



Lincolnshire Gateway  
Academies Trust



Huntcliff School  
Striving for Excellence



# Principal Candidate Pack

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# Letter of Introduction

Dear Applicant,

Post of Principal at Huntcliff School/Kirton Academy.

Thank you for expressing an interest in the post of Principal at our Academy. Huntcliff School has recently faced many challenges with a "Serious weaknesses" judgement by Ofsted in April 2022 and a disappointing monitoring visit in May 2023. As a result, Lincolnshire Gateway has been asked by the trustees of Huntcliff and the DfE to support the school. From September 2023, the Trust has been providing leadership and school improvement through an Interim Executive Principal and numerous other senior leaders to quickly raise standards and the school is making great strides and improving rapidly both in standards of behaviour and the quality of teaching. The trustees of Huntcliff and Lincolnshire Gateway have passed resolutions to bring the school into Lincolnshire Gateway Academies Trust as soon as possible. The Regional Director for the DfE has also approved the application. It is our intention that the school will become part of the Trust on 1 April 2024 and will be renamed Kirton Academy to reflect its position in the local community. Our vision is for the new Academy to become the first choice for students in Kirton in Lindsey and its surrounding villages. Therefore, Lincolnshire Gateway and the trustees of Huntcliff are seeking a new Principal to lead a rebranded and resurgent Academy.

Lincolnshire Gateway has a strong track record of improving schools in difficulty. The Trust was formed in 2012 based around Waltham Toll Bar Academy, a high performing large secondary school that had already sponsored a failing school, Cleethorpes Academy, in 2010. The Trust has grown slowly since 2012 adding Reynolds Academy in 2013, Somercotes Academy in 2015, Theddlethorpe Academy in 2016, Pilgrim Academy in April 2017 and Louth Academy in September 2017. The Trust therefore has 4 secondaries, one with a sixth form and 3 primaries with approximately 5000 students in total. The schools we've recently embraced have all made significant progress from initially weak positions and are all now rated by Ofsted as Good.

Huntcliff is currently a relatively small school (NOR  $\approx$  441), although we expect this to grow once the reputation of the new Academy improves. The school has a capacity of 830. It is located in a small market town close to the border with Lincolnshire with good access to the motorway network.

Strong support from the Trust will ensure that the successful candidate will be able to focus on the core task of raising standards. The school buildings are in a good state of repair with new roofing and a new heating system. The Trust is committed to further enhancing the learning environments to match the standards in our other academies. Our ethos is one of an uncompromising drive to achieve the highest standards of outcomes and behaviour in a secure environment which encourages every student to experience an exciting and creative climate for learning. We place a strong emphasis upon the pastoral care of our students and our new Principal will share the determination to offer the very best to our students so that they can thrive personally and academically. The successful candidate will have experience of successful school leadership at a senior level, and will likely be a serving headteacher or highly accomplished senior leader. This person will be a dynamic and inspirational leader, possessing the intellect, experience and vision to continue the school's journey of recovery.

Importantly, we are looking for the right candidate to maintain and further develop our ethos of support, ambition, aspiration and inspiration for both our staff and children. Collaboration is key to our development and the successful candidate would enjoy a very close partnership, working alongside the Executive Principal, Director of School Improvement, Principals and other senior leaders within our Trust. If you think you are the person we are looking for, we warmly encourage you to apply and we look forward to hearing from you. If you would like to arrange a tour or an informal discussion with Mr Phil Dickinson, our Interim Executive Principal please contact our recruitment partner at Academicis, Tracy Laverack on 07554 118997 or email [tlaverack@academicis.co.uk](mailto:tlaverack@academicis.co.uk)



## Job Description

**Post:** Principal of Huntcliff Academy

**Scale:** L20 – L26

**Accountable to:** Chief Executive and the Chair of the Board of Trustees

### **Purpose of the post:**

To provide dynamic and inspirational leadership to Huntcliff Academy with a focus on securing its continued success and further building upon its reputation within the local community and beyond.

### **The Principal will:**

1. Provide highly effective leadership to the staff and students of the Academy, serving as an exemplary role model to students and an ambassador for the Trust within the wider community
2. Take responsibility for the Academy's ethos and strategic direction, working in consultation with the governing board, Lincolnshire Gateway Academies Trust and other relevant stakeholders
3. Promote a culture of aspiration, innovation and respect, founded upon the Trust's vision and values
4. Ensure that the Academy provides a safe environment in which all young people can thrive, and in which there is an active safeguarding culture
5. Identify areas for school improvement, develop strategies to address these weaknesses, and monitor progress to ensure effective implementation of these improvement strategies
6. Oversee the policies, procedures and systems that enable the effective operation of the Academy
7. Ensure financial resources are allocated appropriately and efficiently for the benefit of the Academy
8. Ensure that the Academy is compliant at all times with its statutory duties and responsibilities.



