



ADVANCE
LEARNING
PARTNERSHIP

Headteacher

Candidate Information Pack

Advance Learning Partnership is a not-for-profit Multi Academy Trust consisting of a mix of primary and secondary academies. We have developed our educational blueprint from the original school at Parkside Academy and used this to enhance the education provision in all of our schools, having a transformational effect on children's life chances.

All academies within our Trust collaborate as a 'family of schools'. The trust as a whole is not a separate body or group of people, but rather one single organisation made up of all our academies with one single vision and shared set of values.

We work together to ensure that all children, irrespective of their starting point, receive an excellent education. We pride ourselves in meeting the needs of the children in our care, including those who are most vulnerable or challenging. These groups of students are a major priority and we work closely with parents/carers in helping to raise their child's self-esteem, resilience and subsequent achievement and attainment.



Securing Excellent Education through Collaboration

OUR TEAM

ALP Executive Team

Kelvin Simpson	Chief Executive Officer
Linda Davies	Chief Operating Officer
Claire Oates	Chief Financial Officer

ALP Learning Partner

Janet Bridges	School Improvement
Paul Cowen	Leadership and Management

ALP Learning Directors

Peter Mason	Director of Research and Development
Catherine Taylor	Director of Quality of Education

ALP Headteachers

David Nelson	Dene Academy
Shawn Laws	Hartside Primary Academy
Kelly Armstrong	Parkside Academy
Kelvin Simpson/ Paul Cowen	Staindrop Academy
David Stone	Whitworth Park Academy



