



The Birley Academy
A L.E.A.D. Academy

Headteacher (Secondary) Candidate Pack

Location: Sheffield

Start Date: April 2024
(or as soon as possible thereafter)

Salary: L29-L35

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Welcome letter from our CEO



The Birley Academy

A L.E.A.D. Academy



Dear Candidate,

Thank you for your interest in joining L.E.A.D. Academy Trust as Headteacher of The Birley Academy in Sheffield.

We are determined as a Trust to bring about change and improvement to educational standards in Sheffield and in the East Midlands.

In recognition of our work so far, the Department for Education is supporting our Trust to expand its provision to other academies in this part of England and possibly beyond.

Leadership, therefore, is critical to our ambitions to be the one of the leading Trusts nationally, with leadership not only at Trust level, but also within our constituent academies.

So, what sort of leader are you?

Are you someone who is as ambitious as we are? Are you someone who wants to make a mark as a great Headteacher? Are you someone with the grit and determination to show that children and young people in Sheffield can do as well as anywhere in the UK? If you are, then you are the sort of person we want!

The Trust is looking for an aspirational secondary leader who is able to demonstrate outstanding teaching and learning along with being able to deliver effective school improvement with widespread impact.

You will be a highly present and visible leader around the academy and within the local community building effective relationships with colleagues, students, parents and carers. Your approach will set high standards for the rest of the senior leadership team and beyond.

L.E.A.D. Academy Trust prides itself on the support and advice we give to all our Headteachers. That is why the welfare of our academy leaders is as important to us as any policy or strategy. Remember, our Trust Executives are people who have already “been there and done it”, so they know what it’s like on the front line!

This will be a great job for you if you’re someone who wants to make a tangible difference to the lives of children and young people. After all, they have just one chance of receiving the education they deserve.

We look forward to receiving your application through our retained consultant, Vonya Campey, who can be contacted at vcampey@academicis.co.uk or 07340 010983.

Diana Owen CBE
CEO L.E.A.D. Academy Trust



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Values and Ethos

Our vision and our promise are the cornerstone of what we do at Birley. At Birley we know each other as individuals and we value each other. We challenge each other and ourselves to always strive for more. We protect and support each other, we inspire and guide each other, we empathise and are compassionate with each other, all of this we do routinely.

We expect our students to make the most of every opportunity – academia, sports, arts and develop a curiosity about the world and their place in it. As a school community, we acknowledge, celebrate and reward success, effort, compassion and understanding.



Our Vision

Lead

That means we:

- Make things happen
- Take opportunities
- Create improvement
- Are role models for others

Empower

That means we:

- Teach
- Develop and challenge ourselves
- Support the development and challenge of others
- Work together
- Care for each other

Achieve

That means we:

- Learn
- Are successful
- Set goals and reach them
- Leave a positive impression

Drive

That means we:

- Show resilience
- Show resourcefulness



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Welcome from our Director of Schools



Dear Candidate,

We are delighted that you are interested in the role of headteacher at The Birley Academy. The school is a large, mixed 11-16 academy that serves the community of South Sheffield. It is an inclusive academy which also provides a specialist resource provision for speech, language and communication needs.

You will lead a hard-working and welcoming team of colleagues who want the very best for their pupils both academically and pastorally. Our values and ethos centre around the trust principles of lead, empower, achieve and drive. As an academy, we strive to thread each one of these principles through all aspects of our work.

We have no doubt that you will have read our most recent Ofsted report. Since then, the academy has made great strides in the development of the curriculum, pedagogy, approaches to reading, special educational needs and/or disabilities as well as with pupil behaviour. In addition to this, pupil outcomes in 2023 improved considerably from 2022. We are now looking for an outstanding practitioner and inspirational leader to continue to build on this success and deliver meaningful impact. The improvements are being delivered at pace. Therefore you will be required to embrace rapid change, engage with the support provided and seek out wider development opportunities beyond the academy itself.

You will work closely with and report directly to the Director of Schools (Secondary) to further develop the academy on all fronts. You must be committed to building on the existing internal and external networks as well as being prepared to work collaboratively with colleagues from L.E.A.D. Academy Trust. As one team, we are confident that we can secure excellence across all areas of the school on behalf of the pupils we serve.

After all, they have just one chance of receiving the education they deserve.

