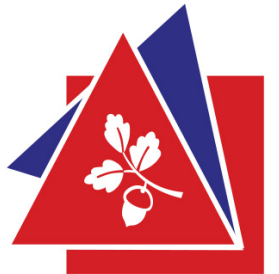




Senior Headteacher Candidate Pack



Welcome from our Chief Executive

Dear Candidate,

Thank you for showing an interest in joining our team at Djanogly Learning Trust. We have a simple shared mission here at Djanogly – to make a difference to the lives of our children and their families.

Children at our established academies are leaving well prepared for the next stage in their learning. End of key stage achievements are in line, above or rapidly catching up with national averages. Children make great progress in our academies, both in terms of academic achievement and in their development as future citizens. Our children are engaged and keen to learn, they are polite and supportive towards each other. Visitors to our academies always comment on the warm welcome and the calm atmosphere.

Where newer academies have joined our Djanogly family it's because they share our commitment to our children and communities as well as our drive to be the best we can be.

As professionals, we know that this doesn't happen by accident. We are committed to providing high quality support to all our staff, whatever their role. Our continuous professional development strategy is called 'Journey to Excellence' and through this, we ensure that everyone has opportunities that are unique to them.

A recent Ofsted at one of our primary schools states: "The journey to excellence ethos permeates all aspects of the school ... Staff are extremely positive about this approach and said that it helped them to improve".

This is a tremendous opportunity to make a difference and to be part of a dynamic and innovative staff team. We look forward to receiving your application and working with you on your own professional journey to excellence.

Best regards

Mark Mallender
CEO, Djanogly Learning Trust

About our Trust

Djanogly Learning Trust is a dynamic Multi Academy Trust based in the East Midlands. Our Trust group is committed to providing high quality education for all our children, regardless of their backgrounds. Our track record demonstrates our ability to deliver on our core purpose; achievement for every child. Our portfolio of schools serve a range of communities, all have their challenges but all are fully inclusive and firmly believe that where a child starts out in life should not determine what they can achieve in their lives.

Our values are central to the strong, positive ethos that we share throughout our family of schools. This approach focusses on securing success for all our learners and providing them with the very best life opportunities. We believe nothing is more important than making a difference for our children.

We are proud to bear the name of our founding sponsor Sir Harry Djanogly. Sir Harry is a great supporter of education and the arts, his textile business was based in the East Midlands and he remains committed to the region despite now living in the capital.

Our Vision and Ethos

We believe that every child has the right to an education that gives them the best opportunity to succeed and prosper. We know that this takes great people, hard work and attention to detail. This is a considerable responsibility and we take it very seriously. Everyone within our trust is fully committed to learning. Our ethos is to be innovative in order to improve, to develop resilience in order to face challenges, and to strive for excellence in everything we do.

Innovation

We believe it's vital to look for new and creative approaches in order to maintain our ongoing commitment to improving our teaching and learning provision. We strive tirelessly to achieve the best, are not afraid to take risks and are never complacent. All of our staff are actively encouraged to look for improved ways of working and to promote an atmosphere of trust.

Resilience

We believe it's crucial for both children and adults to develop a strong sense of self in order to succeed in challenging times. Our mission is to ensure that our children and staff have the independence to work things out for themselves, the confidence to ask for help when they need it and the courage to never give up.

Excellence

We believe that everyone deserves to experience excellence. Our organisation is ambitious and we endeavour to support all our children and staff to reach their full potential. We commit to delivering high quality professional support at all levels as part of our journey to excellence. By providing this excellence in teaching and learning, we ensure that all our children have the necessary knowledge and skills to succeed.

Achievement

Learning is at the very heart of everything we do. We believe that academic success provides the foundation that allows all children the opportunities to make the most of their lives and the opportunities available to them.

Exciting, engaging and inspiring lessons lie at the centre of our curriculum and we constantly strive to provide every child with the very best educational experiences.

Should a child require additional support, a range of services are available to ensure every child's success, whatever their individual educational needs.