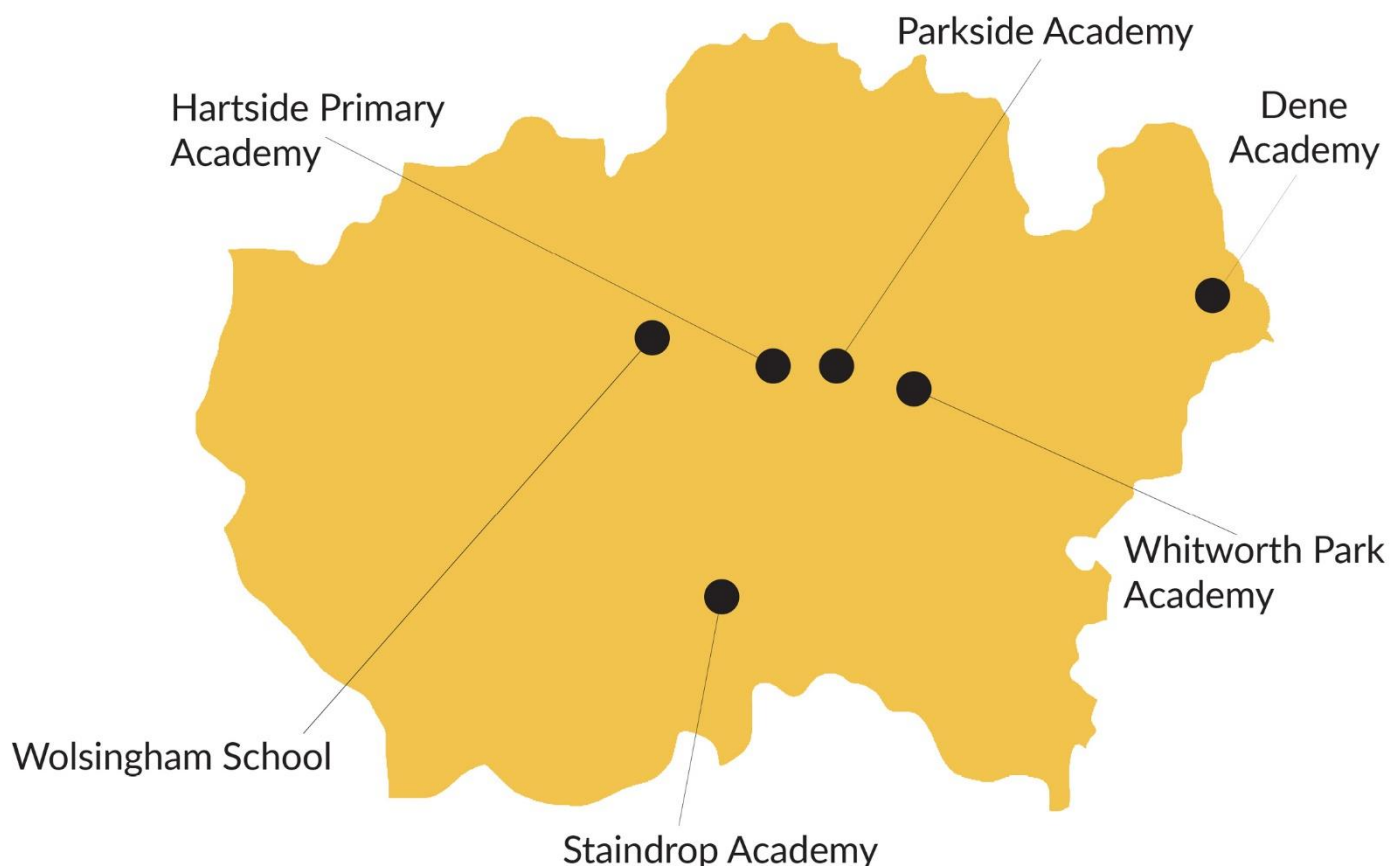
ALP Central Service Managers

Andrew Reynolds	Central Services Manager
Laura Mellis	Data Analyst
Helen Overfield	Finance Manager
Stephanie Emmerson	Governance & Compliance Manager
Emma Luke	HR Manager
Marián Sumega	Marketing & Publicity Manager
Michael Carnaffin	Network & Infrastructure Manager
Gavin Smith	Safeguarding & Compliance Manager
Nicola Milne	Senior Business Manager

ALP School Improvement Team

ALP Coordinators:	Maths Strategic Lead
	English
	Science
	Literacy
	Personal Development
ALP Leaders:	Art and Design
	Geography
	History
	SEN
	Personal Development Strategies
	Early Career Stage Development
	Religious Education
	Languages

County Durham



Parkside Academy

Our founding Academy. Aged 11-16 school. Located in Willington, Crook.



Whitworth Park Academy

Joined ALP in September 2018. Aged 11-16 school. Located in Spennymoor.



Staindrop Academy

Joined ALP in October 2017. Aged 11-16 school. Located in Staindrop.



Dene Academy

Joined ALP in October 2017. Aged 11-16 school. Located in Peterlee.



Hartside Academy

Joined ALP in January 2018. Aged 2-11 school. Located in Crook.



Wolsingham School

Joined ALP in September 2020. Aged 11-16 school. Located in Wolsingham.

JOB DESCRIPTION

JOB TITLE:

Headteacher, Wolsingham School

ACCOUNTABLE TO:

Chief Executive Officer

SALARY:

Leadership ISR Range L25-31*

*Enhancement to range for an outstanding leader with a proven track record.

CONTRACT TYPE:

Permanent

REQUIRED:

1st September 2021 preferred but negotiable.

KEY RESPONSIBILITIES

The expectations and standards required for this post are set out in full in the “Headteachers' standards 2020”

Main Duties	Actions
1) Shaping the future – critical to the role of the Headteacher is working to create a shared vision and strategic plan which inspires and motivates students, staff and all other members of the school community. This vision should express core educational values and moral purpose and be inclusive of stakeholders’ values and beliefs. The strategic planning process is critical to sustaining school improvement and ensuring that the school moves forward for the benefit of its students.	<ul style="list-style-type: none">• Ensure the vision for the school is clearly articulated, shared, understood and acted upon effectively by all.• Work within the school community to translate the vision into agreed objectives and operational plans which will promote and sustain school improvement.• Demonstrate the vision and values in everyday work and practice.• Motivate and work with others to create a shared culture and positive climate.• Ensure creativity, innovation and the use of appropriate new technologies to achieve excellence.• Ensure that strategic planning takes account of the diversity, values and experience of the school and community at large.

