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Shrewsbury Academy 
Part of the **Marches** Academy Trust

Headteacher Recruitment Pack

December 2023



shrewsburyacademy.co.uk |



SY1 4LL |



@ShrewsburyAcademy

Job description

Post title: Headteacher

Grade: Group 6 (L27 – L32)

Hours of work: Full time

Post status: Permanent - required for 1st September 2024 or earlier for the right candidate.

We offer:

- An inclusive learning experience for our young people.
- Excellent professional learning and support at every stage in your career, with opportunity for continued personal development through our Talent Pathway
- Career development opportunities including NPQH and NPQEL.
- Funded monthly professional life coaching for Headteachers.
- An enthusiastic and supportive team of staff, parents and governors
- A core belief in staff wellbeing and work life balance for all.
- Benefits including funded counselling, physiotherapy and GP and other medical support.

Purpose:

Do you want to shape the lives of our learners to ensure they receive the education they deserve?

Do you have the energy and ambition to steer the direction and curriculum of this evolving school into the future, celebrating success at every opportunity?

If you believe in empowering teachers, creating an inclusive learning environment, are a lifelong learner and can lead by example – your headship starts here.

You will lead the strategic vision for our school by shaping the lives of our learners and inspire in a way that can be felt throughout the wider community. You will uphold our professional values, inspiring confidence and encouraging aspiration across the school, whilst driving positive standards and outcomes.

We strongly recommend candidates to come and visit the school. To arrange this, or if you have any questions, please contact Sarah Compton, PA to Headteacher, ahead of the closing date via:

sarah.compton@shr.mmat.co.uk



Responsible to:

Marches Academy Trust Executive Team

Main activities to the particular duties:

- Set the strategic vision and planning for the school.
- Ensure that all those involved in the school are committed to its aims, motivated to achieve them, and involved in meeting long, medium and short term objectives and targets which secure the educational success of the school.
- Lead the school's further development and progress so that the school is judged to be outstanding using Ofsted criteria.
- Lead and foster innovation across the school and community to drive up standards
- Work collaboratively with other leaders across the trust.
- Lead and attend all relevant staff meetings as required by the school calendar and your role.
- Continue to develop the school's role within the local and national community (community cohesion).
- Prepare papers and to attend all governing body meetings and act as an advisor to sub committees as required.

Shaping the future:

- Lead on the consolidation of the school vision, values and standards so that they are shared and acted upon with colleagues and students.
- Lead on strategic improvement plans that realise the vision and sustain school improvement.
- Work with all staff to create a positive, inclusive climate to take the school vision forward.
- Collaborate with parents/carers, to ensure students' well-being and improve their achievement and personal development.
- Set the overall strategic direction of the school.
- Develop an effective financial strategy to meet the needs of the school and the school improvement plan.

Leading behaviour for learning:

- Ensure that the pastoral and subject teams work together to create an outstanding environment for learning where all students feel confident to achieve their best.
- Set and monitor performance goals for identified teams to ensure delivery of the school development plan and pastoral development plans.
- Develop skills for effective learning throughout Key Stage 3, 4 and 5.
- Take corrective action to ensure quality and performance standards of behaviour and learning are continually improving.
- Use appropriate data to support pastoral leaders monitor students' progress, to set challenging targets and identify areas for improvement.
- Oversee and ensure that effective and appropriate intervention strategies are employed to support all students.
- Create and maintain an effective partnership with parents/carers to support and improve students' achievement and personal development.

Developing self and others:

- Create a culture of success by personal example and leadership.
- Support the activities and development of the directors.
- Lead, monitor and evaluate the work of key teams within the school.
- Line manage members of the leadership group so that their roles and outcomes are effective and lead to raising standards.
- Grow leadership potential within the school through identification of staff and setting up individualised programmes for leadership development.

- Take responsibility for own professional development including maintaining an up-to-date knowledge of educational trends, developments and related legislation including engaging fully in performance management of self and other staff.
- Lead effective staff induction and professional development.
- Manage own workload and the workload of individuals and teams effectively, providing support where necessary and delegating where appropriate.
- Ensure that professional duties are fulfilled, as specified in the terms and conditions of teachers and by all members of the school.

Managing area of responsibility:

- Implementing clear and appropriate evidence-based improvement plans and policies and monitoring, evaluating and reviewing their effects.

Securing accountability:

- Lead on school self-review and using its outcomes, along with a range of other evidence, in monitoring and evaluating aspects of school life (including financial aspects) and completion of the School Evaluation Documents.
- Ensure that staff accountabilities are clear and are regularly monitored, evaluated and reviewed.
- Present information about the performance of the school to a range of audiences including Trustees, Trust Executive Team, governors, parents and carers.

