



Education
Partnership
Trust

High Expectations • Commitment • Ambition

Candidate Information Pack

Headteacher

Atherton High School





The EPT is a high performing Multi Academy Trust that delivers the very best educational experience for our pupils within an ethos of collaboration and excellence.

We share your expectation that pupils are at the centre of all decision making. We do not believe in a 'one size fits all' model, recognising that each school is at different stages in their cycle of improvement and each school has their own strengths and areas for development.

Our highly qualified and approachable central team are dedicated to securing the long term success of our schools enabling school leaders to focus on the core business of teaching and learning.

The reduction of workload and the wellbeing of our colleagues are key priorities with Wellbeing Champions in each school and a designated trust lead.

Our Vision

Creating outstanding schools which transform learning, lives and communities

Our Values

High Expectations

of ourselves, our pupils and our school community

Commitment

we are dedicated to raising standards and improving opportunities

Ambition

we constantly strive to improve by setting ourselves challenging goal

A message from the CEO

Thank you for expressing an interest in the position of Headteacher at Atherton High School.

We are seeking to appoint an exceptional Headteacher to lead the school following the internal progression of the current post holder within our Trust. This is an exciting time to join Atherton High School and you will be pivotal in building on the high standards that have been achieved so far, creating an environment that promotes academic and wider personal achievement. As Headteacher, you will be an integral part of this vibrant school and local community. You will work with the Trust, governors and staff to provide an exceptional learning experience whilst upholding the values and ethos of the school. The Education Partnership Trust (EPT) is a high performing multi academy trust and our track record of raising standards demonstrates the impact our school leaders have on delivering transformative change.

This is an excellent opportunity for an experienced current Headteacher who is looking for their next challenge or an aspirational Deputy Headteacher seeking a first Headship role as you will be professionally supported by EPT to develop and craft your skills to become an outstanding Headteacher. The successful individual will be highly motivated and passionate about transforming the lives of pupils and having a positive impact on the local community with a clear vision for the future of the school.

The person appointed will:

- Have a proven track record of excellent educational leadership and management and achieving the very best outcomes for all pupils
- Inspire pupils and staff to achieve the highest possible standards, unlocking pupils' academic and personal potential
- Lead an approach that sees every challenge as an opportunity to continually improve standards of education and to foster an outstanding learning environment
- Be dedicated to ensuring that every pupil achieves their highest potential during their time at our school

If you believe that you can demonstrate these attributes, then we want to hear from you and look forward to receiving your application.

Yours faithfully,



Sharon Roscoe
Chief Executive Officer

About Atherton High School

Welcome to Atherton High School, an oversubscribed 11-16 secondary with approximately 550 pupils on roll. The school is located in Atherton in the Metropolitan Borough of Wigan, Greater Manchester, bordering Bolton and Salford and sits at the heart of the community encompassing the values and strengths of the town's long history.

Ofsted recently inspected the school judging it 'good' in every area and recognising the many strengths of the school including pupils being proud to attend the school and feeling safe and happy. The report highlighted the ambitious curriculum and described the learning environment as calm and purposeful.

Atherton High School is part of the Education Partnership Trust (EPT) which is committed to creating outstanding schools which transform learning, lives and communities; a principle which is palpable when you walk our corridors. Our school has a culture built around our values of 'respect, responsibility and ambition'; with our aims clearly being driven by decisions that if our education is not good enough for our own families then it is simply not good enough. Something we call the 'Law of EVE' (Everyone Values Education).

We promote our values through a strong, knowledge rich curriculum, which is built around our expectations that all pupils develop their depth of understanding across a wide range of subjects, to secure an ambitious education for all.

We aim high at Atherton and expect exemplary standards of behaviour and academic effort from all our pupils. We believe in encouraging our pupils to take responsibility for their actions, decisions and their future education to foster a culture of commitment to lifelong learning. We believe every pupil is an individual that can achieve extraordinary goals and we work hard for them to achieve these; however, we expect them to work even harder for their future. We expose our pupils to culture beyond their experience to build opportunities and develop a strong sense of self-worth and humility to make positive contributions now, and in the future, to the communities to which they belong.

