



Foxford School



APPLICATION PACK

# Deputy Headteacher: Quality of Education Information

# Welcome

Thank you for your interest in Foxford School. These are new roles which created as we are at an exciting time in our journey with school improvement. Foxford School has been growing in popularity and size since 2020 and we now need to expand our staffing in order to ensure that school improvement is embedded in all that we do and that we continue to provide our students in our school with the best possible educational opportunities and outcomes.



**We are currently rated as a Good school by Ofsted (December 2022) and we are committed to sustained improvement.**

Foxford serves a richly diverse community in Coventry, with a high proportion of disadvantaged children who recognise that you can make a real difference to their lives. As a school we are building our success on our core values: having Pride, being Responsible, Independent, Determined and Responsible. Respect is a core value and one we are very proud about in our school. We place no limits on our aspirations for our students.

We are passionate about developing the most effective classroom practice and to offer our students a curriculum that inspires them as well as securing their futures beyond school. We want our students to be successful with their oracy, reading and learning.

This is an exciting time to join our staff with a balance of experience and expertise. The successful applicant will have the drive, integrity, resilience and capacity for sustained hard work, to lead the team to deliver consistently good outcomes within an evidence-informed and sustainable framework.

If you:

- **Have a passion for educational excellence**
- **Are a strategic thinker who has experience of whole school improvement**
- **Have the talent to inspire, challenge and empower staff**
- **Have a solid grasp of progress management strategies for all students**
- **Are committed to our vision and values**

I would warmly encourage you to visit our school prior to making an application if you are able to, to really understand the community of staff and students you would join. Please read our Ofsted report which demonstrates we are a good school.

If what we are doing resonates with you, and you are keen to work with us, please do apply. If you have any questions relating to this role, please contact: [peopleteam@castlephoenixtrust.org.uk](mailto:peopleteam@castlephoenixtrust.org.uk).

I warmly welcome your application.

*Alison Gallagher, Headteacher*



# Our School

Foxford School serves an area of north-east Coventry for students aged 11-18. We are an over-subscribed school with over 1000 students including a growing Sixth Form community. We were last inspected in December 2022 and were rated Good in all categories, by Ofsted, which all stakeholders were very proud about.

“Trustees, leaders and staff are ambitious for pupils. They have put in place a broad, enriched curriculum, including in the sixth form. The subjects that form the basis of the English Baccalaureate sit at the heart of the curriculum. Curriculum leaders have considered the order in which topics are taught. This ensures that pupils’ learning builds logically on what they already know.”

OFSTED 2022

We have high aspirations for our students and want our students to succeed in their studies. We want our students to challenge themselves, own their learning, have good dialogue, as communication is key in their lives and to be engaged in their learning. Above all though we want our students to leave our school as well- rounded, lifelong learners and global citizens that are ready for sixth-form, college and beyond. Therefore, we provide a curriculum that challenges students to solve problems, show creativity and resourcefulness, but also to act with integrity and participate actively in our community.

“Pupils enjoy attending this school. They are happy and polite. They are well prepared for the next stage in their education, training or employment. Pupils take part in a range of visits, sports, music and drama clubs. This extends their learning. Pupils are keen to make a positive contribution to the local community.”

OFSTED 2022

Furthermore, we pride ourselves on our digital offer to our students and in being at the forefront of digital development within our curriculum offer.

iPads are becoming an integral part of our learning and teaching at our school meaning that we are shaping the future for our children in the digital age. This also means that our staff have access to a wealth of digital training opportunities. In a recent survey one member of staff stated, *“I love being part of our journey and being part of taking the school to the next stage in it’s school improvement.”*

Foxford School is fortunate to be part of a successful multi-academy trust with a strong leadership culture for both staff and students. As well as attracting and developing excellent professionals, our school community also has much to share as we collaborate with partner schools realising opportunities to continually learn and grow. Our students will benefit from this outward looking approach through which our own future leaders will no doubt emerge!

## Coventry, West Midlands

Combining world famous history with technology, innovation and forward thinking, Coventry and Warwickshire is a region rich in imagination, culture and diversity.