In addition to the above all Marches Academy Trust staff are required to:

- Adhere to policies and procedures, including Equality and Diversity and Health and Safety.
- Respect confidentiality: all confidential information should be kept in confidence and not released to unauthorised persons.
- Undertake appropriate training and development as required.
- Participate in the Performance Review Cycle.
- Demonstrate excellent Customer Care in dealing with all customers.
- Ensure positive effective working relationships with the school teams, stakeholders and partners.

Objectives and outcomes

- To be agreed with the successful post-holder once appointed.
- The duties may be varied to meet the changing demands of the school at the reasonable discretion of the Trust CEO.

We aspire to be the
local school of
choice

Person specification

Attributes	Essential	Desirable
Qualifications	<ul style="list-style-type: none">• Qualified Teacher Status.• First Degree or equivalent qualification.• A continued commitment to own continuous professional development appropriate to the role of Headteacher.• At least 5 years of experience in senior leadership.	<ul style="list-style-type: none">• Further study relevant to Headship.• Experience of deputising for a Headteacher.
Experience	<ul style="list-style-type: none">• A record of working as a successful senior leader with impact on whole school transformation.• A track record of achievement as an outstanding classroom teacher.• Proven experience in contributing and playing a significant role in the development and implementation of a shared strategic vision.• Experience of line management and appraisal of teaching and non-teaching staff.• Leading staff in an informed and sensitive manner.• Initiation of curriculum planning.• Evidence of success in improving the achievement and attainment of students.• Ability to use ICT effectively.• Ability to set targets for staff and help them to evaluate their work in a way that develops their confidence.• Show commitment to meeting the needs of students.	<ul style="list-style-type: none">• Evidence of continued professional development to enhance leadership skills.• Experience of working in more than one school/academy.• Experience in providing significant input into the School Development Plan with relevance to the new Ofsted framework.• Experience to offer expertise to the wider Trust.

Person specification

Attributes	Essential	Desirable
Knowledge	<ul style="list-style-type: none">• Knowledge of key data to inform the schools self-evaluation and improvement planning process.• Curriculum design and management.• Knowledge and skill in managing the performance of staff to achieve outstanding practice.• A working understanding of regulatory requirements governing the operation of the school, including safeguarding children, curriculum and assessment and employment.• Excellent understanding of the strategic importance of ICT and its innovative use in the working environment.• Knowledge and understanding of developments in educational at local and national levels.• The range of teaching strategies and classroom organisation open to teachers.• The range of learning strategies that can be employed by students.• Ability to analyse performance and plan effective intervention strategies to ensure students make good progress.• Ability to ensure a positive ethos and structure for managing behaviour which enables all students to achieve.• The organisation and value of effective assessment.• An understanding of target setting and its use and limitations in raising aspirations.• A commitment to the wellbeing of staff and reduction of unnecessary workload.• Experience of running a budget.	<ul style="list-style-type: none">• Evidence of effective intervention to ensure students meet and exceed challenging targets.

Person specification

Attributes	Essential	Desirable
Personal Qualities	<ul style="list-style-type: none">• Ability to lead, motivate, develop and inspire students and staff.• A high degree of probity and integrity; strong on reliability and loyalty.• Flexibility and adaptability.• Able to delegate appropriately and effectively.• Able to make tough decisions in the best interests of the school.• Ability to set standards for staff and students by personal example of hard work within a work/life balance and engaging teaching.• Enthusiasm, energy and commitment.• Awareness of the needs of others.• A high level of professionalism in manner and organisation.• An ability to draw together different disciplines to work to a common aim.• An expectation of high standards from oneself and others.	

In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children including:

- Motivation to work with children and young people.
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people.
- Emotional resilience in working with challenging behaviours;
- Attitudes to use of authority and maintaining discipline.

Who we are

It is our mission to empower everyone in our school and our communities to live and breathe our values and Achievement Through Caring, to reach their full potential.

The Marches Academy Trust values each person equally. We are committed to building a diverse team and embedding a welcoming, inclusive culture that encourages diversity and authenticity. We believe this will encourage creative ways of thinking – ensuring we collaborate more effectively and achieve better outcomes.

Children only get one childhood. They deserve to get the support they need to thrive and prepare for happy, healthy and productive adulthood.

Our school is currently on a journey with a new build project underway. These new facilities will enhance our school site to improve the learning environments for our children.

Learning radiates well beyond the classroom, with a vast array of extra-curricular activities, trips and educational visits taking place each term.

Check out our video:

<https://youtu.be/Ej3JREWUyrA>

Interested? Here's how to apply:

- [Complete the online application](#)

Closing date for applications is midnight on **Tuesday 16th January 2024.**

Interviews will be held over 2 days on **Thursday 25th and Friday 26th January 2024.**

We are committed to safeguarding and promoting the welfare of the children in our care and expect all staff to embrace this. Shortlisted applicants will be asked to declare any criminal convictions and will be subject to online checks.