We are proud to serve the community of Atherton and to provide a warm welcome to all pupils and families.



Job Advert

Headteacher

Hours: Full Time
Contract: Permanent
Start Date: 1st September 2024
Salary: L23 – L29 (£81,070 to £93,902)
Start Date: 1st September 2024

The Job

- To provide clear vision, leadership and strategic direction to ensure the school becomes outstanding which inspires and motivates both students and staff.
- To demand ambitious standards and high expectations for all students, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on students' outcomes.
- To lead and manage the academy in an inspirational manner which delivers the agreed vision.
- Establish a culture that promotes excellence, equality, high expectations and aspirations of all students enabling rapid and sustained progress.
- To develop a school ethos that enables everyone to work collaboratively, share knowledge and understanding, celebrating success.
- To work with the Director of Education, Local Governing Body, Trust, key stakeholders and the school community to embed the school vision and strategic plan and ensure they are clearly articulated, shared, understood and effectively acted on by all.

What are the job requirements?

- Qualified teacher status
- Commitment to or currently engaged in NPQH or equivalent qualification that demonstrates readiness to become a Headteacher.
- Substantial experience in a senior leadership position, including at Headteacher or deputy headteacher level.
- Proven track record of raising standards in education.
- Experience of effective leadership and management, including managing staff performance and appraisal.



Amongst the many benefits of working within the Trust you will receive:

- Healthcare cash back plan provided free by the Trust includes optical, dental, physio, diagnostics, health assessment, NHS prescription charges, hospital cover, discounted gym memberships plus lots more.
- 6 sessions of free counselling including CBT, wellbeing and bereavement.
- Cycle to work scheme.
- Electric Car Scheme (Salary Sacrifice)
- Access to Teachers' pension scheme.
- Free parking
- Training and development opportunities
- Personal development and promotion opportunities across the Trust
- Trust wide focus on staff wellbeing
- Trust wide Intranet to share knowledge and resources

Closing date: 15th May 2024 – 5pm

Interview date: 21st & 22nd May 2024

Safeguarding

The Education Partnership Trust is committed to ensuring the highest levels of safeguarding and promoting the welfare of children and young people, and we expect all our staff and volunteers to share this commitment.

The post you are applying for is covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013). All offers of employment are subject to an enhanced Disclosure and Barring Service (DBS) check, references, an online search, and where applicable, a prohibition from teaching check will be completed.

Incomplete application forms will not be shortlisted, if you need to discuss a reason for being unable to complete a section, please contact the recruitment team HR@ept-uk.com.

Applications for this exciting post are to be made through Tes or via the Trust's recruitment website <https://ept.face-ed.co.uk/vacancies>

Job Description

Headteacher

Reports to: Director of Education
Grade: L23 – L29 (£81,070 to £93,902)
Term: Full Time
Perm/Temp: Permanent
Start Date: 1st September 2024

The Headteacher is required to carry out the duties of a Headteacher in accordance with the provisions of the current School Teachers Pay and Conditions Document and within the range of teachers' duties set out in that document.

JOB PURPOSE:

- To provide clear vision, leadership and strategic direction to ensure the school becomes outstanding which inspires and motivates both students and staff.
- To demand ambitious standards and high expectations for all students, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on students' outcomes.
- To lead and manage the academy in an inspirational manner which delivers the agreed vision.
- Establish a culture that promotes excellence, equality, high expectations and aspirations of all students enabling rapid and sustained progress.
- To develop a school ethos that enables everyone to work collaboratively, share knowledge and understanding, celebrating success.
- To work with the Director of Education, Local Governing Body, Trust, key stakeholders and the school community to embed the school vision and strategic plan and ensure they are clearly articulated, shared, understood and effectively acted on by all.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES:

Strategic direction and development of the school:

- Develop and implement robust school self-evaluation and quality assurance procedures and ensure that these are regularly reported to the Director of Education, and Local Governing Body.
- Develop and implement an improvement plan, underpinned by sound financial planning,

which identifies the priorities, actions and targets that will guide the academy on its journey to 'exceptional' in all areas.

