

EXECUTIVE HEADTEACHER Candidate Pack



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WELCOME TO ANGLIAN LEARNING



Thank you for your interest in the position of Executive Headteacher of Marleigh Primary Academy and Fen Ditton Community Primary School, part of Anglian Learning.

We are an ambitious, forward looking Trust of six secondary schools and ten primary schools. While each of our academies retains their own unique identity and ethos, we are collectively passionate in our belief that all young people deserve to have access to an excellent education and exciting opportunities, which prepares and enables them to thrive in the local, national, and global communities in which they live.

To achieve this ambition, we need to unleash and harness the huge capacity for improvement that comes from working closely together as a group of transformational leaders and schools. Anglian Learning has been founded on strong collaborative and trusting relationships, where everybody is committed to sharing their successes, but equally open to innovative ideas and alternative perspectives. We also passionately believe that our most valuable resource is our people, and if you apply and are successful in your application, we promise to develop and support you in your career as an executive headteacher, as well as providing a caring, friendly environment in which to work.

And this is particularly true of both Marleigh and Fen Ditton which both have a strong community-facing ethos, a committed and skilled staff team and wonderful, engaged and enthusiastic pupils. We are now seeking the right individual who will build on this foundation to take the schools to the next level of excellence.

I hope that you find the information within this pack a helpful introduction to the role and both schools. For an informal discussion regarding this role, please contact Will Bridge, our retained consultant, wbridge@academicis.co.uk. If you wish to visit either or both schools or make an application for this vacancy, please see the contact information within.

We look forward to hearing from you.



Jonathan Culpin,
CEO,
Anglian Learning

OUR VALUES



Aspiration

We are ambitious for ourselves and all those in our community to be the best we can be

Community

We underpin our relationships with a culture of support, respect and trust, recognising we are stronger together

Empowerment

We enable our academies, staff and learners to embrace new ideas and think creatively

Inclusivity

We believe in equality of opportunity, celebrating everyone's differences and supporting learners of all abilities from all backgrounds



ABOUT ANGLIAN LEARNING

Founded in September 2016 of four community-facing secondary schools seeking to share knowledge and provide mutual support, Anglian Learning has grown over the past seven years to be one of the leading school trusts in the region.

Educating more than 8000 pupils and employing over 1000 staff across three counties and sixteen academies, the Trust's mission is to enable inclusive and aspirational learning in every classroom, empower leaders across every academy, and ensure inspiring opportunities and educational success for all of our learners, people and communities.

Alongside this, the Trust remains committed to its heritage which is rooted in local communities and several of our schools provide adult learning opportunities and support for local groups and societies. We also operate our own sports centres under the banner of Anglian Leisure. Local, high quality and representative governance of schools is a key aspect of our leadership structure and we are recent winners of the NGA National Outstanding Governance Award as a reflection of this commitment.

In addition to our commitment to celebrating our community ethos, we believe strongly in empowerment: of pupils, our people and, crucially, our leaders. As recent research has reiterated, executive headteachers are incredibly influential in the success of schools and of their learners. The role of the Trust is therefore to provide the environment in which our leaders can grow, develop and flourish in their role. Our central team provides extensive, expert and rapid advice and support in human resources, finance, ICT, estates and operations. Therefore, our school leaders have the space and focus to drive school improvement in the curriculum, teaching, behaviour and in establishing the healthy culture and ethos that underpins this.



**Educating more than
8,000
pupils**

**Employing over
1,000
members of staff**

**3
counties**

**16
academies**

ABOUT ANGLIAN LEARNING



Unless a school is in challenging circumstances, leaders are encouraged and expected to have appropriate professional agency over determining what works in their context and to deliver it.

At the same time, our academy improvement strategy, co-constructed with executive headteachers, headteachers and the central team, has established our common broad expectations around the curriculum, inclusion, safeguarding and leadership, setting a high bar to which all schools aspire.

We provide bespoke support and challenge where needed; have an extensive professional development programme available to all staff; numerous opportunities for school leaders to lead projects, to collaborate and share what works, building capacity and exchanging knowledge so that no school is left behind.

We enable innovation and access to the best practice nationally, as demonstrated by our role as one of the eight national Creativity Collaborative hubs, funded by Arts Council England. This also reflects one of our other core values, inclusion.

Excellence in academic, end of key stage outcomes is critical in ensuring our young people can transition to the next phase of their education successfully and we expect only the best for all of our pupils, no matter their starting points.

A whole education is also about a broad, balanced and rich curriculum, with a strong emphasis on the arts and creative thinking, developing children who are excited, inspired and empowered by their experience of school and who will go on to make the communities in which they live better places for all.