The successful applicant will be subject to an enhanced DBS check.

Your future starts here...



We grow you as
an individual

We grow
great teams

Welcome from the CEO

This is a high achieving Trust that is imaginative and creative in its approach to teaching and learning and is keen to look for continued sustained improvement. We are therefore seeking to appoint a Headteacher with the desire to drive efficiencies across our Trust.

Our vision 'Achievement through Caring' is central to all that we do at The Marches Academy Trust. Our schools are innovative and striving to ensure that young people make the very most of their learning adventure and are equipped with the skills required to prosper in the modern world.

We are immensely proud of the Alliance of Leading Learning who provide a wide range of professional development opportunities across our Trust, nationally and internationally.

Our family of schools currently includes:

- The Marches School and Sixth Form in Oswestry
- Sir John Talbot's School and Sixth Form in Whitchurch
- Tilstock CE Primary School and Nursery in Whitchurch
- The Grove School and Sixth Form in Market Drayton
- Lower Heath CE Primary School and Nursery in Lower Heath
- Shrewsbury Academy in Shrewsbury
- Longlands Primary School and Nursery in Market Drayton
- Grange Primary School and Nursery in Shrewsbury
- Oakmeadow CE Primary School and Nursery in Shrewsbury
- Woodlands School in Wem
- Idsall School and Sixth Form in Shifnal

Sarah Finch

CEO

The Marches Academy Trust



Meet our Chair of Trustees



Thank you for your interest in this vital Headteacher vacancy.

The Trust is looking to appoint an enthusiastic and dynamic individual to build on our Trust's current strengths and achievements.

As a thriving Trust serving over 5,000 students and their families in Shropshire, this a pivotal role in driving continuous improvement across our schools and will contribute to our vision of 'achievement through caring'.

Collaborative working with other schools in our Trust offers many benefits for students and staff; sharing best practice in teaching and learning, curriculum collaboration, extra-curricular opportunities, staff development, finance and human resources, legal services, school improvement structures and governance arrangements.

We have an amazing team of teachers and staff that are dedicated to creating amazing places for students to learn whilst instilling a love of learning and life, the drive to achieve, to develop a sense of responsibility, combined with honesty and respect.

We hope that the opportunity to shape the work of our schools and their staff to harness their professional expertise, with the goal of securing excellent outcomes, is one you would relish.

The prospect of this role goes beyond the immediate job description. The successful candidate will influence and help shape the strategy of the Trust, have the opportunity to support our ITT provision, support leadership development and career paths as well as drive efficiencies across our schools.

For the right individual, this is an exceptional opportunity. The right candidate will have no better chance of working with wonderful students, super staff and shaping our Trust into the future.

Alex Fry
Chair of Trustees

Our Trust vision statement and values

We actively encourage diverse backgrounds and hear every voice

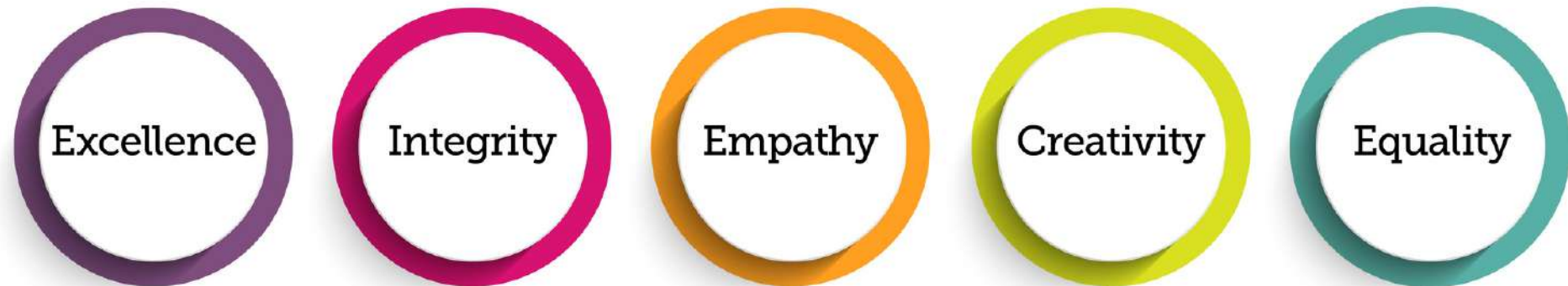
Our vision:

Achievement through caring

Mission statement:

As a Trust, it's our mission to empower everyone in our Trust and our communities to live and breathe our values and Achievement Through Caring, to reach their full potential.