<p>2) Leading Learning and Teaching – The Headteacher will have central responsibility for raising the quality of teaching and learning and for students’ achievement. This requires the setting of high expectations and monitoring and evaluating the effectiveness of learning outcomes. A successful learning culture will enable students to become effective, enthusiastic, independent learners, committed to life-long learning.</p>	<ul style="list-style-type: none"> • Ensure a consistent and continuous school-wide focus on students’ achievements, using data and benchmarks to monitor progress in every child’s learning. • Ensure that learning is at the centre of strategic planning and resource management. • Establish creative, responsive and effective approaches to learning and teaching. • Ensure a culture and ethos of challenge and support where all students can achieve success and become engaged in their own learning. • Demonstrate and articulate high expectations and set stretching targets for the whole school community. • Implement strategies which secure high standards of behaviour and attendance. • Determine, organise and implement a diverse, flexible curriculum and implement an effective assessment framework. • Take a strategic role in the development of new and emerging technologies to enhance and extend the learning experience of students. • Monitor, evaluate and review classroom practice and promote improvement strategies • Challenge underperformance at all levels, ensure effective corrective action and follow up.
<p>3) Developing self and working with others –The Headteacher will build a professional learning community which enables others to achieve. Through performance management and effective continuing professional development practice, the Headteacher will support all staff to achieve high standards. To equip themselves with the capacity to deal with the complexity of the role and the range of leadership skills and actions required of them, the Headteacher should be committed to their own continuing professional development.</p>	<ul style="list-style-type: none"> • Treat people fairly, equitably and with dignity and respect to create and maintain a positive school culture. • Build a collaborative learning culture within the school and actively engages other schools to build effective learning communities. • Develop and maintain effective strategies and procedures for staff induction, professional development and performance review. • Ensure effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities. • Acknowledge the responsibilities and celebrate the achievements of individuals and teams. • Develop and maintain a culture of high expectations for self and for others and take appropriate action when performance is unsatisfactory. • Regularly review own practice, set personal targets and take responsibility for own personal development. • Manage own workload and that of others to allow an appropriate work/life balance.

<p>4) Managing the Organisation – The Headteacher will provide effective organisation and management of the school and seek ways of improving organisational structures and functions based on rigorous self-evaluation. The Headteacher should ensure that the academy and the people and resources within it are structured and managed to provide an efficient, effective and safe learning environment. These management responsibilities imply the examination of the roles and responsibilities of those adults working in the academy to build capacity across the workforce and ensure resources are deployed to achieve value for money. The Headteacher should also seek to build a successful organisation through effective collaboration with others and seeking and responding to information, advice and guidance from relevant core services e.g. Finance, HR, IT, Governance, Community Relations, Estates etc.</p>	<ul style="list-style-type: none"> • Create an organisational structure which reflects the school's values, and enables the management systems, structures and processes to work effectively in line with legal requirements. • Produce and implement clear, evidence-based improvement plans and policies for the development of the school and its facilities. • Ensure that policies and practices take account of trust based, national and local circumstances, policies and initiatives. • Manage the school's financial and human resources effectively and efficiently to achieve the school's educational goals and priorities. • Recruit, retain and deploy staff appropriately and support them in managing their workload to achieve the vision and goals of the school. • Implement successful performance management processes for all staff. • Manage and organise the school environment efficiently and effectively to ensure that it meets the needs of the curriculum, health and safety regulations and other relevant legislation e.g. employment, financial. • Ensure that the range, quality and use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all students and provide value for money. • Use and integrate a range of technologies effectively and efficiently to manage the school.
<p>5) Securing Accountability – with values at the heart of their leadership and a commitment to the Trust core policies and procedures, the Headteacher will have a responsibility to the whole school community.</p> <p>In carrying out this responsibility, the Headteacher is accountable to a wide range of groups, particularly students, parents/carers and Academy governors. They are accountable for ensuring that students enjoy and benefit from high quality education, for promoting collective responsibility within the whole academy community and for contributing to the education service more widely. The Headteacher is legally and contractually accountable to the Trust for the school, its environment and all its work.</p>	<ul style="list-style-type: none"> • Fulfil commitments arising from contractual accountability to the Trust. • Develop a school ethos which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes. • Ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation. • Develop and present a coherent, understandable and accurate account of the school's performance to a range of audiences including the Academy • Reflect on personal contribution to school achievements and take account of feedback from others.