- Ensure that the academy complies with the statutory requirements that promote equal opportunities for all through a culture of inclusion and achievement.
- Evaluate the academy's performance by using data analysis to effectively drive whole school continuous and sustained improvement and identify priorities for improvement.
- Promote excellent behaviours and positive attitudes to school life.
- Demonstrate an unrelenting commitment to providing the best educational experiences and opportunities for our students.
- To be responsible for safeguarding and promoting the welfare of the students.
- Work strategically with commissioning schools and local authorities to support the development of the academy.
- Create a culture and ethos of challenge and support where all children can achieve success and become engaged in their own learning.
- Work alongside the local governing body and trust in implementing EPT and the school procedures and policies.
- Ensure that the management, finance, organisation and administration of the school, support its vision and aims.
- To ensure that all those involved in the school are committed to its aims, motivated to achieve them and involved in meeting objectives and targets to secure success.
- Create and maintain an environment which promotes and secures outstanding teaching, effective learning, high standards of behaviour, progress and attainment and a passion for learning.
- Promote excellence, equality and high expectations of staff and students and carry out day to day management of the school.
- Present accurate reports of the school's performance that are appropriate for a range of audiences including parents, governors, the Trust and Ofsted.
- Determine and implement policies which promote self-discipline, excellent conduct and behaviour.
- To attend and present detailed and accurate reports to Governing Body and Board meetings and any relevant sub committees.
- To ensure that parents/carers and students are well informed about the curriculum, attainment and progress, and about the contribution they can make to the school's success.
- Develop effective partnerships with parents/carers to support and improve students' achievement.
- To promote the academy by developing effective relationships in the wider community.

The curriculum, Teaching and learning:

- To effectively lead and manage teaching and learning to raise outcomes.
- To provide strategic overview of the curriculum to provide a bespoke and personalised

learning programme for every student in the school.

- Ensure the curriculum is broad and balanced and tailored to the needs of students; effectively promote literacy and numeracy skills; deliver aspirational outcomes.
- To ensure all students consistently make progress which is better than similar students nationally.
- To promote a culture and practices that enables all pupils to access the curriculum
- To have ambitious expectations for all pupils with SEN and disabilities and make sure the school fulfils statutory duties regarding the SEND Code of Practice.
- To keep informed of developments within the National Curriculum and other relevant curriculum development sources, to ensure that the curriculum is rich, relevant and inspirational and contributes to outstanding educational and whole-person outcomes.
- To promote students' social, moral, spiritual and cultural development and ensure students build their knowledge, skills and competencies to make suitable career choices.
- Ensure that students receive consistently good and better teaching and learning.
- To monitor and evaluate the quality of teaching and standards of learning and achievement of all students to secure rapid school improvement.
- To ensure an effective and accurate method of reporting which ensures parents are well informed about their child's progress and how they can support this at home.
- To ensure a robust and effective assessment, monitoring and tracking system which is used to support children's progress and achievement.
- To continually monitor and evaluate the performance of the school and ensure continuous improvement.

Leading and managing staff:

- To embed a culture that promotes excellence, equality, high expectations and aspirations of all students.
- To recruit and lead an effective senior leadership team and other staff to deliver the education plan.
- To ensure positive behaviour management and the development of a student focused and inclusive learning environment with outstanding attendance.
- To recruit, retain and deploy staff appropriately; establishing a rigorous, fair and transparent appraisal process valuing excellent practice and addressing any underperformance.
- To promote a strong and positive ethos which allows all members of the school community to achieve their full potential in a safe, effective and inclusive learning environment, with equality of opportunity for all. Lead, motivate, support, challenge and develop staff.
- To give clear and ambitious leadership, educational direction and professional guidance through actively engaging staff and governors to develop and implement agreed aims and policies through an annual School Improvement Plan.
- To lead by inspiring, motivating and influencing staff and students, taking a lead role in maintaining the highest standards of teaching, learning, behaviour management and

safeguarding.

