



Candidate Information Pack

Deputy Headteacher



L.E.A.D. Academy Trust



Rainbow Forge Primary Academy
A L.E.A.D. Academy



CANDIDATE INFORMATION PACK

Deputy Headteacher

Welcome from the CEO	02
L.E.A.D. Academy School Map	03
Our Academies	04
L.E.A.D. Teaching School Hub	04
A message from the Director of Schools	05
About Rainbow Forge Primary Academy	05
Benefits of being part of the Trust	07
How to apply	09
Job description and person specification	10-16



Welcome from the CEO

L.E.A.D. Academy Trust comprises primary and secondary academies across the East Midlands. Our mission is to be a pioneering, confident, high-performing Trust with national and international influence.

We are determined to bring about change and improvement to education standards in the East Midlands by appointing visionary leaders who believe in the Trust's vision and values and are committed to making a tangible difference to the lives of children and young people.

As a Trust, we pride ourselves on the support and advice we give to all our leadership staff, enabling them to be exceptional leaders and teachers who can inspire both pupils and staff.

This role represents an exciting opportunity to be part of something special; developing and supporting our Trust in improving educational outcomes while retaining the school's individual identity and specific needs of their children, young people and community.

If you are ambitious, determined, energetic and passionate about education and want to join us on our mission, then we look forward to receiving your application.

Diana Owen CBE

Chief Executive Officer





L.E.A.D. Academy Trust comprises of:

