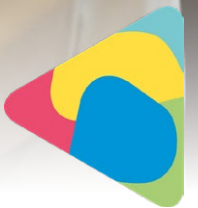




ACADEMICIS
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Part of Unity Schools Trust



Deputy Head of School - Curriculum Candidate Pack

Location: Staines, Surrey Start Date: September 2024

The
Magna
Carta
School



Welcome from the CEO

Our vision is to be a community where, by working in partnership together, we are able to deliver the best possible opportunities and outcomes for all of our students. Our motto - Excellence through collaboration - encapsulates our belief that co-operation and teamwork enable us all to grow and develop into the best version of ourselves.

Excellence is realised in many ways, not least through the achievements of the students in our schools. However, it is also seen through the relentless focus of our staff on delivering the highest standards of teaching, learning and student support which enable those successes to be accomplished. As a learning community we believe that every day presents a new opportunity to gain fresh insight and understanding and to implement newly acquired knowledge and experience for the benefit of all.

Our curriculum model has been designed to encourage the development of confident, independent, learners with the skills and comprehension necessary to succeed in an increasingly competitive world. In conjunction with the extensive enrichment opportunities provided by the schools within the Trust our students are able to grow in maturity and understanding.

We are an outward facing Trust with strong links in our communities where we engage in partnership work with many of our feeder primary schools. We have a particular specialism in the promotion of science and scientific discovery and regularly support the production and delivery of the primary curriculum in this area.

I hope that you will find the information in this document helpful and informative but please do get in touch for further information. I look forward to the opportunity to speak with you directly about working with us.

Michael del Río
Chief Executive Officer



About Unity Schools Trust



Unity Schools Trust is a Multi-Academy Trust formed in September 2015 by the partnership of The Magna Carta School and Bishop David Brown School. The Trust is currently responsible for the education of over 1,800 children supported by more than 230 staff. Our schools are located in Staines-upon-Thames and Woking.

Ethos and Values

The stated objective of Unity Schools Trust is to achieve Excellence through collaboration. The Greek philosopher, Aristotle, believed that excellence came in both intellectual and moral forms. The Trust aims to instil a love of learning by the full engagement of all of its community - students and staff - in the process of acquiring and applying knowledge. Furthermore, the Trust seeks to promote the development of positive 'habits' through a wide range of character-building opportunities. When combined, we believe that these two elements support the development of the whole person enabling us to be the best version of ourselves. Our vision is to be an outstanding learning community where together we learn to know, to do, to be and to live together.

Our Objective

The Academy Trust's primary objective, as stated in its articles of association, is 'to advance for the public benefit education in the United Kingdom'. Unity Schools Trust is listed as a charitable company limited by guarantee at Companies House.

Partnerships

A significant part of the Trust's work is in the forging and development of partnerships with neighbouring schools. This includes primary liaison work and support for the provision of specialist subjects. The Trust's work in fulfilment of its objective through collaboration involves sharing people, sharing resources, sharing ideas and sharing progress.

Why work for UST?

Employee Benefits

- Learning and Development opportunities
- Free use of school gym at specified times
- Reduced gym membership at Eastwood Sports Centre
- Access to Employee Assistance Programme (EAP)
- Free on-site staff parking
- Free tea and coffee available in the staff room
- Scheduled Wellbeing weeks
- Allowance for running after-school enrichment activities
- Enrolment into the Teachers' Pension Scheme or Local Government Pension Scheme (Support staff)

Excellence through collaboration



The Magna Carta School

Learning Shapes Lives

The Magna Carta School is an 11-16 academy based in Staines-Upon-Thames, with approximately 1100 students on role. The school is a founder member of Unity Schools Trust and the 1,215 Learning Partnership, determined to enhance lives for young people across this area of Surrey.

The school has a long and proud tradition of educating students from our local community. To facilitate high aspirations, progress and achievement, we have high expectations of behaviour, rooted in respect for one another. We are particularly proud of our students; they are aspirational and enthusiastic about their learning and as a result make good progress and achieve impressive GCSE results. They consistently and successfully progress on to further education and apprenticeships.