Home to a unique selection of family friendly attractions, popular eateries, charming country pubs, trendy bars and lively clubs. Our venues will fascinate, delight and captivate in equal measure. Within an hour of London, Coventry and Warwickshire is the beating heart of the UK visitor economy. From Cathedrals and Castles to Shakespeare and Godiva; we have legends, stories and history unrivalled and matched





## GROWING CONFIDENT LEARNERS BY LEADING LEARNING AND EXCELLING TOGETHER



### **Welcome** from our CEO and Chair of Trustees

Growing confident learners through leading, learning and excelling together is the Trust's strapline and the principles remain golden threads of our Trust's work. Our strapline relates to staff as well as to the children that attend our schools.

Would you like:

- to develop children's skills to secure future success?
- to be part of a committed and forward-thinking school team?
- to have excellent opportunities to continue to grow professionally?
- to collaborate with other staff across our Trust?

If yes, then we are the Trust for you!

When you join us, you become part of a team that together make a difference. Each member of our team has an important and unique role to play and is equally valued.

The climate and culture of the Trust to thrive supports honest and 'safe' conversations which include challenge and reflection on future action. There are high levels of professional trust.

We are very proud of our schools and their commitment to ensure all our children thrive and achieve well. We want our children to be well prepared for the future ahead and to have the tools to experience success and happiness.

We welcome your application and an opportunity to discuss this exciting role in more detail.

***Michele Marr, CEO and Peter Freeth, Chair of Trustees***

# Feeling Empowered

Leadership underpins everything we do and there is a commitment to grow future leaders. There is a wide range of opportunities/CPD for leaders to work together developing their own leadership skills and learning from others. As leadership specialists we are in a strong position to design career pathways for you.



# Feeling Valued

We are very privileged to work every day with staff in our Trust who show commitment, drive and relentless focus to do their best for the children in our Trust.



Our People Strategy recognises the key role that staff in our Trust play to provide an excellent learning environment for all. You matter!



Respect to all,  
from all



A positive  
attitude



Resilience  
and a  
determination  
to achieve our  
best



Passion for  
learning



Innovation



Collaboration

# Grow and Develop



We have adopted a professional growth approach to develop our staff. The attributes that our staff demonstrate to improve their performance is important to us. Every member of staff has a professional growth coach to support them on their growth journey. Staff are active participants in producing their growth plans.

Learning and Development opportunities are central to our people strategy as we want our staff to be offered pathways to achieve their best.

We are talent architects and look to retain and reward our ambitious and talented staff.

# Feeling Supported

Joining a new organisation can be daunting but we want you to be nurtured to demonstrate your full potential. We offer a 6 month induction programme that addresses the fundamentals of what you need to know when you first join us but also is tailored to meet the needs of your new role.



Respect to all,  
from all



A positive  
attitude



Resilience  
and a  
determination  
to achieve our  
best



Passion for  
learning



Innovation



Collaboration



**Work for Castle  
Phoenix at**

**FOXFORD  
SCHOOL**

**Castle Phoenix Trust** is a growing Multi-Academy Trust which was founded in February 2013. Currently there are six schools within the Trust – Caludon Castle Secondary, Foxford Secondary, Hill Farm Primary, Richard Lee Primary and Charter Primary are all based in Coventry and Kingsbury Secondary School is based in Warwickshire



# Benefits of working with us



## GROW AND DEVELOP

Our staff to their full potential



## RETAIN AND REWARD

Recognition of staff contribution to our Trust Vision and Values



## PROMOTE AND SECURE

Excellent leadership and management



## CREATE AND MAINTAIN

An innovative, nurturing, healthy, collaborative environment



# Our Ambitions

Our Six Ambitions are **valuable for all, but vital for our most vulnerable** and are adopted by all of our schools.



## READING

We will develop confident and competent readers



## ORACY

We will create a learning environment where pupils become confident communicators with the aim of improving their social mobility



## CREATIVE LEARNING

We will develop creative thinkers. We will promote thinking that relates to discovery and enquiry using a blended learning approach involving digital learning



## ACHIEVEMENT

All our pupils make good progress and we support our most vulnerable to overcome barriers to learning so they achieve in line with other pupils



