



HEAD OF SCHOOL CANDIDATE PACK

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WELCOME FROM THE CEO

I am proud to be the CEO of Synergy Multi-Academy Trust and I took up the post on September 1st 2023. We are a Trust of 15 schools including 4 High Schools, 2 with sixth-forms, 10 primary schools and one all-through school. The Trust is committed to the pursuit of excellence, with young people at the heart of everything we do and personal well-being prioritised at every stage.

I am passionate about providing children with inspiring and safe places to learn, where they feel respected and where they are able to thrive and lead healthy lives. We are responsible for tomorrow's employees, employers, parents and future leaders and so, at Synergy, we take very seriously the impact that we can have upon a local area building a community which supports today's events and challenges the future. We focus on improving the quality of education, specifically developing knowledge rich curricula and developing teaching pedagogy.

The Head of School role at Reepham High School and College High School is a fantastic opportunity for the right candidate. We're looking for a strong leader, with a proven track record of improving outcomes for young people. You may be a very experienced Deputy or Head of School looking for your next challenge. You will be ably supported by a Deputy CEO Secondary who will offer support and guidance, alongside myself. As a team-player, you will develop positive links with our other three secondary schools

and lead a team of supportive senior and middle leaders. Our students are amazing; passionate about learning whilst being very proud to attend Reepham High School & College.

We are committed to workforce reform and work in partnership with the Julian Teaching School Hub in Norwich. We offer a wide variety of nationally accredited professional qualifications and senior coaching courses to ensure that your practice and skills stay up to date. As a Multi-Academy Trust we offer our schools great central support in terms of Human Resources, School Improvement Support and Accounts Management. We are also members of the Confederation of School Trusts and all our Heads of School have access to 'The Key' as a useful management tool.

We appreciate how long it takes to complete a strong application and we look forward to hearing from you. I do hope that you decide to apply.



Lou Lee



WELCOME FROM THE CHAIR OF TRUSTEES

Dear Prospective Applicant,

We're looking forward to appointing a great leader to be the Head of School at Reepham High School & College.

We believe in excellent teaching and our teachers benefit from supported career pathways and structured knowledge and skills sharing between schools. We are also proud to champion new teachers through our Initial Teacher Training and Early Career Teacher programmes.

Our Trust board is both knowledgeable and supportive, and we have a good mix of academic, educational, legal and financial Directors who understand Governance and work closely with both Trust Leaders, Senior Leadership Teams and Local Governing Boards to ensure that we provide a good level of scrutiny, challenge and support.

We know that rural schools are an important part of the education eco-system and that they play a central role in their local communities. Rural schools are special places and our Trust is excited to nurture and enable thriving and vibrant education opportunities to all our young people. Young people deserve an excellent education and we believe in the success of every child. We look forward to receiving your application.



Kind Regards,



Dr Natasha Hutchenson



WELCOME FROM THE CHAIR OF GOVERNORS

Thank you for considering Reepham High School and College as your next institution.

Reepham High School and College is a comprehensive school serving the small market town of Reepham and eight feeder primary schools across several villages and hamlets in North Norfolk. It is also the destination of choice of a significant number of pupils from out of catchment who make a positive choice to come. The school has grown from its original 300 pupils to over 1000, attesting to the quality of our provision.

Our Sixth Form is extremely well regarded. It has blossomed into an academic Sixth Form, with students consistently gaining places at Oxbridge and on Medical and Veterinary courses. Ironically, it now attracts students from a wide area and there is competition to gain a place. Our A-level progress data is a B- which is in line with national performance and above average result for Norfolk state funded schools.

The Local Governing Board has active members, engaging in monitoring and supporting the School's endeavours. Their range of expertise and diversity brings a good level of scrutiny and challenge to the School through the Head of School. They currently endorse the work on behaviour and learning, and realise that results are not instant but must be achieved in a timely manner, if we are to enable pupils to succeed to their potential. They are "critical friends".

I hope you are excited by the possibility of making your mark on the next chapter of life at High School and College by becoming its future Head of School.



Best wishes,

Deborah Boldero

Deborah Boldero

ABOUT OUR SCHOOL

Reepham High School & College is a school that prides itself on valuing and helping every individual succeed to their potential. It is a well ordered, traditional, kind and happy school with academic rigour and good manners. We expect nothing but the best from our pupils, but promise them an enjoyable, broad and exciting educational experience that will fully prepare them for adulthood.

Purpose, Vision & Values

Our purpose is to deliver excellence in teaching, achievement and personal development to help our students pursue happy, fulfilling futures.