- To be an excellent role model for all members of staff and students in all aspects of school life.
- To be a lead practitioner in the delivery of all school policies and practices.
- To actively promote the aims of the school.
- To forge and develop supportive relationships and positive liaison with parents, the community, other schools, the Local Authority and the various services and agencies which support the school, promoting links with industry and commerce.
- Oversee the development and monitoring of systems to support such processes as admissions, annual review of Special Educational Needs, Personal Education Plans, Individual Education Plans, Behaviour Support Profiles and Risk Assessments.
- To ensure high quality continuing professional development for all staff.

Efficient and effective deployment of staff and resources:

- Manage the school's financial and human resources effectively and efficiently to achieve educational goals and priorities and ensure value for money.
- To set appropriate priorities for expenditure with the governing body to enable the school to secure its objectives.
- Ensuring the use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all students and provide value for money.
- Recruiting, retaining and deploying staff appropriately and managing their workload to achieve the vision and goals of the school.
- Identifying training needs related to the annual development plan and ensure the implementation of a programme of suitable CPD for education staff.
- To lead the evaluation of behaviour plans and monitoring of the school behaviour policy and procedures.
- To ensure that appropriate support systems are in place for ECT.
- To have responsibility for leading and managing all staff and acting as a role model to ensure the highest standards are delivered always.
- To ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation.
- To acknowledge, share and promote excellence and develop effective team working.

Accountability:

- Be accountable for every aspect of the day-to-day management and long-term development of the school.
- To maintain and monitor an effective and manageable appraisal system for teaching and non-teaching staff.
- Present regular reports to the governing body, providing information which enables them to fully meet their responsibilities.
- Provide reports and data about the school as and when appropriate.



- Develop an ethos in the school where all staff feel valued and where they play an important part in determining the future success of the school.
- Develop opportunities for students to share in the decision-making processes of the School so developing ownership and responsibility for their own future (School Council/Student Voice).
- Develop sound and effective systems of communication within the School and between school, community, parents and other external organisations.
- Constantly strive to further develop the school's reputation locally, regionally and nationally.

General:

- Headteachers are expected to meet the relevant National Standards of excellence for headteachers in addition to the job description detailed above.
- To work collaboratively as a senior leader across the Trust as and when required.
- Ensure safeguarding and CP policies and procedures adopted by the Trust and governors are fully implemented and followed by all staff.
- Regularly review own practice, set personal targets, and take responsibility for own personal development.
- Undertaking all the duties prescribed in the current School Teachers' Pay and Conditions document.

Note

This Job Description forms part of the contract of employment of the person appointed to this post. It reflects the position at the present time only and may be changed at management's discretion in the future. As a general term of employment, the Trust may affect any necessary change in job content or may require the post holder to undertake other duties, at any location in the Trust's service, provided that such changes are appropriate to the employee's remuneration and status.

As a term of your contract of employment, the Trust reserves the right to vary your hours of work and require you to work outside the range of your "typical working arrangements" specified in your Statement of Particulars. The Trust reserves the right at its discretion to affect this condition of your employment. Should this be necessary you will be given reasonable notice of any proposed changes.