24
primary

..... and

3
secondary
academies

..... across

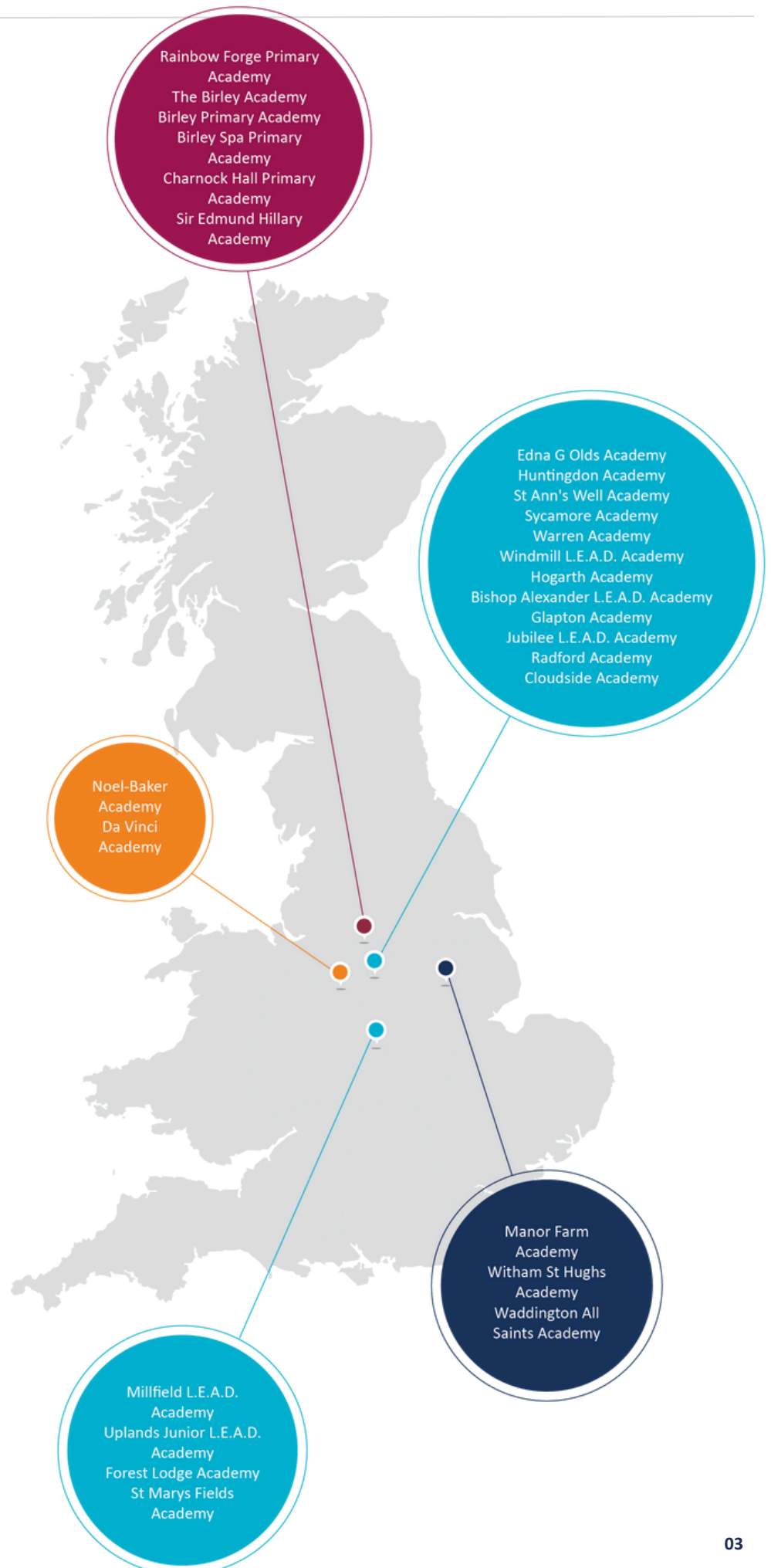
5
geographical
regions

..... with

11,000
pupils

..... and

1,500
members
of staff





Our Academies

Within our Trust, all academies strive to achieve:

- The highest standards of behaviour and conduct.
- Outstanding teaching and learning.
- A fully inclusive approach in which all children are equally important.
- A climate of mutual respect between the children, staff and community.
- Positive relationships.
- High aspirations for all involved with the school – a ‘can-do’ attitude.
- A wide range of enrichment opportunities for all to get involved in.
- A celebration of all the cultures and faiths represented in the school.
- An organisation in which there are no excuses for underachievement.

"School leaders, the Trust and governing body are united in giving pupils the best experience in school."

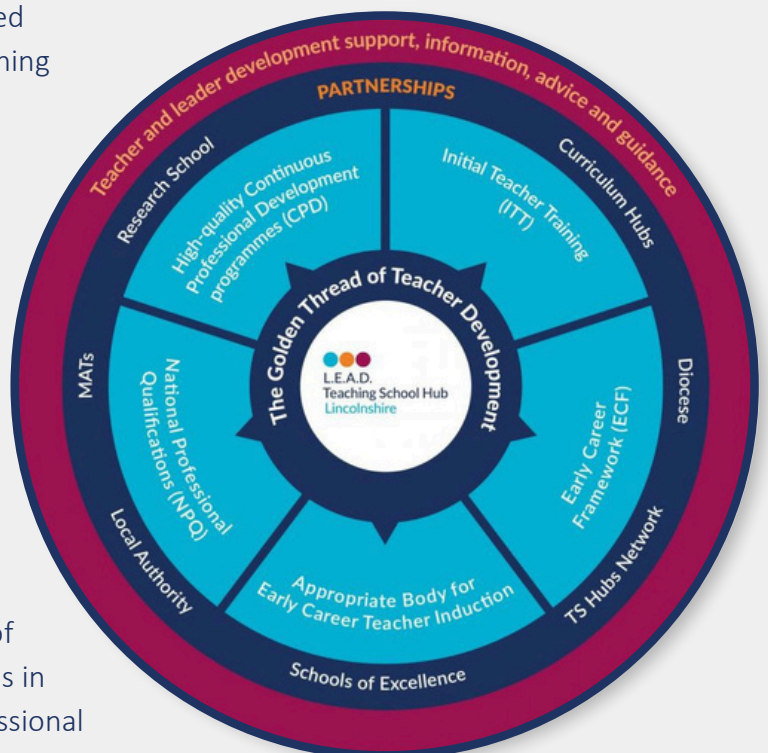
Ofsted Report, 2023

L.E.A.D. Teaching School Hub

'Working together to lead the highest outcomes for all.'

L.E.A.D. Teaching School Hub Lincolnshire was launched in 2021 as one of the 87 organisations to be awarded Teaching School Hub status by the DfE. The Teaching School Hub is designated to work with schools across Lincolnshire and throughout our Trust. It supports every school type and phase, including nursery, primary, secondary, special and alternative provisions.

The role of the Hub and the Trust is to promote the importance of high-quality continuing professional development, from Initial Teacher Training through to executive leadership, supporting teachers throughout their career in a sequential and cohesive way. During 2021/2022 the TSH delivered 167 days of CPD to 2,163 participants, supporting 233 schools in total. The ability to access this high-quality professional support is therefore a significant opportunity associated with joining our Trust.