Alyson Middlemass
Director of Schools (Secondary)

Job Description



The Birley Academy
A L.E.A.D. Academy

Job Title: **Headteacher** • Pay Scale: **L29-L35** • Location: **Sheffield** • Line Manager: **Director of Schools**

Job Purpose

- To provide inspirational, creative and professional leadership and management for the academy.
- To ensure the students are at the heart of every decision and action within the academy.
- To establish high quality, effective systems and policies in all areas of the academy's work.
- To establish high quality education and outcomes through effective leadership of teaching and learning.
- To establish a culture that promotes excellence, equality and high expectations of all students.
- To ensure that strategic planning is informed by rigorous self-evaluation and that it continuously improves learning and pastoral outcomes.
- To establish and develop genuine partnerships to support the work of the academy and Trust.
- To ensure that the academy provides a safe and happy environment that promotes the welfare of children.
- To ensure there is an ethos of safeguarding and that all safeguarding and child protection policies are adhered to by a staff team that is confident to keep students safe.

Duties and Responsibilities

Strategic Direction and Development of the Academy

- Provide inspiring, creative and purposeful leadership for the staff and students.
- To work in partnership with the Trust, the governing body, staff and parents, generating the ethos and values which will underpin the academy.
- To co-create and implement an Academy Improvement Plan which will secure continuous improvement and support the principles of L.E.A.D. Academy Trust.
- To keep up to date with current research into education, particularly teaching and learning and to contribute this academy improvement planning.
- To monitor and evaluate the performance of the academy and respond and report to the governing body and the Trust as required.
- To ensure that management, finances, resources and administration of the academy supports its vision and aims and maximises value for all students.
- To ensure that policies and practices take account of national, local and academy requirements and apply sound educational practice through evidence based pedagogy.
- To regularly monitor, evaluate and review the impact of policies, priorities and targets and take rapid action to improve if necessary.
- To inspire all those involved in the academy to commit to its aims, to stay motivated to achieve them and to be involved in meeting long, medium, and short-term objectives to secure the educational success of the academy.
- Develop an outward facing academy to collaborate with other academies in the Trust, parents, the wider community and partners to champion best practice and enhance the education and safeguarding of students.



Job Description continued



Teaching and Learning

- Continue to maintain an environment that promotes and secures outstanding teaching, effective learning and high standards of achievement, behaviour and attendance.
- Determine, organise, implement and monitor the curriculum and its assessment and ensure that statutory requirements are met.
- Ensure that students develop study skills in order to learn more effectively and with increasing independence.
- Determine, organise and implement a policy for the personal, social and moral development of students.
- Monitor and evaluate the quality of teaching and learning and achievement of all students through appropriate methods.
- Determine and implement policies which ensure inclusion, diversity and equality of access for all students.

Leading and Managing Staff

- Plan, allocate, support and evaluate work undertaken by groups, teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities.
- Implement and sustain effective systems for the management of staff performance, incorporating performance management and target setting in line with the academy's improvement plan.
- Promote and monitor the continuing professional development of all staff to support career progression and the academies succession planning.
- Hold staff to account for their professional conduct and practice, both contractually and where relevant as specified in the Terms and Conditions of Service of teachers.
- Ensure that a Deputy Headteacher or suitable person, assumes responsibility for the discharge of the Headteacher's function at any time when absent.

Efficient and Effective Deployment of Staff and Resources

- Work with governors and senior colleagues to recruit, retain, deploy and develop staff of the highest quality.
- Make arrangements for the security and effective supervision of the academy buildings, their contents and the grounds.
- Set appropriate priorities for expenditure, allocation of funds and effective administration and control in line with the Trust's agreed financial arrangements.
- Manage and organise the accommodation efficiently and effectively to ensure it meets the needs of the curriculum, health and safety regulations and community use.
- Manage, monitor and review the range, quality and use of all available resources in order to improve the quality of education, improve students achievements, ensure efficiency and secure value for money.
- Promote harmonious working relationships among the staff team. Lead and manage the staff with a proper regard for their well-being and legitimate expectations, including the expectation of a healthy balance between work and other commitments.