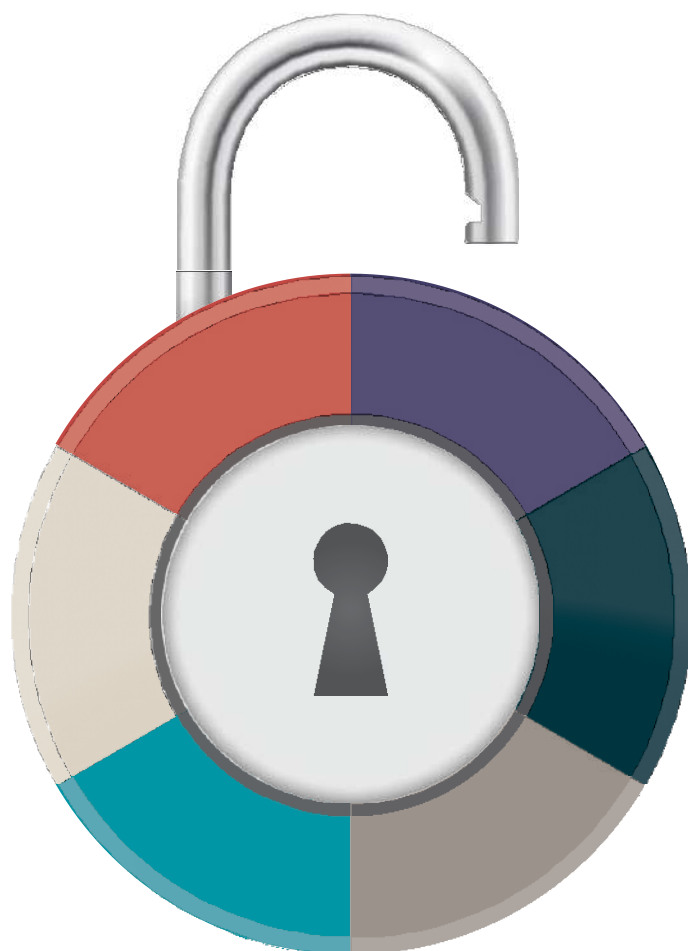
## IMPACTFUL TEACHING

We grow great teachers who impact positively on pupil learning



## ASPIRATIONS

We want children to have high aspirations for their future through developing self-belief, valuing learning and broadening horizons (including careers related learning)



# How to apply

Castle Phoenix Trust's strength lies in our commitment to collaborate and share excellent practice between all our schools. Our unique offer is one of growing leaders. We nurture new and inexperienced leaders and provide opportunities for children and staff to demonstrate their leadership skills. We value inspirational leadership and the value this brings to our Trust.

Our Trust Ambitions of Impactful Teaching, Reading, Oracy, Creative Learning, Aspirations and Achievement enhance our curriculums, ensuring they are accessible to all. They have been identified by our schools as being key drivers to success and are a collective focus. We are clear that by threading these ambitions through every aspect of school life, removing barriers to learning, our children will thrive pastorally and academically, knowing and remembering more about the content of our curriculums. The Ambitions are our DNA, and a key part of our school improvement strategy.

If what we are doing resonates with you, and you are keen to work with us, please have a look at Foxford's school website to see evidence of the life of our school.

The application process is managed through Eteach and can be accessed through our website or by clicking the following link:

<https://www.eteach.com/careers/castlephoenixtrust>

If you have any questions relating to this role, or would like to visit, please contact [Foxfordrecruitment@castlephoenixtrust.org.uk](mailto:Foxfordrecruitment@castlephoenixtrust.org.uk)

*Click to apply now!*

## References

The interview panel may take the opportunity to follow up any relevant issues arising from references during the interview.

The Trust is committed to safeguarding, promoting the welfare of children and young people and creating a culture of vigilance and expects all staff and volunteers to share this commitment and vigilance.

The successful candidate will be subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS).



# Deputy Head:



## Quality of Education FOXFORD SCHOOL

*Permanent  
L18-L22*

*Required from September 2024*

Be part of our journey and make a difference with Quality of Education at our school. Outstanding Learning & Teaching and Curriculum is key to our learners' success. We believe that our students deserve the best!

We are growing! Our student population is growing each year, we are over subscribed and therefore our governors, staff, parents and carers wish to appoint a highly motivated and inspirational individual with excellent leadership and management skills to join our Senior Leadership team.

This post is an opportunity for an ambitious leader to join the Headteacher and staff in driving the school towards its goal of providing an exceptional education for the students in our community.

The successful candidate will be an outstanding and innovative classroom practitioner who is able to demonstrate their track record of strong, strategic leadership ensuring that all students achieve their full potential.

You will be a strong communicator, with natural empathy, who works positively with other professionals upholding our value of 'Respect all, from all'.