“ We expect only the best for all of our pupils, no matter their starting points. ”



WORKING FOR ANGLIAN LEARNING



One of our core principles is that we constantly strive to build a healthy organisational culture, central to which is making sure we are a learning community where everyone can achieve their potential. We create a strong sense of belonging and a place where staff feel appreciated and fairly rewarded for the work they do. We are a flexible employer that supports colleagues to balance their lives and recognises how staff give back to our young people.

Staff survey

Our most recent staff survey indicated that a high proportion of staff:

- Feel as though they belong within Anglian Learning
- Agree that they are provided with relevant opportunities for professional development
- Feel that there is a positive culture of psychological safety within their school
- Have high levels of job satisfaction and happiness at work Would recommend our organisation as a great place to work
- Almost all staff who responded to the survey feel part of a team within their school and can rely on colleagues for support when needed.

Joining Anglian Learning as an executive headteacher comes with a myriad of benefits, fostering both personal and professional growth. Membership of the Trust Leadership Group (TLG) provides a platform for collaboration and knowledge sharing with attendance at Trust Leadership conferences enabling leaders to access innovative educational practice. Regular Primary Leadership meetings and engagement with peer review also provide further opportunity for collaboration.

The coaching and mentoring programmes embedded within our framework offer tailored support for continuous professional development. This, along with access to a comprehensive professional development programme including the National College and support to complete NPQs, is testament to our commitment to leadership excellence. Trust membership of Whole Education amplifies the scope for our leaders to develop their practice further and develop a network that extends beyond the Trust.



BENEFITS



Career Average Revalued Earnings Pension Scheme (CARE)



Cycle to Work Salary Sacrifice Scheme



Free membership to all Anglian Learning Sports Centres



20% discount on Anglian Learning Adult Education Courses



Professional Development Scheme Policy



Employee Assistance Programme



Specsavers VDU Vouchers



Boots Flu Vouchers



Perkbox – a benefit, reward and recognition platform offering a wide range of discounts on high street and online shopping



EXECUTIVE HEADTEACHER ROLE SUMMARY

In the role of executive headteacher, you will provide dynamic leadership for both Marleigh Primary Academy and Fen Ditton Community Primary School, aligning with the overarching aims and objectives of the Trust. This position is especially significant as it coincides with a crucial moment for both schools, transitioning into a collaborative partnership after working together closely for the past two years. Your leadership will guide dedicated teams in realising the unique vision and values of each school, with a particular focus on facilitating the growth of Marleigh Primary Academy. This involves developing and integrating efficient systems and structures, overseeing day-to-day implementation, and ensuring optimal outcomes for pupils.

We are seeking a candidate with a proven track record of school improvement and improved outcomes for pupils. We are looking for someone who is already an established and successful educational leader, with the drive and ambition to ensure continued success and the vision and skills to deliver change within our schools.

As executive headteacher, you will have oversight of strategic leadership, defining and delivering the vision and objectives of both the academies and the Trust, ensuring that each academy has a robust school improvement

plan with appropriate monitoring and intervention in place. Alongside this you will oversee the implementation of a curriculum in each academy that is inclusive and that enables pupils to thrive whilst upholding the highest standards of safeguarding controls.

In order to meet these objectives, as executive headteacher, you will need to fulfill four distinct roles:

1. Strategic thinking: to ensure that school leaders and employees have a clear sense of vision and the values whilst being held to account.
2. Consistency and collaboration: to ensure school-to-school coherence across the academies and Trust as a whole.
3. Outward facing: to ensure that the academies develop links and networks both locally and further afield and that these are scaled up across the Trust.
4. Coaching and empowering staff: to ensure a continual supply of high-quality leaders and personnel through effective delegation, succession planning, mentoring, coaching and support at all levels.



EXECUTIVE HEADTEACHER ROLE SUMMARY

Marleigh Primary Academy

Established in 2022, Marleigh Primary Academy is a cornerstone of the Marleigh development on Newmarket Road, Cambridge. As a new school, it is currently not at full capacity, making this leadership structure essential for supporting its future growth. The academy, with a capacity for 420 students and a 52-place Nursery, offers an exceptional learning environment both indoors and outdoors to captivate and involve students in their educational journey.



Since its inception, the vision of Anglian Learning for Marleigh has been to:

- Cultivate excellence across all aspects of the academy's environment and provision.
- Establish the academy as a local and national system leader through collaborative efforts among leaders and staff across Trust academies.
- Implement a robust STEM curriculum, reflecting the vibrant business landscape of Cambridge.
- Elevate expectations through our curriculum planning which will facilitate the establishment of the Marleigh and the Marleigh Primary Academy communities and will take as its focus 'A Sense of Place'.

