

Candidate Pack



**Elmridge
Primary School**

BRIGHT FUTURES EDUCATIONAL TRUST

Principal

Welcome from our CEO



Dear Applicant,

Thank you for your interest in Elmridge Primary School and Bright Futures Educational Trust.

Elmridge Primary School is a strong and successful school with an established reputation for high-quality provision and positive outcomes. We are now looking to appoint a dynamic, thoughtful and ambitious leader to the role of Principal who can build on these strong foundations and continue to develop the school in its next phase.

Bright Futures is a multi-academy trust currently comprising 11 academies in the North West. We also have a significant central infrastructure including finance, HR, estates, marketing and procurement functions, alongside the Bright Futures Professional Development Institute (PDI). The PDI brings together Teaching School Hubs, a Maths Hub, a SCITT (teacher training) and a substantial professional development offer. We are outward-facing and well-connected locally, regionally and nationally. We recognise our responsibility to provide leadership at school, Trust, sector and civic levels, and we know that we all benefit from the reciprocity of true collaboration.

We are now delivering an ambitious five-year Trust strategy, focused on strengthening educational excellence, developing our people and ensuring that all of our schools are able to thrive sustainably. This provides an exciting context for the continued development of Elmridge. Above all, we are passionate about improving the life chances of the children, families, colleagues and communities that we serve.

We are seeking a school leader with a strong track record; someone who not only believes that children can achieve extraordinary things, but who can lead a team to sustain high standards while continuing to innovate and improve. This role offers an experienced leader the opportunity to build on an already successful school, further enhancing its provision and reputation while ensuring that excellence is both secured and sustained over time.

Reporting directly to a member of the Executive Team, you will be supported both personally and professionally. We will ensure that you and your team have access to the expertise, development and school improvement support needed to continue to drive excellence.

The successful applicant will enjoy the full support and confidence of our Trust team, the school's staff and local governors. Leaders at Bright Futures are driven by a clear moral purpose. We lead with a careful balance of authority and humility, taking decisions with integrity and always keeping children at the heart of everything we do. We have a talented team of Principals and leaders who collaborate to share resources, best practice, overcome challenges and learn from one another. We share collective responsibility for all of our children and young people and have the highest ambitions for their futures.

Bright Futures was one of the first multi-academy trusts in the country. We have grown steadily across Trafford, Manchester and Blackpool, always seeking to work where we can make the greatest difference. We have taken on schools facing significant challenges and believe strongly that our leadership should extend beyond the Trust, contributing positively to the wider sector.

We hope that the information provided in this pack will help you to decide if you have the right qualities, skills and experience to apply for this role. If you feel that you have the vision, drive and energy to lead Elmridge Primary School, we would be delighted to hear from you. It is an exciting time to join Bright Futures.

I wish you every success with your application and look forward to meeting you.

Mrs Lisa Fathers OBE
Chief Executive Officer (Interim)

Overview of the role



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We're looking for an exceptional Principal to join us on our journey towards sustained excellence.

The Principal at Elmridge Primary School will provide the leadership required to achieve both the school's vision: 'unlocking potential, inspiring success, celebrating diversity' and the Trust's vision: 'the best for everyone, the best from everyone'.

We are looking for candidates who will lead collaboratively and who will strive for excellence, with the highest expectations to ensure high-quality experiences and excellent provision for all pupils.

We invite applications from outstanding leaders who have a desire to make a difference and have proven success within a school leadership role. You will be highly motivated, humble and passionate about making a difference to the lives of young people with the natural ability to inspire and motivate both pupils and peers.

As an exceptional teacher and experienced leader, you will make a significant contribution to the success and leadership of our school, working closely with Bright Futures' Executive Team and Elmridge Primary School's Senior Leadership Team to deliver excellence in education. As a Bright Futures leader, you'll join a brilliant, supportive network of primary, secondary and special schools with outstanding practice and access to some of the best professional development in the sector through our Teaching School Hubs.

The Principal will be a successful and experienced leader, able to enthuse, motivate and inspire children and staff, generating a love for learning at all levels and stages of life. You will also have demonstrated excellent leadership, management and communication skills in your present role. Good teamwork, high standards and a capacity for hard work will have been at the core of your success. You will be a creative thinker with an ability and determination to secure high-quality outcomes for all pupils. You will have an up-to-date understanding of pedagogical and behavioural research and theory, and you will have evidence of using this to improve your own practice, and the practice of others.