It is an exciting time to join our school as you will have the opportunity to work with a dedicated team of educational specialists who have identified and embody the following leadership behaviours:

- Influential profile within the school.
- Has passion for educational excellence.
- Are a strategic thinker who has experience of whole school improvement.
- Leading by example, demonstrating learning agility.
- Communicating effectively, embodying resilience and adaptability.
- Committing to professional learning, including modelling great teaching practice.
- Perceptive and logical in identifying problems and solving them effectively.
- Maintaining a focus on what benefits our students.
- Motivates others to achieve goals, engages and empowers colleagues, students and stakeholders.
- Experience within a senior leadership role.
- Committed to our vision, values and ambitions.
- Knowledge and experience of safeguarding.

We are proud to be part of Castle Phoenix Trust that specialises in leadership. Leadership development underpins all of our work. This facilitates an opportunity to develop emotional intelligence and explores effective leadership attributes.

We will play to your strengths and provide excellent collaboration between colleagues and leaders across the Trust. You will have access to effective CPD, leadership conferences and professional leadership profiling using tools such as motivational maps and insights to facilitate your development. The Trust is committed to investing in all staff and, most importantly, bring about the best possible outcomes for our students.

As Deputy Headteacher, you have an integral role in working in partnership with the Headteacher, our Trust, governors and staff to ensure the continuous improvement of the school.

In addition we can offer you:

- Personal coaching
- Opportunities to network with senior leaders across the Trust and beyond
- Leadership profiling
- Bespoke leadership development for you
- A strong commitment to staff wellbeing and recognition
- Annual Conferences across the Trust
- A professional, hardworking and supportive team of staff with the capability and desire to raise students' achievements even further
- Enthusiastic students who are willing to learn and are proud of their learning environment
- A caring and supportive working environment within a vibrant school community

## **Application deadline: 9:00am Monday 13 May 2024**

*We reserve the right to close this vacancy early should we receive an overwhelming response.*

*If you have not heard from us within 2 weeks, please assume you have been unsuccessful.*

*Please note, an online search may form part of this recruitment process following recommendations from Keeping Children Safe in Education (KCSIE) 2023.*

*These posts are exempted under the Rehabilitation of Offenders Act 1974 and as such appointment to these posts will be conditional upon the receipt of a satisfactory response to a check of police records via the Disclosure and Barring Service (DBS). The Trust is committed to safeguarding, promoting the welfare of children and young people and creating a culture of vigilance and expects all staff and volunteers to share this commitment and vigilance.*



# Deputy Head: Quality of Education FOXFORD SCHOOL



**RESPONSIBLE TO:** Alison Gallagher Headteacher

## **JOB PURPOSE:**

As Deputy Headteacher, you will be required to meet the general requirements and standards of this post as specified in the School Teachers' Pay and Conditions Document. In addition, you will be required to fulfil any reasonable expectations from the Headteacher and undertake reasonable duties in line with the Deputy Headteacher responsibilities and accountability. In the absence of the Headteacher, you may be required to act as Headteacher.

The post will require you to work in partnership with the Headteacher, the Trust, governors and staff to ensure the continuous improvement of the school. You will be responsible for whole school Quality of Education.

The main expectations of the role are as follows:

- Make a significant contribution to ensuring high quality teaching and learning across the school leading to good or better academic progress for our students.
- Ensure the curriculum is appropriate yet challenging for all our students.
- Promote the development of students' morale, spiritual, physical and social progress.
- Drive innovation in education, ensuring the school is able to respond to a changing external environment and that the skills, learning and aspirations of children and young people are developing and enhanced at all key stages.
- Monitor, evaluate and review classroom practice; celebrate and promote excellence, challenge under-performance at all levels and ensure appropriate action is taken in accordance with policies and procedures.
- To work in partnership, and to support and assist the Headteacher, by providing dynamic and professional leadership and management to reflect 'policy in practice' by sharing and modelling the school's vision and values in everyday work and practice.
- Developing and motivating staff, setting high expectations, embedding learning and teaching strategies and raising achievement, contributing to rigorous and on-going self-evaluation and taking responsibility for leading specific areas/initiatives to secure further school wide improvements.

