



Information Pack

Headteacher

Closing Date: 28th February 2018

Dear prospective Headteacher,

Thank you for your interest in our school.

The Governors of Reach Academy Feltham are seeking a Headteacher to build on the foundations developed over the last six years and move the school forward into an exciting new chapter. Reach was judged outstanding in 2014 and in 2017 achieved the 15th best GCSE Progress 8 score in the country. The school is heavily over-subscribed and has developed an excellent reputation.

In 2018, the school will be full and, for the first time, fully all-through.

As a result of a re-organisation designed to seize on the opportunities ahead of the Foundation, the co-founders Ed Vainker (Principal) and Rebecca Cramer (Secondary Headteacher) are transitioning into broader roles within the Reach Foundation. They will take up positions as Executive Headteacher (Ed) and Director of Education (Rebecca).

They will work closely with the Headteacher and the wider school community while setting the Foundation's strategy, driving broader impact nationally and deeper impact in Feltham, alongside developing an educational model to support the emerging Multi-Academy Trust.

Jen Baxter

Chair of Governors

“Pupils receive an outstanding education at Reach Academy Feltham. This includes their personal and social development as well as their academic achievement.”

“The leadership team have secured a harmonious environment in which pupils learn and thrive.”

“The academy has a calm and purposeful environment combined with a sense of excitement generated by pupils enjoying their learning.” *Ofsted, 2014*



JOB DESCRIPTION

Headteacher

Reports to: Executive Headteacher

Start date: September 2018

Salary: Competitive package based on skills and experience

Contract type: Full-time, permanent

Application Form

For an Application form and/or to arrange a visit please contact Hannah Whittenham (Operations Director) via email:
Hannah.whittenham@reachacademy.org.uk



The Role

We are seeking a committed, passionate and rigorous leader to take the school forward. They will deliver a consistently transformative impact on the young people of Feltham. This is an exciting and challenging role which offers:

- The opportunity to have a significant impact across the age range from 2-18.
- The full support of the school's founding leadership team and an engaged, committed Governing Body.
- The chance to work with talented and committed teachers.
- A foundation of strong relationships with pupils and families on which to build.
- Collaboration with The Reach Hub and other key partners to deliver a broader impact on the community.
- The opportunity to have a wider impact through the school's support for schools and MATs locally and nationally.

The ideal candidate will:

- Have an excellent academic record.
- Share our vision for what young people growing up in Feltham can achieve.
- Be an exceptional teacher and leader with a track record of leadership in excellent schools.
- Be fully aligned with the school's values.

Key responsibilities

- Lead the school and its staff to deliver an excellent education to pupils from Nursery to Key Stage 5 through rigorous curriculum, highly effective teaching, strong relationships, embedded systems and structures and a culture of continuous improvement.
- Line manage the Senior Leadership Team so that they are highly effective in their roles and offer challenge and support to staff across the school.
- Implement and oversee the vision, ethos and strategic plan for the school.

Educational Leadership

- Ensure excellent outcomes for pupils at all levels in the school so that they are on track to living lines of choice and opportunity.
- Develop teaching in the school so that it is consistently excellent.
- Implement highly effective monitoring to evaluate the effectiveness of the school.
- Provide for the welfare and safety of all pupils, including their safeguarding.
- Implement school policies that promote excellent behaviour and manage individual cases, including school exclusions.

People Leadership

- Lead on all operational staffing issues, including staff development and implementing all policies.
- Manage performance and ensure that staff receive all the support they require to pursue excellence in their roles.
- Oversee staffing allocation across all parts of the school to maximise impact and achieve value for money.
- Foster excellent relationships with parents grounded in a shared vision of their children's future and mutual support.
- Communicate effectively with staff, parents, pupils and other agencies to support the needs of pupils and their families.

Other

- Work alongside the Director of Operations to ensure that the school's resources are managed effectively and in line with school policies, and to ensure that all policies, including those related to Health and Safety are fully implemented.
- Work alongside the Director of Education to ensure that school staff are contributing to the process of developing a 'blue-print' that will sustain Reach Academies as more open, and to ensure that the potential Teaching School is highly effective and contributes to improving the quality of education on offer to pupils across the school.

PERSON SPECIFICATION

Reporting

The Headteacher reports to the Executive Headteacher. They will work alongside the Director of Operations, who will report to the Executive Headteacher. The Headteacher will be coached by the Director of Education, who will support their professional development.

The Governing Body will work closely with the Headteacher, particularly the Chair of the Pupil Standards Committee. This relationship will be key to driving the school forward.

Qualifications

- Qualified to degree level and above.
- Qualified to teach and work in the UK.

Experience

- Experience of school leadership (at least to Deputy Headteacher level).
- Experience of having lead in a school that provides an excellent education to a diverse cohort of pupils (ideally in a challenging urban environment).

Knowledge and Skills

- A deep understanding of school leadership and the culture, systems and structures needed to achieve outstanding pupil progress and personal development.
- Ability to lead, motivate and inspire staff, and to develop the leadership ability of others.
- Ability to create and implement effective management systems in which roles, responsibilities and accountabilities are clearly articulated.
- Highly effective interpersonal, written and oral communication skills.
- Excellent organisational skills and ability to delegate.
- Clear vision and understanding of the strategies to establish consistently high standards of behaviour and commitment to relentlessly instilling these strategies.
- An understanding of all phases of education: the commonalities and key differences.

Personal Qualities

- A demonstrable commitment to the potential and power of all-through education.
- An understanding of, and commitment to, the vision and values of Reach Academy Feltham.
- Takes personal responsibility for own actions.
- High levels of resilience and determination.
- This post is subject to an enhanced Disclosure and Barring Service check.



Safer recruitment process

Reach Academy is committed to safeguarding and promoting the welfare of children and young people.

In order to meet this responsibility all candidates will be subjected to a rigorous selection process to discourage and screen out unsuitable applicants. This process is outlined below. Please do not hesitate to contact the school if further detail is required.

Disclosure This post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (CRB). Applicants are required, before appointment, to disclose any conviction, caution or binding over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment – this will depend upon the nature of the offence(s) and when they occurred. **Short listing** Short listing will occur after 28th February 2018 with interviews taking place Week Beginning 5th March 2018. **Interview** Candidates will be subject to an in-depth, in-person interview and assessment, along with a telephone interview in some circumstances. At each stage of the process candidates will be asked to address any discrepancies, anomalies or gaps in their application form or arising from information gained at the previous stage of the recruitment process. **Reference checking** References from the previous and current employers will be taken up for shortlisted candidates, possibly before interview, and where necessary employers may be contacted to gather further information or address any discrepancies, anomalies or gaps in the reference provided. **Probation** All new staff will be subject to a probation period (which may, in certain circumstances, be extended by up to 10 weeks). The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which they have been employed. It provides Reach Academy with the opportunity to monitor and review the performance of new staff in relation to various areas, but also in terms of their commitment to safeguarding and relationships with pupils. **Equal Opportunities** Reach Academy is dedicated to providing equal opportunities and will monitor the recruitment process rigorously to ensure fair access and opportunity for all.

If you require assistance in reading this information or in completing the application form, please contact recruitment@reachacademy.org.uk.