The school has entered an exciting time in its development and this opportunity is an important next step on the journey to excellence. This is an exceptional opportunity for an experienced senior leader to embark on a role, working in a high-functioning and effective team, committed to excellence and staff development and support.

Become a Trust Leader at Bright Futures Educational Trust

- ✓ You will have access to a high-quality Leadership Coach
- ✓ Opportunities to lead school improvement across the whole Trust
- ✓ Contribute to regular work through the Teaching School Hubs
- ✓ Deliver CPD across the Trust
- ✓ Contribute to Trust-wide strategies

Bright Futures



Bright Futures Educational Trust (The Trust) is a multi-academy trust set up in 2011. The Trust is made up of a richly diverse group of schools in Greater Manchester and Blackpool. We are passionate about working together within and beyond the Trust to achieve our aspirational vision: 'the best for everyone, the best from everyone'. We are an organisation that is underpinned by values of: Leadership, Integrity, Passion, Community, Equality and Resilience.

In everything we do, we remember that we are accountable to the children, families, and communities that we serve.

Leadership



Integrity



Passion



Community



Equality



Resilience



Acre Hall Primary School
BRIGHT FUTURES EDUCATIONAL TRUST



Altrincham Grammar School for Girls
BRIGHT FUTURES EDUCATIONAL TRUST



Barton Clough Primary School
BRIGHT FUTURES EDUCATIONAL TRUST



Cedar Mount Academy
BRIGHT FUTURES EDUCATIONAL TRUST



Elmridge Primary School
BRIGHT FUTURES EDUCATIONAL TRUST



Lime Tree Primary Academy
BRIGHT FUTURES EDUCATIONAL TRUST



Melland High School
BRIGHT FUTURES EDUCATIONAL TRUST



Marton Primary Academy and Nursery
BRIGHT FUTURES EDUCATIONAL TRUST



Rushbrook Primary Academy
BRIGHT FUTURES EDUCATIONAL TRUST



The Orchards
BRIGHT FUTURES EDUCATIONAL TRUST



Stanley Grove Primary Academy
BRIGHT FUTURES EDUCATIONAL TRUST

Our schools have their own identities, form one organisation and have one employer, Bright Futures Educational Trust. Bright Futures' Board of Trustees maintains strategic oversight of the Trust and delegates some of its responsibilities to the Executive Team, Principals and local governing bodies. We place a high value on integrity and probity and take seriously our accountabilities for making the best use of public money. How decisions are made is described in our delegation framework. You can find out more about the Trustees and the Executive Team on our website: [About Us - Bright Futures Educational Trust \(bright-futures.co.uk\)](http://bright-futures.co.uk)

The Central Team includes the Executive Team: Lisa Fathers, CEO (Interim); Anna Sharpley, Chief Finance & Operations Officer; Sarah Schollar, Director of Education (Interim) and Jayne Carmichael, Director of Professional Development.

The focus of these roles is to work with schools, providing high-quality and timely guidance, leadership, challenge, and support. In addition to the Executive Team, we have central operations for finance, communications and marketing, HR, educational psychology, and digital technologies. Please see our website brochure which explains our central operations: [Why-Join-Bright-Futures](#)

Professional Development Institute

Bright Futures Professional Development Institute is another important outward-facing component of our organisation.

Underneath this umbrella we have several hubs. [Bright Futures Training](#) which provides school improvement services and CPD to over 700 schools, a North West Maths' Hub [NW1 Maths Hub](#), providing mathematics training and coaching to 500 schools, and a SCITT (School Centred Initial Teacher Training) [Bright Futures SCITT](#), which is the largest in the North West. Within the Development Institute, Bright Futures also has two [Teaching School Hubs](#), serving Manchester, Stockport, Salford, and Trafford. [Bright Futures Send Outreach](#) is another service which we provide across the North West. We have also have an Early Years Stronger Practice Hub working across the North West [Bright Futures Early Years Hub](#).



Collaboration and strong relationships form one of the 'commitments' in our Strategy and all components of the Bright Futures' family work closely together. Our Strategy was developed collaboratively and can be found on our website: [Our Strategy](#).