Comprehensive excellence is achieved through our culture, which is:

Inclusive and supportive - we provide specialist support and opportunities, nurturing all of our young people, enabling them to acquire the skills, qualifications and attitude to thrive.

Challenging, ambitious and inspiring - we broaden horizons, inspire curiosity, fuel ambition and have high expectations for achievement. Our curriculum encourages and enables consistent improvement.

Respectful, caring and showing appreciation of others— we nurture a happy, friendly environment, where staff work hard to get to know students, bringing out the best in them. Mutual respect and appreciation is expected throughout the school and the wider community. Students and staff alike are highly valued, creating excellent relationships and behaviour

Welcome from the Deputy CEO Designate

Thank you for your interest in this role at what is a really exciting time for the school and Synergy Multi Academy Trust. As the Deputy CEO - Secondary, I am very much looking forward to welcoming you to Reepham High School and College and working with the successful applicant. This opportunity has come at a critical time for our Trust with a newly formed team of four Heads of School who will work collaboratively to improve the opportunities and outcomes for all of our students. The successful applicant will be someone who is committed to and passionate about providing an exciting curriculum that supports young people to become confident, ambitious, caring and successful young adults.



Best wishes,

A handwritten signature in black ink, appearing to read 'Alastair Ogle'.

Alastair Ogle



ABOUT OUR TRUST

Synergy Multi-Academy Trust comprises fifteen Norfolk schools serving children between the ages of 2 and 18. Our schools work collaboratively together to raise standards and provide education of the highest possible standard, offering the best of opportunities for pupils.

The Trust was initially established in 2015. We believe that all of our schools have strengths and areas to develop, and that all can improve through sharing expertise and wisdom. The Trust understands that there will be excellent practice in each school, and that every school will be able to contribute to the development of the Trust as a whole.

Member schools of the Synergy Trust are:

- Antingham and Southrepps Primary School & Nursery
- Astley Primary School
- Bawdeswell Primary School
- Corpusty Primary School
- Cromer Junior School
- Fakenham Infant and Nursery School
- Fakenham Junior School
- Foulsham Primary School
- Gresham Village Primary School & Nursery
- Litcham School
- Mattishall Primary School
- Reepham Primary School
- Reepham High School and College
- Sheringham High School
- Stalham High School

All schools work together to:

- Improve the quality of teaching and learning.
- Collectively recognise and nurture the talents and aspirations of their staff.
- Allow school leaders and teachers to share effective practice and work together rather than just talk together.
- Be part of a formal support network with collective responsibility.
- Improve efficiency through collaboration.

JOB DESCRIPTION

Role:	Head of School Reepham High School and College
Salary Scale:	L22-L26
Responsible to:	Deputy CEO Secondary
Role Type:	Full Time Permanent
Location:	Reepham High School and College, Whitwell Rd, Reepham, Norwich NR10 4JT

The Head of School, line managed by the Deputy CEO (Secondary) will be responsible for providing the day-to-day leadership and management of Reepham High School & Sixth-Form College, in-line with the vision of the Trust. The post will have responsibility for the day-to-day leadership of the site and all operational matters. This role will be a pivotal one within the school & Trust and so as well as providing operational leadership, the postholder will model strategic leadership behaviours in support of the Deputy CEO.

Key Responsibilities & Accountability

Support the Deputy CEO and Governing Body, in ensuring the vision of academy and Trust is clearly articulated, shared, understood and acted upon effectively by all stakeholders. Develop a positive Academy learning environment by modelling the Trusts' leadership expectations for all stakeholders and ensuring that the environment is conducive to learning. With the Deputy CEO and CEO, undertake self-evaluation and school improvement planning alongside the trust-wide strategy to improve priority areas in the school. Have responsibility for the implementation of the achievement & standards policy in all areas of the school, driving a consistent 'can-do' approach which includes positive learning behaviours in and outside of the classroom. Have oversight of all rewards and sanctions. Ensure the day-to-day management structures, systems and processes work effectively in line with key priorities.

Leadership and management of the school

Line Manage senior and middle leaders, as agreed, supporting the development of a culture of excellence across the school, with a focus on outcomes. Support and challenge staff, to support them in being effective in their roles. This includes ensuring that the appraisal and line management process is followed. The Head of School will be required to safeguard and promote the welfare pupils and follow school and trust policies, Ensure all school and annual reporting systems are of high quality and meet statutory frameworks including recommending on PEX and suspensions to The Deputy CEO (Secondary).