## **DUTIES AND RESPONSIBILITIES:**

### **SHAPING THE FUTURE**

- Support the Headteacher and the Trust in establishing a vision and strategic direction for the future development of the school. Articulating and modelling the school's vision and strategic direction, developing and implementing coherent operational plans which promote and sustain continuous school improvement.
- Play a leading role in the school improvement planning process, taking account of the agreed priorities of the school.
- Lead in the identification of key areas of strength and those to develop in the school.
- Work to a high standard in implementing agreed policies, priorities and expectations, so as to set a good example for other colleagues.
- Promote a culture of teamwork, in which the views of all members of the school community are valued and taken into account.
- Lead an aspect of self-evaluation of the school.
  - Provide support for staff in developing their leadership skills.
  - Embedding ambition and driving improvement, specifically within line managed faculties/teams and across areas of responsibility.

### **LEADING LEARNING AND TEACHING**

- Share responsibility for the analysis of key school performance data, to ensure priorities are appropriate and improvement in standards is promoted.
- Provide training for staff on effective teaching and learning and pastoral care, strategies and good practice.
- Promote the active involvement of students in their own learning.
- Contribute to target setting; including statutory procedures and targets for individuals and groups of students throughout the school and be part of evaluation processes.
- Support strategies to promote high standards of behaviour and attendance.
- Contribute to the development of a broad and rich curriculum which meets the needs of the range of students in the school.
- Support the development of an effective assessment framework.
- Promote the use of ICT to enhance and extend students' learning.
- Monitor and evaluate classroom practice.
- Provide support for colleagues in improving their classroom practice.
- Leading by example and consistently modelling good practice in building students' learning power.
- Establishing innovative, creative, responsive and effective approaches to learning and teaching.
- Encouraging an ethos which enables everyone to work together, share knowledge and understanding, celebrate success and accept responsibility for outcomes.

## **DEVELOPING SELF AND WORKING WITH OTHERS**

- Promote and safeguard the safety and welfare of children and young people.
- Contribute to the creation of a positive school ethos, in which every individual is treated with dignity and respect and the safety and welfare of children and young people is paramount.
- Support the development of collaborative approaches to learning within the school and beyond.
- Support the induction and integration of staff new to the school.
- Set high expectations for your own performance and that of others.
- Engage in relevant professional development activity as necessary.

## **MANAGING THE ORGANISATION**

- Take a shared lead in:
- Contributing to a regular review of the organisation of the school to ensure it meets statutory requirements.
- Developing action plans in specified areas of responsibility, in order to bring about improvements.
- Contributing to the planning process for the distribution of resources, to ensure they meet the school's identified priorities.
- Taking responsibility for the Performance Management of identified staff.
- Contributing to regular evaluation of the impact of the use of resources in relation to the quality of education of the students and value for money.
- Contributing to the development of the school site to ensure it meets current and future needs within a sustainable framework ensuring the range, quality and use of available resources are evaluated to improve the quality of education for all students.

## **SECURING ACCOUNTABILITY**

- Support the Trust in meeting its responsibility to account for the performance of the school including specific support to Trust committees if applicable.
- Support staff in understanding their own accountability, and develop approaches to its review and evaluation.
- Contribute to the reporting of the performance of the school to parents, carers, the Trust and other key partners as necessary.
- Lead in the effective use of data to track progress and raise achievement.

## **STRENGTHENING COMMUNITY**

- Gain an understanding of the diversity of the school community.
- Contribute to policies and practice which promote equality of opportunity and tackle prejudice.
- Contribute to the development of a curriculum which provides students with opportunities to enhance their learning within the wide community.
- Promote and model good relationships with parents, which are based on partnerships to support and improve students' achievement.

- Strengthen and promote further links with the community.

### **SAFEGUARDING**

- To be accountable for promoting and safeguarding the welfare of students responsible for, and in contact with.