Elmridge Vision and Values

Vision

“Unlocking potential, inspiring success, celebrating diversity”

Elmridge strives to ensure that all its pupils meet their full academic, social, emotional and physical potential through building solid foundations during this first chapter of their lifelong learning journey.

Our goal is to develop confident, understanding, global citizens with a love of learning and respect for each other and the world around them.

Values

At Elmridge, every individual is valued for who they are and what they contribute to the school. Values are intended to support the personal, social, spiritual and academic development of every pupil throughout the school. Reinforcing strong, relevant values will help pupils achieve their goals and become good citizens in the future.

At Elmridge our values are: Collaboration, Compassion and Challenge.

Our school is a fantastic place to work, going from strength to strength, and we are ambitious about our next steps. We are a team of staff and pupils who are working together relentlessly to ensure a strong education for our pupils. You will benefit from supportive colleagues, a strong leadership team with a range of experience, a supportive Trust, engaged parents and students; and a very warm and welcoming school.

We are open, supportive and flexible with high-quality CPD opportunities through our Teaching School Hubs and Professional Development Institute where we are able to harness the very practice.



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Why work for us?

We offer a great opportunity to join an organisation which really lives its values. Our working environment is very inclusive and whilst you can expect to be challenged in your role, you will be supported through professional learning, and treated fairly and with dignity and respect. Please see the Equality, Diversity, and Inclusion statement on our [website](#).

Terms and Conditions

| | |
|----------|--|
| Salary | Leadership Scale L13 - L17: £69,936 - £77,148 |
| Contract | Permanent |
| Pension | Teachers Pension Scheme |
| Location | Elmridge Primary School, Wilton Drive, Hale Barns, WA15 0JF |
| Other | We offer salary sacrifice schemes for purchasing bikes used for travel to work and technology for personal use, through monthly interest free salary deductions. We also offer opportunities for professional development. |



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A Great Place to Lead

At Bright Futures we offer endless opportunities to lead:

- Leadership coaching
- National Professional Qualifications (NPQ) and Early Career Framework (ECF) facilitation
- System leaders e.g., National Leaders of Education (NLEs)/Specialist Leaders of Education (SLEs)
- Involvement with school-to-school reviews
- Mentoring Early Career Teachers and trainee teachers
- Networks



How to apply

We can only accept completed application forms, rather than CVs. This is because the regulatory guidelines of Keeping Children Safe in Education (2021), require us to check various details of job applicants and an identical application format for each candidate enables us to do this. We use a process that does not identify personal characteristics to the shortlisting panel. This is part of our commitment to equality and diversity.

Our application form is available online, along with the disclosure of criminal background form. The portal link is: <https://mynewterm.com/school/Elmridge-Primary-School/138654>

Alternatively, you can click Apply Now on this role via the current vacancies page of our website.

Closing date: Monday 27 April 2026 at 9am

Keeping Children Safe in Education

Bright Futures Educational Trust is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974; pre-employment checks will be carried out and references will be sought for shortlisted candidates and successful candidates will be subject to an enhanced DBS check and other relevant checks with statutory bodies.

Data Privacy

You can read the details of how we use the personal data that you provide us with in our Job Applicants' privacy notice on our website: [Applicant Privacy Notice](#).

Job Description



Elmridge Primary School
Principal

Leadership pay range L13-L17 (£69,936 - £77,148)

The Principal of Elmridge Primary School will provide the leadership required to ensure 'the best for everyone, the best from everyone'. We are looking for candidates who will lead collaboratively and who will strive for excellence in their professional development and in making outstanding provision for all pupils.

The detail of the role description is contained below. This should be considered within the context of the high standards emphasised in the domains of the 2020 Headteacher Standards:

Key responsibilities:

The Principal will:

Lead on excellent progress, participation and achievement for all pupils equitably via a rich and diverse curriculum.