JOB DESCRIPTION

Quality of Education

Work with leaders and staff to promote high quality teaching across all subjects; taking responsibility for the Quality of Education; Identify any areas of weakness in curricula, teaching and implement, monitor and review interventions to improve these areas as well as the quality of education across the school. Oversee the school's assessment system so that it provides teachers with useful information about pupils and is aligned with that of the Trust.

Monitor the outcomes of pupils and draw out any patterns of underperformance in key groups of pupils, such as disadvantaged pupils or pupils with special educational needs. Ensure that standards of behaviour are high to foster an environment in which learning can thrive.

Communication

To be the first point of contact for staff and parents, where appropriate. Dealing with any parental complaints. Promote and model good relationships with parents/carers, which are based on partnership to support and improve pupils' well-being and achievement. Work with the Deputy CEO in communicating with the LGB to keep them informed of the performance of the school, giving them what they need to provide support and challenge. Help to promote the vision of the Trust modelling it at every opportunity and ensuring that this is reflected in others. Attend and lead relevant LGB meetings, reporting as required. Contribute to any reports required for the CEO or board as necessary. Take responsibility for all parental events and communications.

Managing resources

Lead on the financial management processes of the school, consulting the Deputy CEO (Secondary) as and when necessary. Ensure value for money in any delegated financial responsibilities for purchasing and procurement. Ensure the safety and well-being of pupils and staff is highly effective through rigorous and on-going risk assessments and by establishing a high benchmark for all aspects of health and safety. Oversee staffing of the site including staff cover and allocation of resources. Ensure the efficient and effective use of school resources on a day-to-day basis. Oversee cost centre spending as agreed – for operational matters. Oversee PP / SEND spend and associated impact.

Other areas of responsibility

Any other responsibilities deemed reasonable and required by the Deputy CEO (Secondary) and CEO. The postholder may be required to do other duties appropriate to the level of the role, as directed by the Deputy CEO (Secondary)

KEY ACCOUNTABILITIES	ATTRIBUTES AND PERSON SPECIFICATION
Education and Training	<ul style="list-style-type: none"> • Qualified teacher status • Degree with suitable QTS • Evidence of sustained and relevant professional development • Successful completion of course such as NPQH and NPQSL
Experience	<ul style="list-style-type: none"> • Recent responsibility of being a Vice Principal with proven success in a significant aspect of school improvement OR as a Head of School and or Headteacher • Experience of successfully leading large teams of staff • Good first-hand experience of school improvement planning • Current knowledge and experience of effective assessment practice and pupil tracking systems • Experience of successfully working with colleagues to improve teaching and learning • Experience of effectively supporting children with significant barriers to learning to achieve within the context of a mainstream classroom. • Experience of teaching in more than one Key Stage (Desirable)
Knowledge and Skills	<ul style="list-style-type: none"> • A proven track record as an excellent classroom practitioner with evidence of sustained good pupil progress • Experience of implementing strategies to raise standards in response to data analysis • Demonstrate a passion for teaching and learning • In-depth knowledge of curriculum development and pedagogy at all Key stages • Sound grasp of assessment, recording and reporting • Ability to maintain high standards of behaviour, attendance and conduct whilst ensuring an ethos of challenge and support for children and parents in order to achieve success • A sound understanding of recent developments in education practice, assessment, appraisal and OFSTED inspections • An up-to-date knowledge of child protection procedures and full commitment to safeguarding pupils
Personal Qualities	<ul style="list-style-type: none"> • Confident and effective when communicating at all levels and facilitating discussions with individuals and groups with patience and diplomacy • A strong team player who will contribute to the wider development of the School • Adaptable to changing circumstances and new ideas • Adaptable, approachable and enjoys being highly visible to staff, children and parents • Self-motivated with a high level of organisational skills and the ability to prioritise workload effectively • Inquisitive and able to think creatively, solve problems and make decisions based on sound judgement • Passionate about delivering high quality education to children and their families • Values diversity and the unique place and contribution every individual makes to the learning community • Demonstrates professionalism, loyalty and integrity with humour and humility

ACADEMICIS

HOW TO APPLY

If you would like to discover more about this exciting opportunity, need any further information or you wish to have an informal discussion, please contact our retained consultant at Academicis: Rebecca Beach:
rbeach@academicis.co.uk or 01223 907979 / 07733 628155

To apply please use the link below

www.mynewterm.com

Closing date: Tuesday 16th April 2024

Shortlisting date: Thursday 18th April 2024

Interviews: W/C Monday 22nd April 2024