

## Job Description

**Role:** Headteacher - Witton Park Academy

**Reports To:** CEO of the Achievement Through Collaboration Trust

**Salary:** L33-L39 (commensurate with experience)

**Contract Term:** Permanent - Full Time

**Start Date:** April 2025 or as soon as possible

### Purpose of the Role

Witton Park Academy is seeking an exceptional and inspirational leader to take on the role of Headteacher. This is a unique opportunity to guide a successful school through its next phase of growth and development.

The successful candidate will **take the lead in ensuring rapid improvement in the school**, demonstrating a commitment to Witton Park Academy's values:

- **Children come first; they are at the heart of all that we do.**
- **Positive relationships underpin all our work.**
- **High expectations, no barriers – everybody can achieve.**

They will also embody the AtC Trust's core values of

- **Achievement:** ensuring all children have the knowledge, skills and character to shape future success for themselves and their world.
- **Belonging:** Valuing the identities, heritage and cultures of each of our children, adults and schools building a Trustwide culture of belonging where individuals and groups flourish and contribute to each other's successful future.
- **Collaboration:** Sharing good practice, supporting schools, providing opportunities for children, staff and our communities, fostering a culture of excellence and driving academic standards.

### Key Responsibilities

#### Strategic Leadership

- **Developing and implementing a clear and ambitious vision for the future of Witton Park Academy.** This vision should be formulated in collaboration with the school community, including staff, students, parents, and governors.

- **Translating this vision into a robust strategic plan and operational plans** that outline specific, measurable, achievable, relevant, and time-bound objectives.
- **Leading the school through a period of rapid improvement**, drawing on your expertise in school improvement and implementing successful strategies.
- **Effectively managing the school's budget and resources** to support the school's strategic goals and ensure financial sustainability.
- **Working collaboratively with the AtC Trust** to ensure alignment with the Trust's vision, values, and strategic direction.
- **Building strong and positive relationships with key stakeholders**, including students, staff, parents, governors, the local community, and external agencies.

### **Leading Teaching and Learning**

- **Fostering a culture of high expectations for all students**, promoting academic excellence and ensuring that every child has the opportunity to succeed.
- **Developing and implementing innovative teaching and learning strategies**, grounded in educational research and best practice.
- **Providing effective leadership for curriculum development**, ensuring that the curriculum is broad, balanced, and relevant to the needs of all students.
- **Implementing robust systems for assessment and tracking student progress**, using data to inform teaching and learning and drive school improvement.
- **Creating a safe, positive, and inclusive learning environment** where all students feel valued, respected, and supported to achieve their potential.

### **Developing Staff and Working in Partnership**

- **Recruiting, retaining, and developing high-quality staff**, providing opportunities for professional development and creating a culture of continuous improvement where staff feel valued, respected, and empowered to share their expertise.
- **Empowering staff to take ownership of their professional development** and contribute to the school's improvement journey.
- **Fostering a collaborative and supportive working environment**, Promote, encourage and support initiative and team working, both within the school and more widely with other schools across the Trust and with the wider sector
- **Working in partnership with parents and carers** to support student learning and well-being.
- **Building strong partnerships with external agencies** to provide comprehensive support for students and their families.

### **Safeguarding and Promoting the Welfare of Children**

- **Ensuring that the school's safeguarding policies and procedures are robust and effectively implemented.**
- **Creating a culture of vigilance and promoting a safe environment** where all students feel protected and supported.
- **Working closely with the designated safeguarding lead and other relevant agencies** to respond to any safeguarding concerns.

