



Headteacher Candidate Information Pack



Barnes Infant Academy

*(in the process of joining
Vision Learning Trust)*





Dear Applicant,

Thank you for your interest in becoming Headteacher of Barnes Infant Academy, who are in the process of joining Vision Learning Trust.

The Trust, together with the Board of Barnes Infant Academy, are seeking to appoint a Headteacher to further develop and grow the success of the existing team. We are looking for a leader who is approachable and at the heart of our school community. As Headteacher you will take full responsibility for the leadership and management of Barnes Infant Academy working with the full support of the Trust.

Vision Learning Trust is a multi-academy trust in Sunderland that celebrates the uniqueness of Infant and Junior schools, and strives to provide an outstanding experience for all of its pupils by promoting collaboration and excellence in education. Barnes Infant Academy is a vibrant, diverse, multicultural Academy which complements the values and ethos of our Trust.

I look forward to receiving your completed application, and would encourage you to take the opportunity to visit the school, which prides itself on being an integral part of the community, striving to provide excellent teaching and learning in a beautiful historic building.

Visits to the school are most welcome and available on:

- Monday 3rd March 2025 at 4pm
- Thursday 13th March 2025 at 10am
- Tuesday 18th March 2025 at 4pm

Please contact the school office on (0191) 5251203 to confirm your attendance.

Thank you for your interest in our academy.

Yours faithfully,

D. Walker

David Walker

Chair of BAT Trust

C. Smith

Claire Smith

CEO—Vision Learning Trust



Job Title:	Headteacher
Location:	Barnes Infant Academy, Sunderland
Pay Range:	L17—L21
Start Date:	1st September 2025 or sooner if possible
Contract Type:	Permanent

We are seeking to appoint an outstanding leader to take our school forward. The successful candidate will have a strong sense of purpose and direction that will inspire staff and pupils.

Barnes Infant Academy is a vibrant, diverse, multicultural Academy which sits in the heart of Sunderland in Tyne and Wear. The Academy Trust Board and Vision Learning Trust are seeking to appoint a Headteacher who can lead a team to deliver a high quality, inclusive education in a safe and nurturing environment.

The Headteacher will be:

- An effective communicator with staff, parents/carers, and the wider community – someone who can face challenges and ensure that the best outcomes are achieved.
- Skilled in monitoring and evaluating standards of attainment, teaching, and learning and be able to create clear action plans to ensure that all children reach their highest potential.
- Able to lead an inclusive culture that promotes excellence, equality and high expectations of all staff and pupils and who understands the importance of providing broad and balanced opportunities to develop the whole child.
- An outstanding leader with a track record of professional and inspirational leadership and management, leading to high quality education, by effectively managing teaching and learning.

We can offer you:

- The opportunity to work in a diverse, multicultural Academy where diversity is celebrated.
- Enthusiastic, hardworking pupils who are eager to learn.
- A highly supportive Trust Board who value collaboration and professional development
- A committed staff team who works well together and who are keen to continue to provide the very best opportunities for children.

Barnes Infant Academy safeguards and protects its students and staff by being committed to respond in accordance with Sunderland Local Safeguarding Partnership Procedures. This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore will be subject to a criminal record check from the Disclosure and Barring Service.

Barnes Infant Academy is in the process of joining Vision Learning Trust.

Closing date:	12pm 21st March 2025
Shortlisting:	week commencing 24th March 2025
Interviews:	Monday 31st March 2025

Completed applications should be returned to Lauren Reeves, Chief Operating Officer, at info@visionlearningtrust.co.uk by the deadline stated above.



JOB DESCRIPTION

Job title:	Headteacher
Scale:	L17—L21
Job Location:	Barnes Infant Academy, Sunderland

Job Purpose: To provide professional leadership for the academy which secures its success and improvement, ensuring quality education for all and high standards of learning and achievement in line with the ethos of VLT

CORE PURPOSE:

- To fulfill all the requirements and duties as set out in the School Teachers' Pay and Conditions document relating to the Conditions of Employment
- To lead and manage the academy in full accordance with the policies determined by the Directors of VLT and the Local Governing Bodies and in conjunction with the CEO
- To promote and safeguard the welfare of children at all levels
- To secure the realisation of the educational vision of the Academy as determined by the Directors of VLT
- Create a high quality learning experience for the communities served by VLT academies and through its range of services.