Fen Ditton Community Primary School

A 175-place primary school catering to Fen Ditton, Horningsea, and Clayhithe communities, Fen Ditton Community Primary School is an inclusive school that encourages all children to unlock their full potential. The school is dedicated to providing an enriching and diverse learning experience, fostering a sense of responsibility, respect, and care. The goal is to equip children with essential life skills and instill a lasting love for learning.



Success at Fen Ditton Community Primary School hinges on effective home-school partnerships, with a focus on building positive relationships with parents, carers, and the broader community. The school maintains an open-door policy, inviting active involvement of parents in and celebrating the progress and achievements of their children. The school community collectively upholds four core values: Respect, Kindness, Courage, and Resilience, integral to both the school's ethos and the personal development of its pupils.

AN INTRODUCTION TO OUR LOCAL GOVERNING BODIES



We are delighted that you are interested in applying for the position to lead our schools and we look forward to meeting you as part of the application process. Our governance teams, while having similar values, currently operate a little differently with the team at Fen Ditton more established, and the newer team at Marleigh still working out how best we work together to support the school.

Both schools seek to prioritise the children in our settings, with their best interests being at the heart of all that the schools do. This brings with it its own challenges with such diverse cohorts. Both Local Governing Body (LGB) teams work closely with the Senior Leadership Team to ensure that the core values and high standards of the schools are upheld in all areas across the curriculum, leadership, safeguarding and inclusivity matters.

Moving forward, after a period of change and transition, we need to establish a clear vision for both schools individually, but also collaboratively. Both LGB's are keen to continue to provide the support, challenge and encouragement to move both schools forward. We look forward to working with a new executive headteacher to shape the vision for both schools, to build on their individual strengths, to deepen the partnerships, and to invest in our two excellent staff teams. Of course, there are also many other professional and personal attributes that we will require in our executive headteacher, and these are set out in the Anglian Learning documents included as part of this application pack.

We wish you all the best with your application and we look forward to introducing you to our teams.

Stuart Wood
**Chair of Fen Ditton Community Primary
School Co-Chair of Marleigh Primary Academy**

Shelley Monk
Co-Chair of Marleigh Primary Academy



EXECUTIVE HEADTEACHER ROLE SUMMARY

Salary: Leadership Scale L17-L23 with an additional 15% Executive Headteacher allowance.

Hours: Full time; requires a commitment beyond standard school hours, with the expectation of fulfilling 1,265 hours over 195 days per year, while also accommodating additional responsibilities essential to the role.

Pensions: Teachers' Pension Scheme

Annual Leave: In accordance with the STPCD, with school holidays serving as the allocated leave periods

JOB PURPOSE

To provide visionary leadership for two Anglian Learning primary academies: Marleigh Primary Academy and Fen Ditton Community Primary School.

VISION AND EXPECTATION OF THE ROLE:

- Utilise, cultivate, and retain top-tier leaders at all levels within the primary sector of the Trust, extending into the future.
- Research and pioneer innovative models of school leadership, harnessing specialised expertise for widespread application across the primary sector.
- Elevate and innovate the quality of education in the primary sector, encompassing adaptable teaching and learning methods and the design and implementation of a curriculum tailored to meet the demands of 21st-century education.

Disclosure Level: Enhanced DBS and Barred List Check

Location: The post holder will be based across both Fen Ditton Community Primary School and Marleigh Primary Academy but will be expected to work across the Trust and to travel between sites as necessary.

Responsible to: Director of Primary Education



EXECUTIVE HEADTEACHER ROLE SUMMARY

EXPECTATIONS FOR THE EXECUTIVE HEADTEACHER

Anglian Learning expects the executive headteacher to demonstrate that they possess the requisite leadership capacity for them to undertake this role, showcasing:

- Understanding and active commitment to the Trust's vision, values, and the underlying frameworks.
- Leadership of effective relationships with the school community, including staff, parents, and the governing body.
- Effective communication of complex and contentious messages transparently and constructively.
- Personal commitment to learning and the promotion of equality of opportunity for all pupils.
- High levels of emotional resilience and capacity for overcoming challenges.
- The ability to create and sustain strong, supportive, and nurturing relationships.
- Leadership resulting in a school achieving a sustained high level of performance including outstanding inspection outcomes, and a strong reputation for excellence in all areas.