About Djanogly Strelley Academy

Academy Ethos and Values

Djanogly Strelley Academy is a school that strives to allow all of our users; pupils, parents and staff to become the very best that they can be. It is a school where everyone is recognised, welcomed and respected. We are culturally diverse and believe that everyone has something that can enrich the lives of others. We know that everyone has their own talents, and believe that it is our role to develop them further through high quality teaching experiences and our exciting curriculum.

We are driven by our values:

Ambition – that everyone within our school holds the same ambition to be the very best that they can be, and the appreciation that this comes through dedication and hard work.

Kindness – that we treat each other with understanding and respect and provide a welcoming environment that embraces the contribution of everyone, and celebrates similarities and differences in our community.

Teamwork – that we communicate effectively, work collaboratively to ensure success for all and support one and other to be the best we can be.

Our motto is: **Together we Dream, Strive and Achieve.**
Together we are DSA.



Why Work for us?

The best way for us to know what it is like to work for the Trust is to seek staff opinion. This is very important to us and we use a variety of methods to gather feedback.

For example, we undertake an annual staff survey.

In November 2022, 97% of our staff said that they 'believe that we live our Trust values by 'putting children first' and see this in our actions'.

Our values are at the heart of everything we do and we are very proud that 90% feel they are part of a strong team and 89% said that they feel proud to work for the Trust.

As part of our Journey to Excellence and our commitment to active employee engagement we have an employee voice forum and a wellbeing committee. Both of these are attended by staff from across the Trust at all levels to feedback to the CEO and HR about areas for development.

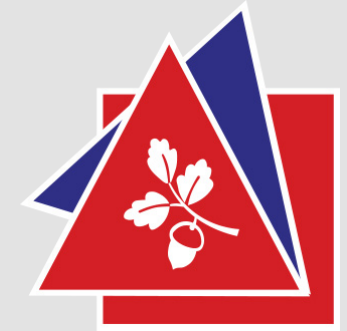
We hold an annual Trust Inset event which all staff attend, bringing together a platform to share best practice and network with colleagues within the Djanogly Family.

As part of our commitment to the communities we serve we hold community engagement events and a Djanogly Awards evening for our families and children leading the way in innovation, resilience and excellence.



Job Description

Senior Headteacher



Strelley Academy, part of Djanogly Learning Trust
Hours and weeks: Full Time Permanent (37 hours)



Djanogly Learning Trust Vision

We believe that every child has the right to an education that gives them the best opportunity to succeed and prosper. We know that this takes great people, hard work and attention to detail. This is a considerable responsibility and we take it very seriously. Everyone within our trust is fully committed to learning. Our ethos is to be innovative in order to improve, to develop resilience in order to face challenges, and to strive for excellence in everything we do.

Djanogly Values

Employees who demonstrate a commitment to our core values of Excellence, Resilience and Innovation will:

- Embody the belief that every child has the right to an excellent education and constantly strive to give every child the best opportunity to succeed and prosper through their contribution to the Trust.
- Recognise and demonstrate the importance of working hard, showing resilience and paying close attention to detail to ensure every child achieves their best.
- Strive for excellence by demonstrating a commitment to innovation, engaging in CPD and constantly striving to improve provision and outcomes for pupils.

Djanogly Behaviours

Employees will demonstrate their professionalism and promote a positive culture by:

- Behaving in a professional manner at all times.
- Developing professional working relationships with all colleagues and stakeholders, showing understanding and mutual respect in all aspects of their role.

- Taking personal responsibility by paying attention to the small things to intercept issues before they become a larger problem.
- Resolving any issues in a professional, calm manner, seeking support where necessary and always demonstrating kindness and respect for others.
- Starting and ending the day with the same emotional constancy with every interaction.

Job Purpose:

To be responsible for the overall achievement of the children and the efficient running of the academy, deploying resources effectively to improve outcomes.

To provide wider education support across the Trust, supporting Executive Headteachers in their role.

Job Responsibilities:

The Senior Headteacher will work under the guidance and direction of the Executive Headteacher.

