through significant periods of whole school improvement and development. • Proven experience as an excellent teacher • Proven ability to lead, coach and motivate staff within a performance management framework, including professional development and effective management of underperformance 	<ul style="list-style-type: none"> • Experience in more than one school • Experience of successful KS5 teaching • 3 years' experience at Assistant Head level
KNOWLEDGE AND UNDERSTANDING	<ul style="list-style-type: none"> • An in-depth understanding of school leadership and the school improvement strategies needed to achieve consistently high pedagogy across all key stages • Knowledge of current education legislation, national strategies, trends and innovation • The ability to develop a philosophy of high aspiration and expectation for every student giving cognisance to SEND, equal opportunities, diversity and ethos • The ability to analyse data, identify issues and trends and address identified areas for improvement • Understanding of all relevant accountability frameworks 	<ul style="list-style-type: none"> • Ability to demonstrate working on behaviour & attitudes collaboratively within a multi-academy trust
SKILLS AND PERSONAL ATTRIBUTES	<ul style="list-style-type: none"> • Integrity, openness, energy and enthusiasm • Strong interpersonal, written and oral communication skills • High expectations of self and others • Resilience and motivation to manage day-to-day challenges and ability to find solutions to problems and resolve conflict effectively • Strong organisational skills and the ability to delegate • Relishes accountability and takes personal responsibility for their own actions • Ability to inspire and motivate groups of staff, students or parents • Excellent critical thinking skills; creative approach to problem solving, intellectual curiosity and rigour • Ability to provide inspirational leadership with sensitivity and wisdom, managing effective relationships with students, families and staff • Commitment to inclusive education providing opportunity for achievement for all 	
EQUAL OPPORTUNITIES	<ul style="list-style-type: none"> • A demonstrable commitment to supporting and promoting safeguarding, student welfare, equality and diversity 	
SAFEGUARDING	<ul style="list-style-type: none"> • A thorough understanding of up-to-date safeguarding requirements and best practice 	
OTHER REQUIREMENTS	<ul style="list-style-type: none"> • High expectations for every pupil and a proven track record of making a difference to the learning and experiences of pupils inside and outside the classroom. 	