## Job Description

### School Culture:

1. Strengthen and sustain the Academy's ethos and strategic direction in partnership with those responsible for governance and through consultation with the school community
2. Create a culture where students experience a positive and enriching school life
3. Foster a culture of aspiration and excellence amongst all stakeholders
4. Uphold ambitious educational standards which prepare students from all backgrounds for their next phase of education and life
5. Promote positive and respectful relationships across the school community and a safe, orderly and inclusive environment
6. Ensure a culture of high staff professionalism, where creativity and innovation are championed

### Teaching:

1. Ensure high-quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how students learn
2. Ensure teaching is underpinned by high levels of subject expertise and approaches which respect the distinct nature of subject disciplines or specialist domains
3. Ensure effective use is made of assessment in order to maximise progress and attainment of all learners

### Curriculum and Assessment:

1. Ensure a broad, structured and coherent curriculum entitlement which sets out the knowledge, skills and values
2. Establish effective curricular leadership, developing subject leaders with high levels of relevant expertise
3. Ensure that all students are taught to read through the provision of evidence-informed approaches to reading
4. Ensure valid, reliable and proportionate approaches are used when assessing students' knowledge and understanding of the curriculum



## Job Description

### Behaviour:

1. Promote high expectations of behaviour for all students, built upon relationships, rules and routines, which are understood clearly by all staff and students
2. Ensure high standards of student behaviour and courteous conduct in accordance with the Academy's behaviour policy
3. Implement consistent, fair and respectful approaches to managing behaviour
4. Ensure that adults within the school model and teach the behaviour of a good citizen

### Additional and Special Educational Needs and Disabilities:

1. Ensure the Academy holds ambitious expectations for all students with additional and special educational needs and disabilities
2. Ensure the culture and practices of the Academy enable all students to access the curriculum and learn effectively
3. Ensure the school works effectively in partnership with parents, carers and professionals, to identify the additional needs and special educational needs and disabilities of students, providing support and adaptation where appropriate
4. Ensure the Academy fulfils its statutory duties with regard to the SEND code of practice

### Professional Development:

1. Adopt a pro-active approach to identifying professional development needs across the Academy
2. Ensure staff have access to high-quality, sustained professional development opportunities, aligned to balance the priorities of whole-school improvement, team and individual needs



## Job Description

### Professional Development *Continued*:

3. Prioritise the professional development of staff, ensuring effective planning, delivery and evaluation which is consistent with the approaches laid out in the standard for teachers' professional development
4. Ensure that professional development opportunities draw on expert provision from beyond the Academy, as well as within it, including nationally recognised career and professional frameworks and programmes to build capacity and support succession planning

### Organisational Management:

1. Ensure the protection and safety of students and staff through effective approaches to safeguarding, as part of the duty of care
2. Prioritise and allocate financial resources appropriately, ensuring efficiency, effectiveness and probity in the use of public funds
3. Ensure staff are deployed and managed well with due attention paid to workload
4. Establish and oversee systems, processes and policies to enable the Academy to operate effectively and efficiently
5. Ensure rigorous approaches to identifying, managing and mitigating risk

### Continuous School Improvement:

1. Make use of effective and proportional processes of evaluation to identify and analyse complex or persistent problems and barriers which limit school effectiveness, and identify priority areas for improvement
2. Develop appropriate evidence-informed strategies for improvement as part of well-targeted plans which are realistic, timely, appropriately sequenced and suited to the Academy's context
3. Ensure careful and effective implementation of improvement strategies, which lead to sustained school improvement over time



## Job Description

### Working in Partnership:

1. Work in accordance with the ethos and values of Lincolnshire Gateway Academies Trust, collaborating effectively with colleagues from across the Trust
2. Forge constructive relationships beyond the Academy, working in partnership with parents, carers and the local community
3. Demonstrate commitment to working successfully with other schools and organisations in a climate of mutual challenge and support
4. Establish and maintain working relationships with fellow professionals and colleagues across other public services to improve educational outcomes for all students

### Governance and Accountability:

1. Understand and welcome the role of effective governance, upholding your obligation to give account and accept responsibility
2. Establish and sustain professional working relationship with those responsible for governance
3. Ensure that staff know and understand their professional responsibilities and are held to account
4. Ensure the school effectively and efficiently operates within the required regulatory framework and meets all statutory duties

**Notes:** This job description may be amended at any time in consultation with the postholder. There may be a requirement to perform any other reasonable duty as directed by the Chief Executive.