Person Specification

Headteacher

Reports to: Director of Education

Grade: L23 – L29

| No | CATEGORIES | Essential/ Desirable | Assessed by: | |
|---|--|-------------------------|--------------|--------------------|
| | | | App Form | Interview/ Task |
| PROFESSIONAL QUALIFICATIONS & LEARNING | | | | |
| 1. | Good Honours Degree or equivalent alongside Qualified Teacher Status | E | ✓ | |
| 2. | Commitment to or currently engaged in NPQH or equivalent qualification that demonstrates readiness to become a Headteacher | E | ✓ | |
| EXPERIENCE | | | | |
| 3. | Substantial experience in a senior leadership position, including at Headteacher or deputy headteacher level | E | ✓ | ✓ |
| 4. | Experience of effective leadership and management, including managing staff performance and appraisal | E | ✓ | ✓ |
| 5. | Ability to plan effectively, prioritise and meet deadlines | E | | ✓ |
| 6. | Proven track record of raising standards in education. | E | ✓ | ✓ |
| 7. | Effective management of people and resources, including knowledge of the school's budget | E | ✓ | ✓ |
| 8. | Able to develop and maintain effective relationships with all members of the school community and outside agencies | E | ✓ | ✓ |
| 9. | Experience of whole school curriculum planning and development | E | ✓ | ✓ |
| 10. | Knowledge and experience of the Ofsted Education Inspection Framework | E | ✓ | ✓ |
| 11. | Proven track record of improving the quality of teaching and learning, through assessment and tracking | E | ✓ | ✓ |
| 12. | Experience of, and commitment to, working with the Governing Body | E | ✓ | ✓ |

| PERSONAL QUALITIES | | | | |
|---|--|---|---|---|
| 13. | Highest levels of integrity and probity and a commitment to highest levels of effort, endeavour and focus on standards. | E | ✓ | ✓ |
| 14. | Adaptability to change and embracing of innovation and creativity. | E | ✓ | ✓ |
| 15. | Ability to motivate and inspire | E | ✓ | ✓ |
| 16. | To be a role model for best practice, with a professional demeanour that engenders confidence, trust and respect in others | E | ✓ | ✓ |
| 17. | Committed to the professional development of colleagues and self. | E | ✓ | ✓ |
| 18. | Developed emotional intelligence, enabling constructive relationships with both students and staff | E | ✓ | ✓ |
| SAFEGUARDING AND EQUAL OPPORTUNITY | | | | |
| 19. | Evidence of a commitment to promoting the welfare and safeguarding of children. | E | ✓ | ✓ |
| 20. | Evidence of promoting, implementing and monitoring equal opportunities across all aspects of the school. | E | ✓ | ✓ |
| KNOWLEDGE, SKILLS AND ABILITIES | | | | |
| 21. | Involvement in school improvement planning at a leadership level | E | ✓ | ✓ |
| 22. | Excellent communication and presentation skills | E | | ✓ |
| 23. | Knowledge and understanding of the SEND Code of Practice | E | ✓ | ✓ |
| 24. | Embrace new technology in education and understands the impact of ICT for the future of teaching and learning | E | ✓ | ✓ |
| 25. | Experience of writing and presenting reports to a range of audiences | E | ✓ | ✓ |

Our Schools



The Heights Blackburn

The Heights Blackburn is an alternative provision school which provides personalised programmes and support, to develop academic, vocational, personal and social skills.



Eden School

Eden is a SEMH Special School which engages pupils and develops positive attitudes to learning by providing life transforming education.



Coal Clough Academy

Coal Clough works in partnership with its local school communities to provide a stimulating learning environment, tailored to individual needs.



Pleckgate High School

Pleckgate High School is a multi cultural community of pupils, staff, parents and carers. The purpose of the school is learning, and all members are entitled to experience success.



The Heights Burnley

The Heights, Burnley is an alternative provision school: helping students to grow, develop and create their own future through providing an alternative curriculum, working in partnership and instilling our PRIDE values in each student.



Atherton High School

Atherton High School opened in September 2012 and caters for pupils from Year 7 to 11, Atherton joined the Trust on the 1st April 2020.