Our Academy Council provides a strong voice for students to present their ideas and concerns and to develop the skills necessary to become advocates for positive change. We believe listening to, and reflecting upon, the experience of our whole

school community is an important part of our continuous development journey.

We strive to provide a welcoming, challenging, secure and inclusive learning environment where all students and staff feel that they belong. We are committed to realising our vision that Learning Shapes Lives by creating a culture in which everyone aspires to achieve in a reflective educational environment and a school community where together we learn to know, to do, to be and to live together.

If you think you can make a positive and confident contribution to our team, we would be delighted to hear from you.

Pupils are engaged in their lessons. Teachers have strong subject and pedagogical knowledge
The Magna Carta School, Ofsted June 2022

Job Description

Job Title: Deputy Head of School - Curriculum

Salary: (L20 - L24)

Accountable To: CEO & Board of Trustees

Responsible To: Head of School

Accountable For:

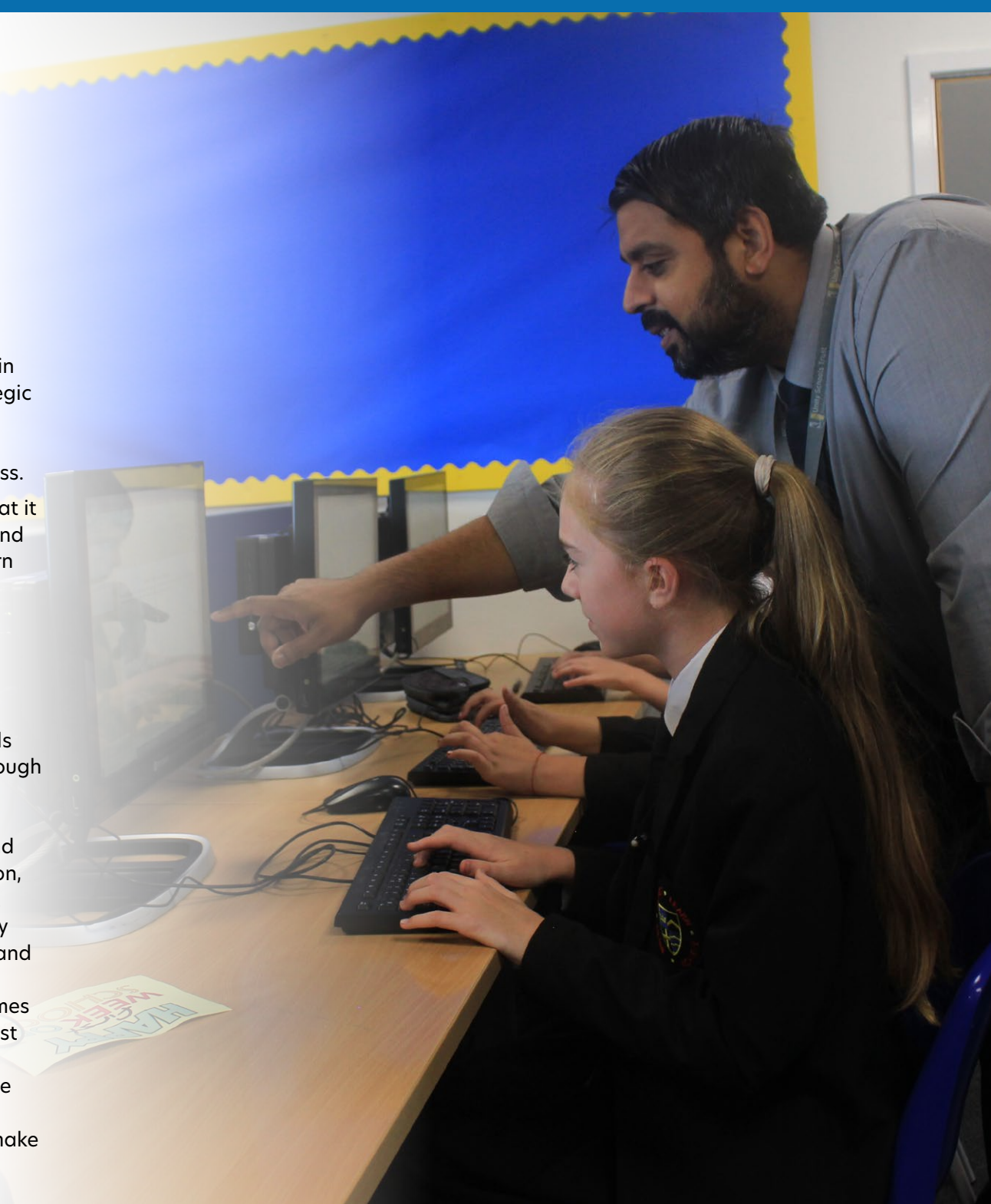
The specific responsibilities of the postholder will be agreed each year in consultation with the Head of School and in line with the school's strategic objectives. The Deputy Head of School is expected to be familiar with the National Professional Standards for Headteachers and the Teacher Standards. These will form part of the Performance Management process.