KEY RESPONSIBILITIES:

Strategic Planning

- Working with the CEO and those responsible for governance to develop the strategic vision for the academy
- Ensure that the vision for the academy is implemented and is understood and acted upon by all
- Work to turn the vision into agreed objectives and operational plans which will promote and sustain school improvement
- Demonstrate the vision and the values of the VLT in everyday work and practice
- Motivate and work with others to maintain the shared culture and positive climate
- Ensure creativity, innovation and the use of appropriate new technologies and other resources to achieve excellence in the academy's curriculum
- Ensure that strategic planning takes account of the values of the VLT and meets the needs of the community served by the academy
- Manage change and new initiatives in line with the VLT vision, whilst retaining and building on the academy's existing strengths



Leadership of the Academy

- Organise and implement a broad, balanced and dynamic curriculum in line with the vision and values of VLT and which ensures differentiation and reflects the individual abilities and needs of all pupils
- Ensure a consistent and continuous academy-wide focus on pupils' achievement, using data and benchmarks to monitor progress in every child's learning
- Help to foster a culture and ethos of challenge and support where all pupils can achieve success and become engaged in their own learning
- Embed the VLT's philosophy of high expectations and aspirational targets for the academy
- Challenge any under-performance at all levels and ensure effective intervention where appropriate
- Ensure that effective learning is at the heart of all strategic planning and resource management
- Implement strategies which ensure high standards of behaviour and attendance
- Closely monitor, evaluate and review classroom practice and implement improvement strategies
- Provide the inspiration and motivation to the whole academy to maximise expectations and build success
- Take action to secure rigorous self-review which feeds into improvement planning
- Maintain and develop the welcoming, caring and inclusive environment of the academy and take responsibility for safeguarding the welfare of all the children
- In line with VLT's vision promote a successful and stimulating learning environment that raises achievement and ensures excellence
- To lead the academic, spiritual, moral, social, emotional and cultural welfare and development of the children at the academy
- To operate within the VLT's framework of accountability.

As Manager of the Academy

- Ensure that the academy is conducted in line with the values of VLT and in line with legal requirements
- Produce and implement clear improvement plans and policies for the development of the academy
- Recruit, retain and deploy staff appropriately and manage them in accordance with the scheme of delegation to achieve the vision and goals of the organisation
- Manage and organise the academy to ensure that it meets the needs of the curriculum, safeguarding requirements and health and safety expectations
- Take responsibility for the day-to-day management, control and organisation of the academy reflecting the policy of the organisation
- Use and integrate a range of technologies effectively and efficiently to manage the academy
- Motivate and lead the team of professionals within the academy
- Implement successful appraisal processes with all staff
- Ensure that the range, quality and use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all pupils and provide value for money
- Ensure the supervision, security and maintenance of buildings and grounds including the health and safety of all within the premises.



Accountability

- Providing appropriate information, advice and support to the Local Governing Body and Directors of VLT to enable it to meet its responsibilities
- Provision of comprehensive information to the CEO of VLT to enable them to fulfill their statutory responsibilities
- Ensuring that parents and pupils are well informed about the curriculum, attainment and progress, and about the contribution that they can make to achieving the academy's targets for improvement
- Ensuring that the academy meets all legal requirements in relation to equal opportunities legislation and that it is conducted in accordance with legal requirements
- Ensuring that the academy complies with all statutory requirements relating to the provision of education and other relevant legislation
- Develop a culture that enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes within the academy and across VLT
- Ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation
- Provide information and accurate accounts of the academy's performance
- Liaise and co-operate with partners on the discharge of Headteacher's functions and seeking advice where necessary.