Strategic Direction and Development of the School

The Senior Academy Headteacher will work with the support and direction of Trust Leaders and the Local Governing Body to develop a vision and strategic view for the Academy which will inspire and motivate pupils, staff, parents and wider members of the academy community.

It is the responsibility of the Senior Academy Headteacher to work to achieve the strategic objectives set and to ensure the vision for the academy is clearly articulated, shared, understood and implemented effectively by all.

Job Description *continued*

Main Duties:

- a) Work within the academy community to translate the vision into agreed objectives and improvement plans which target needs and improve outcomes
- b) Work with the support and direction of appropriate senior Trust Leaders and Local Governing Body to monitor and evaluate the performance of the academy
- c) Demonstrate vision, values and aspiration in everyday work and practice
- d) Motivate and work with others to create a positive climate for learning
- e) Ensure that strategic planning and the academy culture and curriculum take account of the diversity, values and experience of the academy and community at large
- f) To develop and expand leadership capacity to fit delegated roles
- g) Work with the Senior Trust Leaders, Local Governing Body and wider Trust to contribute to the formulation of policies and whole Trust strategies and improvement plans
- h) Contribute to strategic plans for all primary academies in the Trust, in partnership with the Senior Trust Leaders and other Academy Heads of School

Teaching and Learning:

The Senior Academy Headteacher has a central responsibility for raising the quality of teaching and learning. This involves high expectations, maintaining and evaluating outcomes and establishing a successful learning culture which all impact on pupils' achievement.

It is the responsibility of the Senior Academy Headteacher to lead and support all staff in order to ensure that locally agreed targets are met, that most teaching is judged good or better and that progress for all children is good with much that is outstanding. The Senior Academy Headteacher is accountable for achieving agreed targets for end of key stage results.

Main Duties:

- a) Ensure that learning is at the centre of strategic planning and resource management.
- b) Establish creative, responsive and effective approaches to teaching and learning.
- c) Ensure a culture and ethos of high aspiration, challenge and support where all pupils can achieve success and become engaged in their own learning.
- d) Demonstrate and articulate high expectations for pupils and staff and the wider community of the academy.
- e) Implement strategies which secure high standards of behaviour and attendance.
- f) Provide a broad, balanced and relevant curriculum that inspires, motivates and includes all pupils
- g) Ensure that Off-site visits support learning, are accessible to all and are carried out in a safe way.
- h) Monitor, evaluate and review classroom practice in order to identify areas for development, prioritise actions and secure continuous improvement



Job Description *continued*

- i) Challenge under-performance at all levels and ensure that action is taken decisively to secure improvement
- j) Actively promote the wellbeing and healthy development of all children
- k) Ensure that all records are up to date and that information is used effectively to prioritise and plan

Leading and Managing Staff:

Effective communication and relationships are key to effective leadership. The Senior Academy Headteacher will build a professional learning environment which (1) motivates and inspires staff (2) provides opportunities for everyone to achieve their full potential

It is the responsibility of the Senior Academy Headteacher to demonstrate good and outstanding leadership and to support leadership and management at all levels to ensure that actions impact positively leading to good or better pupil outcomes.

Main Duties:

- a) Work with the guidance of the Senior Trust Leaders and Local Governing Body to determine an effective staffing structure for the Academy.
- b) Deploy and manage all teaching and support staff appointed to the Academy, following Trust policy and procedure.
- c) Lead teams within the Academy with the guidance and direction of the Senior Trust Leaders.
- d) Work with the Senior Trust Leaders and Local Governing Body to recruit high quality staff to the Academy.
- e) Ensure suitable arrangements are made, in accordance with relevant regulations and policy, for the appraisal of the performance of teachers and other staff in the Academy.
- f) Ensure that all new staff have appropriate induction support.
- g) Lead and support the development of professional knowledge, skills and abilities, providing opportunities for all staff to be involved in high quality continued professional development.
- h) Mentor, coach, model and guide staff in delivering delegated leadership activities.
- i) Challenge under performance at all levels following agreed Trust policies and procedures as appropriate.
- j) Promote and develop good leadership and management practice, positive staff participation, effective communication and clear procedures.
- k) Treat everyone fairly, equitably and with respect in order to promote and embed a positive academy culture.
- l) Regularly review own practice and achievements, setting personal targets and take responsibility for own personal development. Take account of feedback from others.