<b>Person specification</b>		
<b>Job title: Headteacher</b>	<b>L33-L39</b>	
<b>Requirements (based on the job description)</b>	<b>Essential (E) or Desirable (D)</b>	<b>To be identified by: application form (AF), interview (I) or reference (R)</b>
<b>Qualifications</b>		
Qualified Teacher Status	E	AF
A good honours degree in a relevant subject	E	AF
National Professional Qualification for Headship (NPQH) or equivalent postgraduate qualification, or a willingness to undertake NPQH upon appointment.	E	AF
<b>Experience</b>		
A track record of significant and successful Headteacher in secondary schools	D	AF/I/R
Successful leadership as Headteacher or Deputy Headteacher	E	AF/I/R
Evidence of a successfully leading school improvement, particularly in a context similar to Witton Park Academy.	E	AF/I/R
Experience in working with and leading teams and individuals to implement change across the school.	E	AF/I
Evidence of successful implementation of strategies to improve teaching and learning to raise the standards of achievement for all students	E	I/R
Experience of successful development planning	E	AF/I

Evidence of effective teaching, assessment and target setting	E	I/R
Ability to develop and implement strategies for school improvement, including data analysis, target setting and strategies for improving the quality of teaching and learning for students	E	AF/I/R
Ability to monitor performance management and manage effective professional development	E	AF/I
A strong understanding of current educational policy and legislation.	E	AF/I
A commitment to ongoing professional development and a willingness to embrace new ideas and approaches.	E	AF
Experience of preparing for and leading a school through a successful Ofsted inspection.	E	I/R
Experience of leading and teaching in more than one school	D	AF
Experience of working in a multi-academy trust.	D	AF/I/R
Experience of working in a school with a diverse student population.	D	AF/I
<b>Skills and Qualities</b>		
<b>Visionary and inspirational leadership</b> with the ability to motivate and empower others.	E	I
<b>Strategic thinking and planning</b> , with the ability to translate vision into action and deliver tangible results.	E	I/R
<b>Excellent communication and interpersonal skills</b> , enabling effective engagement with a diverse range of stakeholders.	E	AF/I/R

<b>A strong commitment to collaboration and partnership working</b> , valuing the contributions of all members of the school community.	E	AF/I
<b>A passion for education and a belief in the potential of every child.</b>	E	AF/I
<b>Resilience, determination, and a positive and optimistic outlook</b> , with the ability to remain calm and focused under pressure.	E	I/R
A good understanding of the local community and its needs.	D	I
Experience of working with external partners to secure improvements.	D	AF/I
A commitment to promoting equality, diversity, and inclusion.	D	AF/I
<b>Reviewed by:</b> J.Chambers	<b>Date:</b> November 2024	

### Alignment with Witton Park Academy and AtC Trust Values:

The successful candidate will be able to demonstrate a clear understanding of and commitment to the values of Witton Park Academy and the AtC Trust. They will be able to articulate how they will embed these values in their leadership and the daily life of the school.

- **Children come first; they are at the heart of all that we do.** This will be reflected in a student-centered approach to leadership, where the well-being and development of every child is prioritised.
- **Positive relationships underpin all our work.** The Headteacher will foster a culture of respect, trust, and collaboration, building strong relationships with all members of the school community.
- **High expectations, no barriers – everybody can achieve.** The Headteacher will champion a belief in the potential of every student, working to remove barriers to learning and create opportunities for all to succeed.
- **Achieve, Belong, Collaborate.** The Headteacher will embody these core AtC Trust values, driving a culture of continuous improvement, fostering a sense of community, and working in partnership with all stakeholders.

**This job description reflects the Headteacher Standards 2020.**

**These standards are built upon the Teaching Standards 2011 which apply to all teachers, including Headteachers.**

**If, as a result of their current salary, the successful candidate is eligible to be appointed at a point other than the minimum ISR point, then the Trust will pay one point higher than their existing salary up to a maximum of L39**

**The appointment is subject to the current conditions of employment of Headteachers contained in the School Teachers Pay and Conditions document and other current educational and employment legislation including that of the Department for Education, and the terms of the Achievement through Collaboration Academy Trust contract of employment.**

**In carrying out his/her duties, the Headteacher shall consult, where appropriate with the Chief Executive, the school's local governing body, the staff of the school and the parents of its pupils.**