



## **Sikh Academies Trust**

### **Director of School Improvement and Educational Excellence**

**Line Manager: SAT Executive Headteacher/CEO**

**Hours: Full time**

**Contract Start Date: 1<sup>st</sup> May 2024 or as soon as possible.**

**Contract Type: Permanent**

**Salary Range: Fringe London Pay Scale: Competitive**

Sikh Academies Trust reserves the right to interview and appoint this position ahead of any advertised application closing date, should an appropriate candidate be found. Therefore, it is advisable to submit applications as early as possible.

The postholder carries out duties in line with the conditions of employment as set out in the current School Teacher's Pay and Conditions document, the Headteachers' Standards and the policies and procedures of Sikh Academies Trust (SAT).

#### **The Role**

This post is for an exceptional individual with an excellent track record in leadership and management. The postholder will make a significant contribution across SAT (Sikh Academies Trust) educational and strategic development. This role offers the candidate an opportunity to work at the Trust schools, provide leadership capacity and reporting directly to the Executive Headteacher/CEO.

This is a senior role working with the Executive Headteacher/CEO. This role is suitable for an outstanding leader with Deputy Headteacher or Headteacher experience. She/he will report directly to the Executive Headteacher/CEO and provide support for the priority areas.

The successful candidate will promote the values and vision of SAT across the schools and its external partners. SAT has high expectations and the candidate is expected to embody and inculcate these. The role would suit a candidate with significant senior school leadership experience. A considerable part of the role is to work with the SAT senior leaders across the schools. The successful candidate will be able to work successfully with the Heads and senior leaders to develop educational quality assurance frameworks. The candidate should be able to make judgements sensitively, firmly and accurately against the national accountability framework (Ofsted).

## **Job Description:**

### **Lead on school Improvement**

#### **A. Lead on 'Quality of Education'**

The person appointed will be:

1. Able to rapidly build effective working relationships with school leaders to bring about rapid improvements.
2. Experienced in carrying out evaluations of the quality of education and be able to deliver the changes needed.
3. Be highly competent applying in the Ofsted Framework to make judgements and secure improvements across the schools. Be highly competent in applying the Ofsted Framework to make accurate judgements and secure improvements, including the ability to understand and act upon the nuances and emerging priorities of Ofsted and the DfE.
4. Able to analyse complex data to identify what needs to be changed to make maximum impact.
5. Able to mentor, coach and train teachers and senior leaders to keep them abreast of developments – national and local.
6. Be able to support Heads and leaders to produce school evaluation reports (SEFs) and ensure that the reports are of a high quality, fully compliant and accurately.
7. Be able to train teachers and Leaders in the new staff development programmes for ITTs, ECTs, Mentors and NPQs.
8. Committed to continuous improvement of schools within the SAT.
9. Work effectively with staff and leaders, acting as a key link supporting the Executive Headteacher/CEO to implement new policies and practice across the Trust.

#### **B. Lead on aspects of school improvement**

The person appointed will:

1. Provide leadership of English. Ensure English outcomes are exceptional.
2. Lead on the strategies for ensuring all learners are at or above their chronological reading ages.
3. Provide leadership capacity (in areas of need) so that both schools are outstanding.
4. Support the Executive Headteacher/CEO in training leaders and staff and develop leadership capacity across the schools. Develop leaders and staff to enable them to achieve high student outcomes and meet SATs ambition.
5. Be willing to undertake training in aspects of work that the candidate may be unfamiliar with.

#### **C. Lead on developing Quality Assurance**

The person appointed will:

1. With the Executive Headteacher/CEO design systems and processes of school improvement and compliance for the schools in SAT.
2. Specifically, design and implement systems and processes of quality assurance across the schools with a focus on the Quality of Education, Behaviour and Attitudes, Personal Development and Leadership and Management.
3. Ensure that the systems built are themselves reviewed and adapted to meet changing needs.

4. Be able to lead and quality assure the schools.
5. Work with the Executive Headteacher/CEO, Headteachers and senior leaders to develop exemplars and embed excellent practice. Work with the Executive Headteacher/CEO, Headteachers and Senior Leaders to effectively address any areas requiring development.
6. Ensure that upcoming statutory requirements are well understood, thoroughly considered, and implemented well ahead of time.
7. Bring about rapid improvements against national evaluative frameworks and milestones.
8. Work with external evaluators to ensure that the schools are fully compliant.
9. Provide leadership so that the schools continue to grow and thrive.

### **Qualifications & Experience**

We are looking for an experienced senior leader with a successful track record of school improvement and who ideally has:

- Qualified Teacher Status, Degree, further relevant professional studies.
- NPQH or relevant training.
- Values and vision that align with SAT.
- An understanding of what it takes to lead across a school(s).
- A track record of securing tangible organisational success and high student outcomes.
- A deep understanding of systems and processes to ensure that aspects of the Ofsted framework are exceptional.
- The technical ability and behavioural traits to lead and inspire the confidence of all stakeholders.
- Leadership in monitoring and evaluation.
- Thorough knowledge and understanding of current developments.
- Experience of developing a culture of learning and continuous improvement across the schools.
- Commitment to learning and leading with humility.

### **Safeguarding Information**

Sikh Academies Trust is committed to safeguarding and promoting the welfare of children and young people, as well as vulnerable adults, and expects all staff and volunteers to share this commitment. Successful applicants will be required to apply for Disclosure from the DBS.

The Trust actively promotes equality of opportunity with the right mix of talent, skills and potential and welcomes applications from a wide range of candidates, including those with criminal records. The Trust selects all candidates for employment based on their skills, qualifications and experience, in comparison against the person specification.