Understanding, operating and developing the ethos of the school so that it becomes a centre of excellence where mutual respect, tolerance, care and support are evidenced in all of the school's activities and that this in turn ensures that everybody takes pride in all aspects of the school's work.

Responsibilities

Leadership

- Deputising for the Head of School as and when required.
- Working in partnership with other senior leaders across Unity Schools Trust (UST) to develop and realise the Trust's vision of excellence through collaboration.
- In partnership with UST, the Head of School and the wider Senior Leadership Team, developing the school's vision and establishing and maintaining a culture and ethos that promotes effective collaboration, excellence, equality and high expectations for all staff and students.
- In partnership with the Head of School, to lead the school community to achieve or exceed the school's Key Performance Indicators (KPIs) and targets for student outcomes.
- Leading specific initiatives and coordinating development programmes to ensure both UST and the school promotes and achieves the highest standards of learning and teaching.
- Embedding ambition and driving improvement, specifically within line managed faculties/ teams and across areas of responsibility.
- Being accountable for the progress line managed faculties/ teams make towards meeting the school's development targets.





Job Description continued

Leadership *continued*

- Drafting policies and procedures, ensuring they take account of statutory requirements and/ or national and local priorities and promote collective responsibility for their implementation.
- To inspire by example, setting high standards of leadership in support of outstanding student progress.
- Participate in the day to day management of the school by being a visible and effective presence.

Learning

- Monitoring and evaluating the quality of learning and teaching across the school.
- Promoting strategies for raising the achievement of all learners and managing strategic intervention programmes.
- Making effective use of assessment for learning and benchmark data to monitor and promote students' progress, identify and challenge in-faculty variation and under-performance.
- Lead by example and consistently model good practice in building students' resilience and learning power.
- Encourage an ethos that promotes and enables close co-operation between colleagues and teams across UST and the school.
- Contribute to planning a diverse and flexible curriculum and effective assessment framework in keeping with the Trust's inclusive ethos.
- Supporting and co-planning learning experiences for students which are linked into the wider community and take account of students' academic, spiritual, moral, social, emotional and cultural well-being.
- Implementing strategies to ensure high standards of behaviour and attendance.
- Reporting national and local educational strategies and developments to all staff and Governors/ Trustees as appropriate.

Growth and Development

- To ensure that all staff are kept informed of the school's strategic objectives, core priorities, development and progress through effective communication
- Implementing effective procedures, in line with statutory requirements and obligations, to safeguard students and staff at all times.
- Contribute to the recruitment, induction and professional development of staff.

Job Description continued

Growth and Development *continued*

- Implementing clear and consistent Performance Management processes across the school.
- With your Line Manager, take responsibility for personal professional development, keeping up-to-date with developments related to your areas of responsibility.
- Managing own workload, and that of others, to ensure an appropriate work/life balance.