<p>6) Strengthening Community - The Headteacher will commit to engaging with the internal and external school community to secure equity and entitlement. The Headteacher must collaborate with other Trust academies if appropriate and other local schools in order to share expertise and bring positive benefits to their own and other schools. They should work collaboratively at both strategic and operational levels with parents and carers and across multiple agencies for the well-being of all children. The Headteacher shall share responsibility for leadership of the wider educational system and should be aware that school improvement and community development are interdependent.</p>	<ul style="list-style-type: none"> • Build a school culture and curriculum which takes account of the richness and diversity of the school's communities. • Create and promote positive strategies for challenging racial and other prejudice and dealing with racial harassment. • Ensure learning experiences for students are linked into and integrated with the wider community. • Ensure a range of community-based learning experiences. • Collaborate with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural well-being of students and their families. • Create and maintain an effective partnership with parents and carers to support and improve students' achievement and personal development. • Seek opportunities to invite carers, community figures, businesses or other organisations into the school to enhance and enrich the school and its value to the wider community. • Contribute to the development of the education system by, for example, sharing effective practice, working in partnership with other Trust academies, if appropriate and promoting innovative initiatives. • Co-operate and works with relevant agencies to protect children.
<p>7) Customer Care - To continually review, develop and improve systems, processes and services in support of the academy's pursuit of excellence in service delivery. To recognise the value of its people as a resource.</p>	
<p>8) Valuing Diversity - To provide a supportive open environment where all employees have the opportunity to reach their full potential. To ensure that all stakeholders are encouraged to share in and reflect these values in their work and actions.</p>	
<p>The above duties and responsibilities are not an exhaustive definition of all the tasks associated with the post.</p>	

PERSON SPECIFICATION

Criteria		Essential	Desirable
Application	Application form, CV and a well-structured letter of application indicating interests and strengths in the role.	*	
	Fully supported in references.	*	
Qualifications and Professional Development	Qualified Teacher Status.	*	
	Qualified to Degree Level	*	
	Evidence of further CPD.	*	
	A relevant post-graduate qualification in education or management.		*
Experience	Recent experience as a Principal/Headteacher or Deputy Headteacher of a 'Good' or 'Outstanding' secondary school.	*	
	Track record of providing inspiration, strategic thinking, planning and strong leadership and achieving successful outcomes for students, staff and governors.	*	
	Track record of delivering and sustaining progressive improvements in achievement through quality of teaching and learning.	*	
	Experience of implementing a successful school-wide behaviour strategy that has supported learning and achievement.	*	
	Evidence of implementing and sustaining an effective inclusion strategy that has benefited students.	*	
	Experience of successful and robust budget and staff management.	*	
	Experience of working in a multi-academy trust environment.		*
Knowledge and Understanding	Detailed knowledge of current curriculum and assessment issues.	*	
	Full knowledge of the current Ofsted framework.	*	
	Excellent knowledge and understanding of the use of data and key performance indicators in determining benchmarks to set school targets.	*	
	Up to date knowledge of innovation in educational legislation, research, policy and practise.	*	
	Knowledge and understanding of the role of the Governing Body and the Headteacher's accountabilities to this body.	*	
	Up to date knowledge of legislation and best practice in academy management and development.		*
	Knowledge of effective technologies to support teaching, learning and management.		*
Skills and abilities	Excellent communication skills, both verbal and written, with the ability to negotiate and consult tactfully and effectively; to achieve desirable outcomes.	*	
	Strong ability to present to a wide range of audiences.	*	
	Excellent ability to make well-judged decisions based upon accurate analysis and interpretation of appropriate data or information.	*	
	High level pro-active and creative thinking to anticipate issues, address problems and pursue opportunities.	*	
	Strong resilience and mental toughness to operate in a challenging environment.	*	

	Readiness to seek and respond to advice and guidance.	*	
	Excellent collaborative working skills to perform effectively as part of the wider team of the Trust.	*	
	Expert and robust people management and leadership skills; to lead by example.	*	
	Determination to promote equality of opportunity throughout all aspects of academy life.	*	
	Ability to set, expect and monitor excellent standards.	*	
	Strong ability and drive to achieve challenging personal and organisational goals.	*	
Other Attributes	Evidence of having undertaken recent and relevant continuous professional development and to demonstrate the impact of this in work practice.	*	

Assessment against the criteria outlined above will be through the Application Form, Letter of Application, Interview Process and References. In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding. Any relevant issues from references will be taken up at interview.

APPLICATION

Please return a completed application form including the names, addresses and relevant contact details of two referees together with your letter of application.

The letter of application should be no more than two sides of A4 and should set out the particular strengths that you would bring to the post and how you feel you meet the criteria outlined in the job description and person specification

Please ensure you also complete and return the required DCCR form. Completed applications must be received by the school by 12 noon on Friday 21st May 2021.

Mr Kelvin Simpson
Chief Executive Officer
Advance Learning Partnership
Whitworth Park Academy
Whitworth Lane, Spennymoor
County Durham, DL16 7LN

or by e-mail to e.luke@alplearning.org.uk

If you have not heard from us within 4 weeks, please assume that you have been unsuccessful on this occasion.