# Person Specification

Education and Training	Essential	Desirable
Right to work in the UK.	■	
Degree Educated.	■	
Qualified Teacher Status.	■	
Relevant, up to date and recent continuing professional development.	■	
National Professional Qualification(s).		■
Experience		
Significant relevant and successful experience across the secondary age range.	■	
Effective management and leadership of whole academy initiatives.	■	
Evidence of achieving the highest standards of attainment and progress.	■	
Experience of initiating, shaping and leading change, through the successful implementation of strategies to improve aspects of educational provision.	■	
Evidence of promoting collaborative working across a network of schools, such as a MAT setting, developing strong partnerships with colleagues and furthering the organisation's development.		■
Effective management of change.	■	
Effective line management of Academy staff.	■	
Confidence of taking full responsibility for an emerging situation.	■	
Experience of working effectively with Governors.		■
Experience of working effectively in other school settings / phases.		■
Experience of working successfully across a range of key stages within the academy.	■	
Chairing and leading formal meetings.		■
Line managing senior leaders.		■
Knowledge, Aptitudes and Abilities		
Excellent knowledge of National Curriculum and on-going educational developments.	■	
Ability to drive forward the agenda of high standards across the academy.	■	
Overcoming barriers to learning for pupils.	■	
Knowledge and understanding of current curriculum developments and their implications, including awareness of all statutory requirements.	■	
Excellent strategies for discipline.	■	
Ability to promote positive behaviour for learning and ensure that effective programmes for student behaviour, guidance, support and welfare are in place.	■	



# Person Specification

Knowledge, Aptitudes and Abilities Continued	Essential	Desirable
An outstanding classroom practitioner with awareness of effective teaching methods and how to drive improvements in teaching and learning.	■	
Ability to think and act strategically.	■	
Ensure all operational matters and day to day issues are dealt with efficiently.	■	
Excellent literacy skills.	■	
Ability to work on the production and analysis of statistical evidence to discern trends and monitor standards pertinent to specific responsibilities.	■	
Ability to work flexibly and adapt to the changing needs of the academy.	■	
Evidence of outstanding curriculum implementation.	■	
A strong commitment to raising standards of attainment with a knowledge of appropriate strategies.	■	
Flexible in approach and willing to learn and develop new skills.	■	
Ability to lead by example and be an exemplary, professional role model for all staff.	■	
Detailed understanding of staff wellbeing priorities and how to translate this to on the ground practice.	■	
A commitment to equal opportunities throughout the academy.	■	
Sound knowledge of all academy policies, including HR and staffing policies.	■	
Beliefs, Attitudes and Personal Qualities		
The ambition, drive and determination to develop the Academy .	■	
Exceptional leadership skills, including the capacity to motivate, inspire and develop effective teams across the Academy.	■	
An unwavering commitment to upholding the highest standards of professionalism, and the dedication, resilience and adaptivity to navigate the challenges of the role.	■	
The intellect, energy and imagination to create a climate of innovation that is at the forefront of educational practice.	■	
The ability to remain calm and methodical under pressure, prioritising effectively and consistently making informed decisions.	■	
Commitment to promoting pedagogical awareness and the use of evidence-based research to raise educational standards.	■	
An excellent communicator, capable of inspiring and engaging all stakeholder groups including students, parents/carers, staff, governors and the wider community.	■	
The capacity to be critically reflective and evaluative in order to accurately identify strengths and priorities for development.	■	
Highly competent presentation, public speaking and written communication skills.	■	
Commitment to providing a safe and positive environment for all learners, in which safeguarding is prioritised at all levels.	■	
The desire to embrace, uphold and promote the core purpose, commitment and values of Lincolnshire Gateway Academies Trust.	■	



## The Local Area

Living in North Lincolnshire and its environs provides the opportunity to enjoy an unrivalled quality of life, with its proximity to the coast and the beautiful countryside of the Lincolnshire Wolds. Benefiting from some of the lowest house prices in the country, residents can choose from an abundance of picturesque villages, thriving market towns or vibrant coastal communities.

The flourishing cities of Lincoln, Hull, Sheffield and York are easily accessible, and offer a multitude of recreational and cultural attractions. For travel further afield, Humberside International Airport is situated locally. There is good links to M180/M18/ M62 and close to Humber Bridge as well as half hour from Lincoln and not far from Doncaster.

North East Lincolnshire and the Humber Bank area also have an array of successful employment sectors, from manufacturing to pharmaceuticals, and the area is also at the heart of the renewable energy revolution.





# Application Process

Please read carefully all of the information about this post included within this application pack.

To arrange a visit to the Academy or an informal discussion with our Interim Principal please contact our recruitment partner, Tracy Laverack at Academicis on 07554 118997 or [tlaverack@academicis.co.uk](mailto:tlaverack@academicis.co.uk)

Complete the Lincolnshire Gateway Academies Trust application form, accessible via TES or on our website [\*\*Lincolnshire Gateway Academies Trust - Application Forms\*\*](#)

Please also complete a covering letter, addressed to the Chair of the Board of Trustees, to cover the following points

- Why you are interested in this role and your vision for the Academy
- The personal qualities and experience that you will bring to the role
- The contribution you can make to the continued success of the Trust

Please email your application form and covering letter to [tlaverack@academicis.co.uk](mailto:tlaverack@academicis.co.uk) by the 21st November



## Key Dates

**Applications Close**

Tuesday 21st November

**Shortlisting for the post**

Thursday 23rd November

**Interview Dates**

Monday 4th and 5th December

All shortlisted candidates will take part in a variety of selection tasks on Day 1, followed by further shortlisting. Remaining candidates will give a presentation and interview on Day 2.

If you require any specific arrangements to be in place for your interview, please notify us of this in advance so that appropriate arrangements can be made.