# Person Specification

We would like to appoint a person who:	Experience/Knowledge/Qualifications	Measurement	Essential / Desirable
Educational	<ul style="list-style-type: none"> <li>Degree and qualified teacher status</li> <li>Higher degree or evidence of further professional development (NPQH, NPQSL)</li> </ul>	A	E D
Knowledge	<ul style="list-style-type: none"> <li>An understanding of high quality teaching and effective learning</li> </ul>	A, I, R	E
	<ul style="list-style-type: none"> <li>An understanding of the potential of student voice and parental engagement</li> </ul>	A, I	E
	<ul style="list-style-type: none"> <li>Understanding of strategies and tactics to secure whole school improvement</li> </ul>	A, I, R	E
	<ul style="list-style-type: none"> <li>Clear understanding of the current educational agenda</li> </ul>	A, I	E
	<ul style="list-style-type: none"> <li>Clear vision for this school's future</li> </ul>		E
	<ul style="list-style-type: none"> <li>An understanding of the potential of this role</li> </ul>	A, I	E
	<ul style="list-style-type: none"> <li>Outstanding subject knowledge</li> </ul>	A, I, R	E
Experience	<ul style="list-style-type: none"> <li>Strong professional development record</li> </ul>	A, I, R	E
	<ul style="list-style-type: none"> <li>An outstanding classroom practitioner who also has had a strong positive impact in a senior leadership role</li> </ul>	I, R	E
	<ul style="list-style-type: none"> <li>Experience of successful change management</li> </ul>	A, I, R	E
	<ul style="list-style-type: none"> <li>Experience in more than one school welcomed</li> </ul>	A, I, R	E
	<ul style="list-style-type: none"> <li>Educational roles beyond current school</li> </ul>	A, I, R	E
	<ul style="list-style-type: none"> <li>Record of success in more than one team</li> </ul>	A, I, R	E
	<ul style="list-style-type: none"> <li>Experienced in contributing to raising standards in teaching and learning to improve achievement</li> </ul>	A, I, R	E
	<ul style="list-style-type: none"> <li>Experience of acting as an outstanding model of teaching for others</li> </ul>	A, I, R	E
<ul style="list-style-type: none"> <li>Experience of dealing with day-to-day issues while remaining focused on longer-term goals</li> </ul>	A, I, R	E	



We would like to appoint a person who:	Experience/Knowledge/Qualifications	Measurement	Essential / Desirable
Skills & Abilities	<ul style="list-style-type: none"> <li>• A proven ability to design monitor and evaluate classroom provision based on the identified learning needs of individual students</li> <li>• A proven ability to use data on a whole school level to raise performance</li> <li>• A proven ability to work sensitively and effectively with colleagues in helping them to improve their everyday classroom practice</li> <li>• Positive profile with students/staff/parents</li> <li>• Excellent written and oral communication</li> <li>• Good professional networks/contacts</li> <li>• Good team player/builder with the ability to set aspirational standards, provide professional direction and develop high performing teams</li> <li>• Ability to lead and manage people to work both individually and in teams Decision making skills including the ability to think creatively, problem solve and identify opportunities.</li> <li>• Ability to prioritise, plan, organise, work under pressure and meet deadlines</li> <li>• Empathy with young people of all levels and backgrounds</li> <li>• Capacity for, and interest in, further promotion</li> <li>• Ability to work effectively in partnership with the Headteacher</li> <li>• Success at promoting inclusive practice across a school that leads to high expectations for all learners</li> <li>• Able to think strategically but have an 'eye for detail'</li> </ul>	<p>A, I, R</p> <p>A, I, R</p> <p>A, I, R</p> <p>A, I, R</p> <p>A, I, R</p> <p>A, I, R</p> <p>A, I, R</p> <p>A, I, R</p> <p>A, I, R</p> <p>A, I, R</p> <p>A, I, R</p> <p>A, I, R</p> <p>A, I, R</p> <p>A, I, R</p> <p>A, I, R</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>
Qualities	<ul style="list-style-type: none"> <li>• Patience, persistence, flexibility, tact, imagination, intelligence, commitment, resilience, sensitivity, sense of humour.</li> </ul>	I, R	E



We would like to appoint a person who:	Experience/Knowledge/Qualifications	Measurement	Essential / Desirable
Safeguarding	<p>In addition to candidate's ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children including:</p> <ul style="list-style-type: none"> <li>• Motivation to work with children and young people</li> <li>• Ability to form and maintain appropriate relationships and personal boundaries with children and young people;</li> <li>• Emotional resilience in working with challenging behaviours; and</li> <li>• Attitudes to use of authority and maintaining discipline.</li> </ul>	I, R	E
Special requirements	<p>Good attendance records in line with school's Promoting Health at Work Policy</p> <p>This post is exempt from the provisions of the Rehabilitation of Offend Act 1974. An Enhanced Disclosure and Barring Service Check will be required prior to appointment</p>	A, R	E