Other

- Develop relationships to secure that the interests of VLT are actively promoted
- Secure that the vision, values and ethos of VLT are embedded and evident in the daily life of the academy
- Ensure that the academy's management and organisational structures are fit for purpose and facilitate continuous improvement
- To deploy all resources, including staff and financial resources, in such a way that the academy's education vision is delivered
- Maintain effective financial control, securing value for money
- Maintain effective management and administrative processes and procedures at all levels
- Ensure the sufficiency, suitability and maintenance of the academy's physical infrastructure
- To be proactive in engaging the community
- To undertake risk assessment as appropriate
- Uphold provision for the academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families
- Encourage close parental involvement in the day-to-day life of the academy and ensure that communication between the academy and home is effective
- Ensure a high standard of customer service to users of the academies
- To represent the academy at meetings or other events
- To carry out duties in accordance with full regard to the Trust's policies and procedures
- To undertake such other reasonable duties as may be required within the academy.



PERSON SPECIFICATION

MINIMUM ESSENTIAL CRITERIA

	Attribute	Assessment Method
Education / Training / Experience	Qualified Teacher Status (QTS)	AF / C
	Evidence of recent further professional qualifications	AF / C
	Experience as a Headteacher or Deputy Headteacher in a school for a minimum of 3 years	AF / R
	NPQH or working towards this qualification	AF
	Proven record of managing, promoting, monitoring and evaluating curriculum development and raising standards	AF / I
	Evidence of attendance at courses covering current curriculum and management issues and implementation	AF / I
	Evidence of planning, delivering and managing staff development, including appraisals	AF / I
Work Related Skills and Knowledge	Clear vision and understanding of the needs of all pupils including those with special education needs and disabilities	AF / I / T
	Detailed knowledge of the structure and content of EYFS and Key Stage 1 National Curriculum	AF / I / T
	Understanding and knowledge of current issues in education	AF / I / T
	Understanding of effective classroom practice and successful school improvement	AF / I / T
	Proven successful leadership and management skills	AF / I / T
	Experience of whole school curriculum management, including planning, delivery and assessment	AF / I / T
	Ability in administrative and budget management	AF / I
	Ability to use a range of strategies for promoting positive behaviour	AF / I / T
	Ability to analyse data and to set targets leading to improvements in all pupils' attainment and progress	AF / I / T
	Excellent interpersonal and communication skills	AF / I / T
	Ability to self-motivate and motivate children and staff	AF / I
Other Requirements	Flexibility to adapt to the many demands of the position	AF / I
	To have high expectations of achievement	AF / I / T
	Ability to manage and initiate change	AF / I / T
	Evidence of being able to sustain effective working relationships with children, staff, parents, governors and the wider community	AF / I
	Resilience to effectively manage difficult situations that may arise from time to time	AF / I / T
	A commitment to joining in the full life of the academy	AF / I
	Ability to communicate their vision of education within the school	AF / I / T
	Positive approach to solving problems	AF / I
	Ability to motivate all within the school community	AF / I
	Good ICT skills	AF

Key: AF – Application Form, C – Certificate, R – References, I – Interview, T - Task

About Vision Learning Trust

Vision Learning Trust is a multi-academy trust based in Sunderland consisting of Hill View Infant Academy and Hill View Junior Academy. Barnes Infant Academy are in the process of joining the trust.

Joining a successful Multi Academy Trust

The values of Vision Learning Trust are to create high performing schools who work in partnership to promote a co-operative working relationship between all staff, pupils, parents, directors and the wider community that results in a shared vision of excellence and high expectations of behaviour and academic standards.

Our main aims are:

- ♦ To provide a secure, caring, stimulating environment where everyone is valued and has the opportunity to achieve their potential
- ♦ To provide an education which will equip children to become responsible citizens and life-long learners
- ♦ To have high expectations of each other and all of our children both inside and outside of the school
- ♦ To create a school community where trust, collaboration and respect results in academic excellence
- ♦ To ensure inspiring and innovative teaching that is delivered through a broad, rich and challenging curriculum
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- ♦ To provide enhanced experiences for children to develop a love of learning
- ♦ To provide a great place to work, with freedom to innovate
- ♦ To value our staff and allow them to explore their passions
- ♦ To invest in the building, environment and resources
- ♦ To have a Scheme of Delegation enabling Local Governing Bodies of Good or Outstanding Schools to continue to lead and manage the school with a focus on pupils and the quality of the pupils' education
- ♦ To create opportunities for staff from different schools to work together to share best practice, develop the curriculum and moderate work, including shared CPD opportunities
- ♦ To have access to shared services and economies of scale