Values:





Alliance of Leading Learning

We are a school led inclusive partnership representing all phases and school contexts nationally and internationally. Our core team at The Marches Academy Trust have trained over 400 ITT and over 150 School Direct students; we have also led the professional learning of over 5,000 educational leaders and governors.

We deliver the DfE National Professional Qualifications, and we actively encourage our staff to complete an NPQ programme at their earliest opportunity.

We also talent spot, from within our Trust team, colleagues who want to share their expertise and enhance their experiences by becoming an Improvement Consultant. Supporting schools, departments and individuals across the Trust and also external schools.

Embracing all our work is the unique Professional Learning Conference we host each year which continues to inspire school colleagues nationally.

In joining The Marches Academy Trust you have direct access to an outward facing large group of outstanding schools across the West Midlands and beyond.

Quite simply we want to ensure the right expertise exists to enhance a self-improving system and impact learners, leaders and schools to drive continuous improvement.

You will be part of this success story as a member of our team; and on starting your new post you will also be starting your learning journey - with all the benefits of being part of a large and successful Trust with exemplary partnerships nationally and internationally.



We hold true to delivering current, inspirational training that has real impact back in the workplace. Most importantly our participants confirm in countless testimonials that we invest in their leadership journey.

(Cavelle Priestley-Bird
Executive Director of ALL)



Our investment in you

Talent Spotting our Future Leaders

Our Talent Pathway supports the professional development of staff within the trust. We identify leadership talent and leadership needs for future succession planning – ensuring relevant and practical leadership development opportunities for staff.

Our talent management programme and our Career Development Pathways provide a framework for the discussion of your leadership journey and the professional learning you can access along the way.

Talent Contract

The Talent contract is a promise; a covenant between yourself and the trust that the Trust will do its' very best to support and develop you professionally. The Contract describes a variety of Professional development opportunities and encourages you to identify and pursue your training needs.



We believe successful creative lifelong learners participate in a journey of self discovery. They know how to learn, acquire skills and feel safe to take risks with confidence and courage,

Our investment in you

We really care about employee wellbeing and our commitment is set out in our Wellbeing Policy and Charter. This commitment is underpinned by our four pillars of wellbeing;

- **Emotional** - Some examples include a robust induction programme, Trust newsletter, professional performance reviews (appraisal) and line manager check-in meeting. We have clear policies and procedures relating to all aspects of your employment and we carry out an annual well-being survey to gauge the health of our staff.
- **Physical** - we are blessed that our schools are located in beautiful Shropshire market towns and /or rural locations. We can offer discounted local gyms and onsite facilities in our secondary schools.
- **Financial** - we offer membership to two great pension schemes; Local government pension scheme and Teachers' pension scheme. Our terms and conditions are aligned to Burgundy Book & School Teachers Pay & Conditions Document (teachers) and NJC Green Book (associate staff). We also recognise continuous service for sickness, maternity and annual leave entitlements for those transferring under the Redundancy payments (local government) Modification Order (RPMO).
- **Social** - encouragement of great working relationships and sense of belonging through team building events, PD days, end of term events and Trust Awards evening.

Wellbeing Offer:

We are delighted that our wellbeing offer includes access to a free confidential medical and wellbeing service with School's Advisory Service (SAS) for all staff. Services available include counselling, bereavement counselling, physiotherapy, menopause support and stress awareness sessions. We encourage staff to utilise SAS in seeking out preventative and early intervention by making support easily accessible for all!



Bits you need to know:

The Marches Academy Trust values each person equally. We are committed to building a diverse team and embedding a welcoming, inclusive culture that encourages diversity and authenticity. We believe this will encourage creative ways of thinking – ensuring we collaborate more effectively and achieve better outcomes. We welcome applicants from all qualified candidates who share this commitment.

Everyone within our Academy Trust shares the objective to help keep children and young people safe by contributing to:

Providing a safe environment for children and young people to learn in an education setting and identifying those who are suffering or likely to suffer significant harm, taking appropriate action with the aim of ensuring they are kept safe both at home and within the education setting and we expect all staff to share this commitment. Shortlisted applicants will be asked to declare any criminal convictions and will be subject to online checks. The successful applicant will be subject to an enhanced DBS check.

“This post is exempt from the Rehabilitation of Offenders Act 1974 and as such all applicants who are appointed to this post will be subject to an Enhanced Disclosure from the Criminal Records Bureau before the appointment is confirmed. This check will include details of cautions, reprimands or warnings, as well as convictions and non-conviction information. Once provisionally appointed, the successful applicant may also be required to apply for an Enhanced Disclosure at predetermined intervals during the course of their employment whilst in this post.”



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