Job Description *continued*

- m) Manage own workload and that of others to allow an appropriate work/life balance.
- n) Take responsibility for safeguarding and promoting the welfare of children, taking role of Designated Safeguarding Lead.

Leading and Managing Resources:

The Senior Academy Headteacher will work with the Trust's Central Services Support staff and Senior Trust Leaders to manage resources well in order to ensure the smooth running of the Academy.

It is the responsibility of the Senior Academy Headteacher to provide efficient and effective management of resources in order to secure best value and positive outcomes. They should allocate funds and manage the budget effectively to ensure that the academy makes best use of funding and does not go into deficit.

Main Duties:

- a) Work with guidance and direction of Senior Trust Leaders, the Trust's Head of Finance to determine and set an annual budget that makes best use of income and clearly links to academy priorities.
- b) Work with Senior Trust Leaders, the Trust's Head of Finance and Local Governing Body to monitor income and expenditure over the financial year.
- c) Follow Trust policy and procedures for financial expenditure, purchasing, determination of contracts/services and employee expenses/costs.
- d) Provide regular information to Senior Trust Leaders and Governors at all levels as requested and appropriate.
- e) Allocate Pupil Premium and Sports Premium funding appropriately and monitor impact in order to report to Senior Trust Leaders and Local Governing Body.
- f) Manage and organise the academy environment and facilities efficiently and effectively to ensure that the needs of the curriculum and health and safety regulations are met.
- g) Ensure that the range, quality and use of all available resources are monitored, evaluated and reviewed to improve the quality of education for all pupils and provide best value for money.
- h) Use and integrate a range of technologies effectively and efficiently to manage the academy.





Job Description COI

Accountability

The Senior Academy Headteacher accounts for the effectiveness of the Academy to the Senior Trust Leaders and the Local Governing Body.

It is the responsibility of the Senior Academy Headteacher to rigorously monitor and evaluate the performance of the academy and provide honest, informative reports to Senior Trust Leaders and governance at all levels.

Main Duties:

a) In relation to Local Governing Body:

- To advise and assist in the exercising of its functions.
- To attend Governor meetings
- To report to the Local Governing Body as required.

b) In relation to the Board of Trustees

- To report to the Board of Trustees as required.

c) In relation to the Executive Headteacher

- To report to the Executive Headteacher as required.
- To meet regularly in order to monitor and evaluate the performance of the academy.
- To work directly with the Executive Headteacher in determining the strategic direction of the academy and the wider deployment of resources.

d) In relation to the pupils, their families and the wider community

- To ensure that the needs of the pupils are at the heart of all decision making.
- To develop and maintain positive relationships which support learning.
- To promote a positive image of the Academy and the Trust as a whole.
- To provide regular communication and promote active engagement between home, academy and the wider community.
- To provide regular opportunities for dialogue between families and staff.

e) In relation to the Local Authority and partner agencies

- To share information as appropriate .
- To develop and maintain positive relationships which support learning.
- To administrate statutory testing and report data as required.
- To contribute to the development of the education system by, for example, sharing good practice, working in partnership with other establishments and promoting innovative initiatives.
- To co-operate and work with relevant agencies to protect children and promote their wellbeing.
- To liaise with partner agencies and professional bodies in the best interests of the pupils and in the meeting of statutory obligations.



Job Description *continued*

Djanogly Learning Trust General Requirements:

Policies and procedures:

You will comply with all policies and procedures at all times which include:

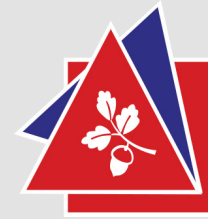
- ensuring the safeguarding of young people by adherence to the child protection and safeguarding policies.
- ensuring all equality, diversity and health and safety requirements are upheld in the performance of your duties.
- ensuring you comply with the Trust's Staff Behaviour policy, including outside of work where applicable.