Job Description continued

Accountability

- Continue to develop an academy in which all the staff recognise that they are accountable for the success of the academy. Ensuring the celebration of success as well as addressing areas of weakness.
- Present a coherent and accurate account of the academy's performance in a form appropriate to an audience, including governors, the Trust, parents, OFSTED and others to enable them to play their part effectively.
- Ensure that parents/carers and students are well informed about the curriculum, attainment and progress and about the contribution they can make in supporting their child's learning.
- Provide information, objective advice and support to the Governing Body to enable it to meet its responsibilities for securing effective teaching and learning and improved standards of achievement, and together with efficiency and value for money.

Influencing and Managing Relationships

- Senior Leadership Team within the Academy
- Central Trust Senior Leadership Team
- Director of Schools
- All teaching and support staff
- Parents and Carers
- Other third party organisations as required

Other Academy Specific Responsibilities

As job descriptions cannot be exhaustive, the post-holder may be required to undertake other duties which are broadly in line with above key responsibilities.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment and individually take responsibility for doing so.

This job description is current at the date shown, but in consultation with you may be changed to reflect or anticipated changes in the job, commensurate with the grade and job title. This includes changes to National Teacher Standards and requirements of the professional role.

At L.E.A.D. we have a strong vision and four core principles, to lead, empower, achieve and drive, which you will be expected to demonstrate in your working practices.



Person Specification



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This job description lists the competencies expected of an experienced/fully trained post-holder.

The two right hand columns provide guidance for the appointment of new staff. (E = Essential criteria, D = Desirable criteria)

		E	D
Qualifications and Attainments	<ul style="list-style-type: none"> • Qualified Teacher Status • Experience of senior academy leadership within the secondary phase • Has undertaken recent and relevant further professional development • Higher qualification in education and/or NPQH 	E E E	D
Skills and Knowledge	<ul style="list-style-type: none"> • Ability to formulate a clear strategic vision for academy improvement and translate this into strategic objectives, longer term plans and specific outcomes • Knowledge of systems for academies self-evaluation, effective monitoring and inspection • Sound knowledge and understanding of wider educational agenda including national policies and educational issues as well as statutory and legal the framework governing the operation of an academy • Demonstrates an understanding of the statutory, financial and budgetary processes required in the management of an academy, including Best Value measures • Able to monitor performance to ensure high standards and the development of professional practice among academy staff • Promotes a strong culture of collaborative working where every member of staff is valued as an essential member of the team and can fulfil their potential • Knowledge of statutory requirements for SEND provision • Knowledge of current legal requirements, including health and safety, national policies and guidance on the safeguarding and promotion of the wellbeing of children • Understand the role of the academy in the community and actively seek to develop a greater collaboration with members of the community • Effectively communicate both written and orally to a range of audiences including parents, governors and outside agencies 	E E E E E E E E E	
Experience	<ul style="list-style-type: none"> • Substantial experience with a record of excellent teaching • Significant experience of Academy Leadership • Proven track record of raising educational standards • Leadership experience at more than one academy • Evidence of setting ambitious goals and targets; using data and benchmarks to monitor and judge progress • Successful experience of positive behaviour management and development of a student focused inclusive and effective learning environment • Experience of successfully leading change and inspiring others • Track record of working in collaboration with other academies to realise improvement and raise standards • Experience of developing and maintaining effective relationships with the local and the wider community, including parents to enhance learning and educational achievements 	E E E E E E E E	D
Personal Attributes	<ul style="list-style-type: none"> • Approachable, enthusiastic and creative • Lead by example, demonstrating integrity, resilience and clarity • Passionate about education • Ability to work under pressure, think creatively and to anticipate and solve problems • Commitment to the encouragement, empowerment and training of all staff • Deal sensitively with people and resolve conflicts • Demonstrate flexibility and an ability to adapt to changing circumstances and new ideas 	E E E E E E E	
Additional Requirements	<ul style="list-style-type: none"> • This role is subject to an enhanced DBS • May be required to travel to other Trust locations or third party services as part of the role • Hold a driving licence and have access to own vehicle 	E E	D



How to apply:

If you wish to discover more about this exciting opportunity, need any further information or would like to have an informal discussion, please contact Vonya Campey at Academicis: vcampey@academicis.co.uk or 01223 907974 / 07340 010983. Please email your application to: vcampey@academicis.co.uk

Closing date: Tuesday 16th January 2024 • Shortlisting date: Wednesday 17th January 2024

Interviews: Tuesday 23rd and Thursday 25th January 2024

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L.E.A.D. Academy Trust
Lead • Empower • Achieve • Drive