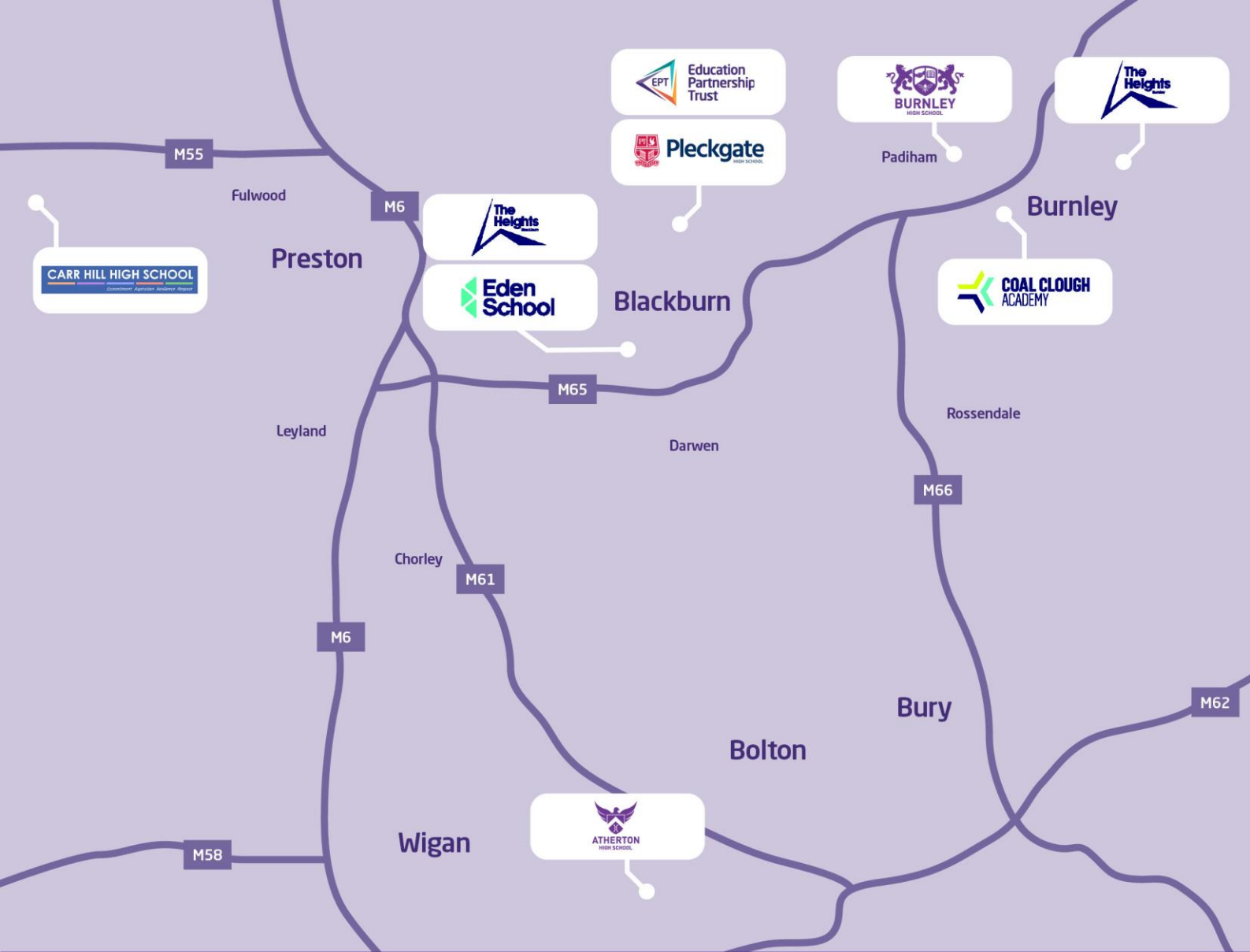


Burnley High School

Burnley High School is a secondary school based in the Padiham area of Burnley, the school caters for pupils from Year 7 to 11, Burnley High School joined the Trust on the 1st April 2020.



All of the schools within the Education Partnership Trust are united by a drive to improve opportunities and outcomes for children, young people and professionals in the education sector



Contact



Education
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