A message from the Director of Schools

This is an exciting time for Rainbow Forge Academy and a fantastic opportunity for a new Deputy Headteacher to take things forward following the rating of GOOD by OFSTED in December.

Rainbow is an amazing place to work, grow and thrive – the pupils are all eager and motivated about learning and the staff are fully committed and positive about providing the very best for their pupils. Everyone has the highest expectations for themselves and others and, whilst so many wonderful things are in place already, we are all thrilled about the prospect of a new Deputy Headteacher to drive things forward to even greater excellence.

If you are that person, we would love to work with you in the next stage of Rainbow's exciting journey of development!

Karole Sargent, Director of Schools

Our school

Rainbow Forge Primary Academy is a larger than average sized primary school with approximately 360 children on role. We offer a nurturing, caring learning environment for children aged 2-11 years.

Our Nursery provision is divided into three separate rooms based on age and stage of development with each having its own specifically designed outdoor learning area. On leaving nursery children enter the reception class which also has its own specially designed outdoor learning area and dining room.

We offer a before and after school club for all children aged 2 - 11 years in two separate spaces for the younger and older children.

We are fortunate to have extensive outside areas where children can safely learn and play. Other facilities include a gym, art studio, library equipped with computers, laptops and i-pads, a separate dining hall and an assembly hall with a stage equipped with a sound and lighting rig.



Artsmark
Silver Award
Awarded by Arts
Council England

Creativity is an important part of life at Rainbow and we are proud to have been awarded the Silver Artsmark in recognition of our work.



Developing staff, developing leaders

Learning and success is at the heart of our culture, so we invest in the development of our staff as learners and developing leaders. There is a rich programme of CPD which include leadership opportunities, NPQs, in house training, National College courses and working with the L.E.A.D. Teaching School Hub.

As Deputy Headteacher, within the Trust, you also have access to high quality professional development and a wealth of support from the Trust Director of Schools for Lincoln and amongst the Lincoln Hub headteachers.

The academy is fortunate to have a strong and supportive governing body, who share our commitment to further strengthen teaching and learning and ensure that all children reach their full potential.

Applications are invited from those with appropriate leadership experience and we would encourage you to visit the school to meet our children and staff.

Our vision

At Rainbow Forge Primary Academy our aim is to provide our children with the best knowledge available to ensure that they are ready for the next stage of their education.

We ensure our children learn about the world around them and develop values and skills to become active and engaged citizens through our well planned exciting curriculum.



We also offer wider opportunities such as Job Shop; a system that enables all the children in Years 1 - 6 to have a job for which they are paid in 'Rainbow Pounds'. They are then given opportunities to buy treats such as breakfast with the headteacher, movie afternoon, craft afternoons and extra playtime.



Benefits of being part of L.E.A.D. Academy Trust for Teaching staff

We recognise that successful people place value on a range of benefits associated with their careers, including receiving professional recognition, commensurate financial reward, job satisfaction, opportunity to innovate and a balanced approach to work and personal time. We place value on these aspects too.

Employee benefits from day 1

1. National teacher pay and conditions, including generous TPS scheme with minimum 23% employer contribution rate.
2. Superb CPD opportunities via various established routes including dedicated Teaching School Hub.
3. Access to Trust EAP service: 24/7 free advice on range of issues and wellbeing counselling.
4. Free eyecare vouchers and flu jabs.
5. Access to free Occupational Health Service, including physiotherapy service.
6. Access to free staff discounts and cashback for a huge range of products.

Ofsted feedback

"Leaders and staff are highly ambitious for all pupils. They take their responsibility to the pupils and the community very seriously. This is seen in their careful work to develop a knowledge-rich curriculum that promotes character development and raises aspiration."