Professional Development:

- You are required to undertake professional development as part of your job description. This includes contributing to regular 'check ins' and Journey to Excellence reviews with your J2E reviewer, proactively seeking professional development to improve your performance.

This job description is not a complete description of the role, as you are required to undertake any other reasonable duties as directed by the academy leader and the leadership team.





Person Specification

Senior Headteacher

Djanogly Strelley Academy, part of Djanogly Learning Trust

In order to be considered for interview all essential criteria must be met

REQUIREMENTS	Essential	Desirable	Shortlisting criteria
QUALIFICATIONS			
Degree Qualification	X		X
Qualified Teacher Status	X		X
Masters Degree		X	
National Professional Qualification for Headship		X	
EXPERIENCE			
Experience of primary headship with proven successful track record	X		X
Experience of managing the performance of individuals	X		X
Experience of monitoring and evaluating impact of actions	X		
Experience of working with children aged 3-11 years within an educational context appropriate to the role	X		X
Experience of working in partnership with other schools/professionals/agencies		X	
KNOWLEDGE AND UNDERSTANDING			
Knowledge and understanding of how pupils learn	X		
Comprehensive knowledge of the Primary National Curriculum	X		
Knowledge and experience of working with pupils who may present challenging behaviour	X		
Knowledge and understanding of devising and implementing whole school policies		X	
Knowledge and understanding of using data to identify strengths and areas for development	X		
Knowledge and understanding of government initiatives and policy direction for primary schools		X	
Knowledge and understanding of employment legislation and practice		X	

Person Specification *continued*



REQUIREMENTS	Essential	Desirable	Shortlisting criteria
SKILLS AND ABILITIES			
Able to lead improvement and change in order to improve outcomes for all	X		
Good personal organisation in planning and delivering change	X		
Able to plan and prioritise own workload and that of others	X		
Good oral and written communication skills	X		
Able to develop positive, trusting, supportive and appropriate relationships with pupils, parents and stakeholders	X		
Able to identify improvement priorities and lead appropriate development plans	X		
Able to inspire, motivate and develop all stakeholders to promote achievement	X		
Able to lead and work in a team and in collaborative partnerships	X		
Able to lead and manage premises and facilities	X		
Able to lead and manage budgets	X		
Able to identify, discuss and report safeguarding issues including child protection with the relevant representatives	X		
Ability to use ICT programmes for teaching and learning and for data management and record keeping		X	
Able to manage budgets		X	
Able to identify, discuss and report safeguarding issues including child protection with the relevant representatives	X		
Ability to use IT programmes for teaching and learning and for data management and record keeping		X	
QUALITIES			
A positive and flexible approach, open to challenges	X		
Passionate about children's education	X		
Driven and determined	X		
Empathy for pupils from a wide variety of social, religious and cultural backgrounds	X		
Sensitivity, flexibility and a sense of humour	X		
PERSONAL QUALITIES			
Belief in the values and behaviours of DLT	X		
Evidence of continuing professional development	X		
Commitment to equal opportunities and diversity in the performance of duties	X		



How to apply:

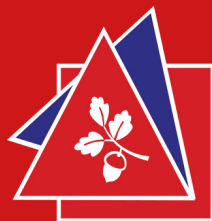
If you wish to discover more about this exciting opportunity, would like to have an informal discussion or arrange a visit to the school, please contact our retained consultant at **Academicis: Ross Laird: rlaird@academicis.co.uk – 01223 907979/07901 585959.**

Please email your application to: **Ross Laird at Academicis: rlaird@academicis.co.uk**

Closing date: **Thursday 14th September 2023**

Interview dates: **Thursday 21st and Friday 22nd September 2023**

Salary range: **L23-28 (£76,122-£86,039)**



Part of Djanogly Learning

Strelley Academy
Helston Drive
Strelley
Nottingham
NG8 6JZ

Djanogly Learning Trust
Sherwood Rise
Nottingham Road
Nottingham
NG7 7AR