Community

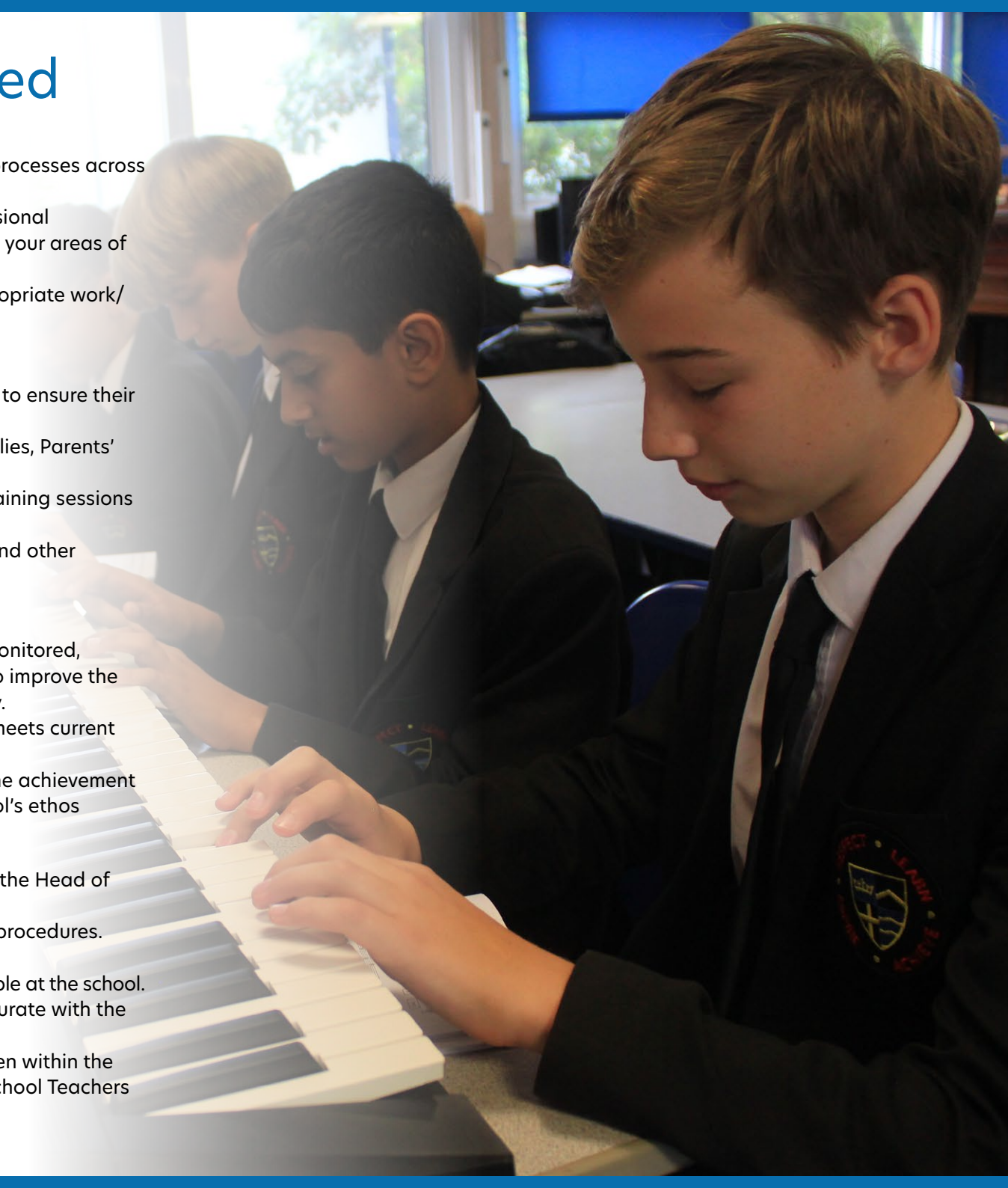
- Liaising with other staff in external agencies to protect children to ensure their development, health and well-being.
- Sharing the Trust and school's vision and ethos through assemblies, Parents' Evenings, achievement awards and other appropriate means.
- Planning and delivering specific whole-school or inter-school training sessions related to the priorities of the post.
- Ensuring timely and professional communication with parents and other stakeholders in all correspondence.