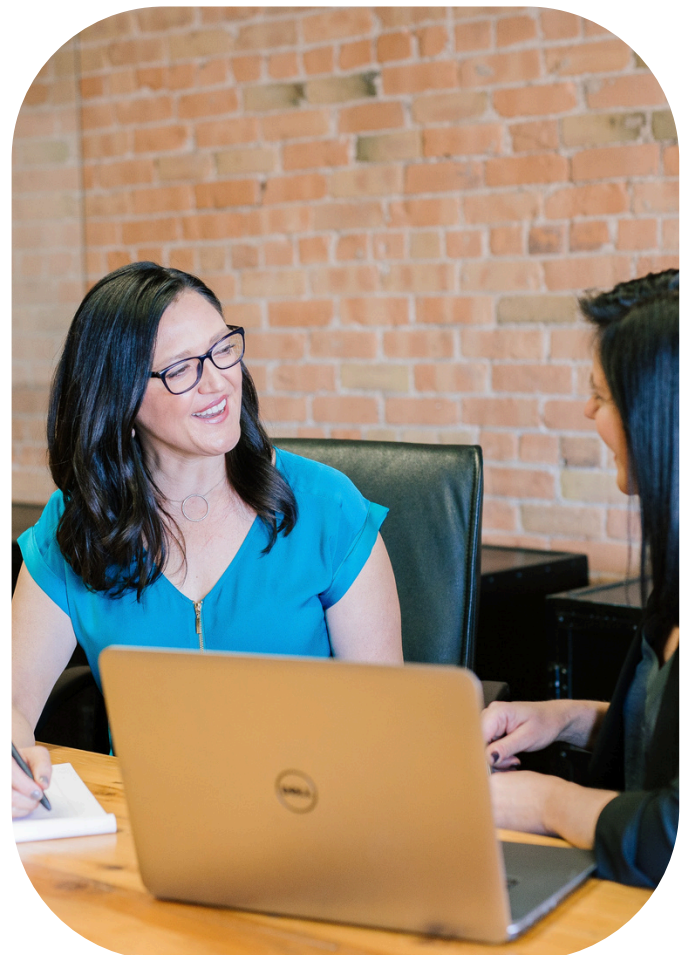
Radford Academy Ofsted Report, Jan 2023

"Staff feel that leaders are considerate of their well-being. They talk about leaders being approachable."

Bishop Alexander Academy, March 2023

"Staff value the training that they have had and the time to develop subject leadership roles. Teachers at the early stage of their career feel well supported and valued as members of staff."

Forest Lodge Academy, June 2022



“The school has high expectations of pupils. Pupils enjoy their learning and the curriculum enables them to learn in depth. Pupils behave well in lessons and at social times.”

Ofsted report, Dec 2023





How to Apply

Please send a completed application form and covering letter explaining your interest in the role and how you meet the person specification to: HR@leadacademytrust.co.uk

Closing date
Wednesday 15 May 2024
at 12 noon

Expected interview dates
Monday 20th and Tuesday 21st May

Applications will be reviewed upon receipt, therefore shortlisted candidates may be contacted in advance of the closing date.

L.E.A.D. Academy Trust is committed to safeguarding and promoting the welfare of children and young people and we can expect all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check.

For an informal, confidential discussion about this opportunity, or to book a visit and meet the children and staff, please email Karole Sargent, Director of Schools at KaroleSargent@leadacademytrust.co.uk or call 07458 024 598.

For more information please visit our website: www.rainbowforgeacademy.co.uk/





Job Description

Key responsibilities and accountabilities

Deputy Headteacher

Salary: L8-L14

Responsible to: Headteacher

Job purpose

We are specifically looking for candidates who:

- have an exceptional knowledge and understanding of what constitutes an outstanding quality of education and curriculum development
- recognise the importance of good attendance
- have a proven track record of securing outstanding pupil outcomes and experience of innovative curriculum design
- will actively contribute to the continued development of our dedicated and professional staff team
- will demonstrate strong career aspirations with an appetite for working in an exciting learning environment
- have proven experience across KS1 and KS2
- have an in-depth knowledge of the Ofsted framework.

This post offers an exciting opportunity for you to:

- develop yourself as a professional and a leader
- work with fantastic children who have a huge thirst for learning and a sense of fun
- influence the on-going development of the academy
- join an extremely professional and highly skilled staff team who collectively harbour the same ambitions
- embrace the culture and ethos of L.E.A.D. Academy Trust and access high quality networking opportunities.



Main responsibilities

Strategic direction and development of the school

- In partnership with the Headteacher, provide inspiring, creative and purposeful leadership for the staff and pupils/students.
- To work in partnership with the Trust, the governing body, Headteacher, staff and parents, generating the ethos and values which will underpin the academy.
- To co-create and implement a Development Plan which will secure continuous academy improvement and support the principles of LEAD 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 selected areas of the academy and respond and report to the Headteacher and the governing body as required.
- To support the Headteacher in ensuring that the management, finances, resources and administration of the academy supports its vision and aims and maximises value for all pupils/students.
- To lead on developing selected policies and practices and ensure that they 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 selected policies, priorities and targets and take action if necessary.
- To inspire all those involved in the academy to commit to its aims, stay motivated to achieve them and involved in meeting long, medium and short term objectives to secure the educational success of the academy.