EXECUTIVE HEADTEACHER ROLE SUMMARY

In addition to the conditions of employment for headteachers as outlined in the most recent version of the School Teachers' Pay and Conditions Document, the role of executive headteacher encompasses:

The provision of strategic leadership and accountability for the direction, standards achieved, and quality in the identified academies, achieved through:

- Ensuring that the Anglian Learning ethos, principles, policies, and procedures underpin practice and provision in the identified academies.
- Providing leadership and management enabling academies to achieve the vision outlined in the Anglian Learning Blueprints.
- Securing the long-term success of the academies and development projects by maximising available skills and creating new and innovative ways of working across academies.
- Building system-wide leadership capacity at all levels through active development of strategic governance, staffing structures, roles, and responsibilities.
- Collaborating with the relevant Trust central support teams (Operations, HR, Finance, IT, Estates) to ensure the academies receive appropriate support.
- Collaborating with the director of primary education and the executive leadership team in the leadership and development of educational practice across the identified primary academies.
- Liaising with local governing bodies of the identified academies as required and appropriate.
- Ensuring that the academies are outward-looking, fully engage as members of the Trust, fulfil partnership and collaboration responsibilities, and contribute to shaping the vision and direction of Anglian Learning and the wider school-led education system.
- Utilise opportunities to work with members of the central executive leadership team to develop the strategic direction of the Trust.
- Undertaking any other duties deemed appropriate by the line manager, commensurate with the level of the post.



EXECUTIVE HEADTEACHER ROLE SUMMARY

In addition to the executive headteacher, the identified academies will have other designated senior leaders who take responsibility in their absence for identified elements of leadership. As such, responsibilities / duties will be delegated by the executive headteacher as appropriate.

This job description will be periodically reviewed and updated in collaboration with the postholder to ensure it remains current.

Anglian Learning is committed to safeguarding and promoting the welfare of young people and vulnerable adults. We expect all staff to share this commitment and those in regulated activity will be subject to an Enhanced DBS Check and online checks. Certificate of Good Conduct and other applicable checks may be requested.

This post is exempt from the Rehabilitation of Offenders Act. Our policies for Ex-Offenders, GDPR, Safeguarding and Recruitment can be found on our website: www.anglianlearning.org.

We value diversity and welcome applications from all, including those with protected characteristics under the Equality Act. Flexible working will be considered for all roles deemed suitable.

PERSON SPECIFICATION



QUALIFICATIONS

Essential:	Desirable:
Qualified to degree level or above.	NPQH / NPQEL
QTS	Further qualifications and / or professional studies relevant to the age range.

EXPERIENCE

Essential:	Desirable:
Substantial and proven successful experience as a primary headteacher.	Experience of supporting schools other than their own to improve.
Experience of having led the success of a school through its leadership, ethos, curriculum and outcomes.	Leadership resulting in a school achieving a good or outstanding Ofsted outcome.
Leadership of effective relationships with the school community, including staff, parents and the local governing body.	
Experience of working in a range of primary schools.	

SKILLS AND KNOWLEDGE

Essential:
Demonstrable and wide-ranging experience of setting high aspirations and leading effective strategies across all aspects of a primary school including curriculum, learning, behaviour administration, finance and communication.
Excellent understanding and knowledge of the primary curriculum.
Proven ability to lead, coach and motivate staff.
Ability to communicate a strategic vision for raising standards and the impact of effective deployment of funding including for the most vulnerable pupils.
Skilled at implementing effective and systematic behaviour management systems.
Good understanding of requirements of the Special Educational Needs Code of Practice.
A thorough understanding of up-to-date safeguarding requirements and best practice.
Good understanding of wider educational research and policy.

PERSON SPECIFICATION



PERSONAL QUALITIES

Essential:

Vision aligned with the Anglian Learning vision and values.

Resilience and motivation to lead the schools through day-to-day challenges while maintaining a clear strategic vision and direction.

Strong organisational skills and ability to delegate.

Fosters and develops successful teams, especially over more than one school site.

Relishes new challenges and takes personal responsibility for own actions.

Excellent critical thinking and problem solving skills; has intellectual curiosity and rigour.

Strong interpersonal, written and oral communication skills.

The ability to create and sustain strong, supportive, and nurturing relationships.

A demonstrable commitment to supporting and promoting safeguarding, student welfare, equality and diversity.

A willingness to contribute to the wider ethos of the Trust.



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

Closing date: Monday 17th June 2024

Shortlisting: Wednesday 19th June 2024

Interviews: Monday 24th and Tuesday 25th June 2024



ANGLIAN LEARNING

Anglian Learning, Bottisham Village College, Lode Rd, Cambridge CB25 9DL, United Kingdom