Environment

- Ensure the range, quality and use of all available resources is monitored, evaluated and reviewed in the line managed faculties/ teams to improve the quality of education for all students and ensure value for money.
- Contributing to the development of the school site to ensure it meets current and future needs within a sustainable framework.
- Generating new income streams to complement and enhance the achievement of the school's strategic objectives and which support the school's ethos

Other Requirements

- To carry out any other duties as may reasonably be required by the Head of School/ CEO.
- To be aware of and adhere to all Trust and school policies and procedures.
- To maintain confidentiality at all times.
- To promote and safeguard the welfare of children and young people at the school.
- To participate in supervisory duties as scheduled and commensurate with the responsibilities of the post.
- The responsibilities defined in this job description are undertaken within the context of your responsibilities as a Teacher as defined in the School Teachers Pay and Conditions Document.



Person Specification

Application - A; Interview - I;



	Essential	A/I*	Desirable	A/I
Qualifications	<ul style="list-style-type: none"> An honours degree A Qualified Teacher Recent, relevant professional leadership development 	<p>A</p> <p>A</p> <p>A</p>	<ul style="list-style-type: none"> A good honours degree NPQ qualification Recruitment training Evidence of post-graduate study/ research 	<p>A</p> <p>A</p> <p>A</p> <p>A</p>
Strategic Leadership	<ul style="list-style-type: none"> The ability to play a significant role in the development and implementation of a shared strategic vision for the Trust and its schools The ability to motivate, enthuse, engage and influence all stakeholders in the Trust community to deliver the vision and collectively raise standards Knowledge and understanding of recent government initiatives in relation to education, curriculum and potential impact on the Trust's schools Able to understand, interpret and articulate complex data trends to others in order to improve learning outcomes Responsibility for the school's Self Evaluation Report (SEF) 	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>	<ul style="list-style-type: none"> Understanding of the benefits of working in a Multi-Academy Trust Understanding of the issues relating to Academy status Experience of working with external agencies to support teaching and learning 	<p>A/I</p> <p>A/I</p> <p>A/I</p>
Educational Excellence	<ul style="list-style-type: none"> An outstanding classroom practitioner Proven track record of successfully and systematically improving learning outcomes for students Experience of understanding how to raise standards in teaching and learning Recent experience of successfully leading major school initiatives and evaluating their impact on student outcomes Experience of curriculum development Understanding of successful strategies for closing achievement gaps for different groups of students 	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>	<ul style="list-style-type: none"> Experience of developing SMSC Experience of developing student voice and rewards initiatives 	<p>A/I</p> <p>A/I</p>
Operational Management	<ul style="list-style-type: none"> Evidence of successful management of monitoring and evaluation strategies relating to: quality of teaching and learning, pupil outcomes, quality of provision and efficiency Evidence of participation in an evidence-based performance management system resulting in rigorous accountability Experience of participation in the process of curriculum planning Provide a significant input on the new OFSTED School Inspection Framework Ability to delegate efficiently and monitor the implementation of initiatives Experience of SIMS reporting and pastoral modules Track record of developing, empowering and supporting individuals and teams 	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>	<ul style="list-style-type: none"> Understanding of the budget setting process Knowledge of timetabling (Nova T6 and SIMS) 	<p>A/I</p> <p>A/I</p>

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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, Will Bridge: wbridge@academicis.co.uk or 01223 907979/07825 346535.**

Closing date: Tuesday 23rd April 2024 • Shortlisting: Thursday 25th April 2024 • Interviews: Friday 3rd May 2024



The Magna Carta School
Thorpe Road
Staines-upon-Thames
TW18 3HJ

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