Teaching and learning

- In partnership with the Headteacher, 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 selected areas of the curriculum and its assessment and ensure that statutory requirements are met.
- Meticulously plan and teach engaging and challenging lessons to exemplify high standards of teaching and learning
- Ensure that pupils/students develop study skills in order to learn more effectively and with increasing independence.
- Support the Headteacher in determining, organising and implementing a policy for the personal, social and moral development of pupils/students.
- Monitor and evaluate the quality of teaching and learning and achievement of all pupils/students through appropriate methods.
- Support the Headteacher in determining, implementing and monitoring policies which ensure inclusion, diversity and equality of access.



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.
- Support the Headteacher to implement and sustain effective systems for the management of staff performance, incorporating performance management and target setting.
- Promote and monitor the continuing professional development of staff.
- Hold selected 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.
- Efficient and effective deployment of staff and resources
- Support the Headteacher to recruit, retain, deploy and develop staff of the highest quality.
- Monitor appropriate expenditure, allocation of funds/resources and effective administration for
- selected areas of responsibility in order to improve the quality of education, pupils' achievements and ensure efficiency and secure value for money.

Accountability

- In partnership with the Headteacher, continue to develop an organisation in which all staff recognise that they are accountable for the success of the academy.
- Present a coherent and accurate account of the school's performance in selected areas in a form appropriate to the range of audiences, including the Headteacher, governors, parents, OFSTED and others to enable them to play their part effectively.
- Ensure that parents/carers and pupils/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 for achieving efficiency and value for money.



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. Academy Trust 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

The role specification listed below outlines the competencies, knowledge, and behaviour of candidates who'd be suitable for this role. The two right-hand columns provide guidance as to whether these items are essential (E) or desirable (D) criteria.

Section	Item Description	E	D
Qualifications and Attainments	Qualified Teacher Status	E	
	Experience of senior school leadership within the primary phase	E	
	Evidence of continued, relevant professional development related to whole school leadership	E	
	NPQSL/NPQML or equivalent		D
Skills and Knowledge	In depth knowledge of statutory education frameworks	E	
	Evidence of substantial, recent and successful senior leadership experience	E	
	Evidence of the ability to hold staff to account in the pursuit of improving standards	E	
	Experience of the appraisal process	E	
	Effective strategies for promoting student welfare	E	
	Confident use of ICT communication skills	E	
	Knowledge and understanding of data analysis and the ability to use data to set targets for improvement	E	



Continued...

Section	Item Description	E	D
Skills and Knowledge (cont.)	Experience in whole school self-evaluation	E	
	Up to date knowledge & understanding of the current national education agenda	E	
	The effective use of support structures and resources to aid student progress	E	
	Knowledge of child protection and safeguarding legislation	E	
	Strategies for ensuring inclusive practice across all areas of the curriculum	E	
Experience	Significant experience with a record of excellent teaching	E	
	Recent experience of working successfully as a senior leader in a school	E	
	Proven track record of raising achievement	E	
	Evidence of impact beyond own area of responsibility	E	
	Experience of teaching in both key stage one and key stage two	D	
	Experience of leading initiatives within the school	E	
	Demonstration of high expectations including leading by example as a teacher	E	
	Evidence of contributing to effective staff training, both on an individual and whole school level	E	
	Experience of leadership of SEND		D

**Continued...**

Section	Item Description	E	D
Personal Attributes	Approachable, enthusiastic and creative	E	
	Leads by example, demonstrating integrity, resilience and clarity	E	
	Passionate about education	E	
	Ability to work under pressure, think creatively and to anticipate and solve problems	E	
	Commitment to the encouragement, empowerment and training of all staff	E	
	Deal sensitively with people and resolve conflicts	E	
	Demonstrate flexibility and an ability to adapt to changing circumstances and new ideas	E	
Additional Requirements	This role is subject to an enhanced DBS	E	
	May be required to travel to other Trust locations or third party services as part of the role	E	
	Hold a driving licence and have access to own vehicle		D



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

L.E.A.D. Academy Trust
5a The Ropewalk
Nottingham
NG1 5DU



Email:
hr@leadacademytrust.co.uk



Telephone:
0115 822 5440