- Ensure that the school continues to improve and has the capacity for sustainable improvement in all aspects of the curriculum and wider offers
- Ensure that high-quality teaching and learning takes place consistently
- Ensure the continuing development of a rich and relevant curriculum and enrichment programme
- Make effective use of accurate data analysis to inform planning and support strategies to raise attainment, secure good progress and address underperformance of groups and individual pupils
- Ensure the school holds ambitious expectations for all pupils including those with additional and special educational needs and/or disabilities
- Forge collaborative networks within and beyond the school including with other Trust schools in a climate of mutual challenge and support
- Establish effective relationships with other schools and organisations, Teaching School Hubs and external partners such as the local authority and agencies to identify and maximise opportunities
- Ensure that attainment and progress targets are met and improvement is secured
- Ensure high-quality staff training and development successfully impacts on raising standards in teaching and learning
- Ensure the school works effectively in partnership with parents, carers and partner professionals, to identify the additional needs and special educational needs and disabilities of students, providing support and adaptation where appropriate
- Secure exemplary behaviour and attendance for all pupils and staff
- Ensure the school fulfils its statutory duties with regard to the SEND code of practice and subsequent statutory guidance

Job Description



Provide an environment where our people are valued

- Ensure that all staff are positively engaged, enjoy equitable treatment, are held to account, supported and challenged
- Nurture an environment where people's wellbeing and development are evident through compassionate leadership, behaviours, strategies and decision making
- Ensure an effective staffing structure, where accountabilities are clear and people are listened to, held to account, supported and developed
- Ensure that staff training and development is targeted to needs and measured to ensure that it positively impacts on teaching and learning standards
- Implement the Trust's people policies to ensure that people are recruited, managed, supported and developed appropriately and in accordance with our vision, mission, values and commitments
- Lead on health, wellbeing, workload, safeguarding and general safety across the school for pupils and staff, ensuring that a safe environment is experienced by all
- Ensure an environment that embraces equality, diversity, inclusion and social justice
- Ensure that there are open and transparent verbal and written communication strategies implemented with staff, pupils, parents, carers and the local community
- Maximise opportunities for staff afforded by being part of Bright Futures Educational Trust
- Be a visible presence for pupils, parents, carers and the local community and sustain effective and positive relationships
- Contribute to support programmes for pupils and staff that may include weekends and holiday periods

Ensure financial viability

- Plan for sustained financial viability enabling flexible investment in school improvement
- Contribute to the production of annual school budgets, for approval by the Trust Board, which enable high-quality teaching and learning and value for money
- Work closely with the Central Finance Team to monitor budgets throughout the year and hold budget holders to account for their expenditure
- Ensure all financial transactions undertaken by school staff, are in accordance with the Trust's finance handbook and financial control environment
- Proactively engage with external partners, the local community and colleagues to attract new pupils to the school

Embed robust governance through effective systems and processes

- Demonstrate understanding of the Trust's delegation framework, act in accordance with its parameters and unite behind all decisions
- Provide transparent and thorough reporting and updates to the school local governing body in order for them to challenge and hold the school to account and/or to make decisions
- Lead on the establishment of robust systems and processes across all areas of the school, ensuring that the impact can always be measured
- Ensure the protection and safety of pupils and staff through effective approaches to safeguarding, as part of the duty of care
- Identify, manage and mitigate against risks using the Trust's risk management framework

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Other general Senior Leadership responsibilities, behaviours and expectations

- Develop and maintain a culture of high expectations for self and others
- Contribute to improvements across the whole Trust
- Lead by example in all aspects of leadership consistently promoting the Trust's vision, values and commitments
- Commitment to the development of all staff as well as challenging underperformance at all levels and ensuring effective action and follow up at an appropriate pace
- Work to the 'Nolan Principles' of public life: Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty, Leadership
- A commitment to maintaining confidentiality and acting with discretion at all times
- Support and occasionally lead the development and maintenance of Trust-wide and school policies and practices to ensure consistent application
- A positive approach to challenges, which seeks solutions to problems and addresses difficulties with positivity and good humour

Bright Futures Educational Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Any successful applicant will be required to undertake an Enhanced Disclosure check by the Disclosure & Barring Service. This post is exempt from the Rehabilitation of Offenders Act 1974.

Person Specification



| Category | Essential | Desirable | Means of Identification |
|--|--|--|--|
| Qualifications, Education, Training | <ul style="list-style-type: none"> Degree and/or Qualified Teacher Status or equivalent Evidence of continuing professional development or further professional study | <ul style="list-style-type: none"> Post graduate qualification or professional qualification e.g. NPQSL/NPQH Designated Safeguarding Leader Trained | <p>Application</p> <p>Certificates</p> |
| Relevant Experience | <ul style="list-style-type: none"> Successful school leadership in a senior management role (Deputy/Vice Principal or higher) demonstrated through impact, outcomes and achievements Track record as a leader, of raising standards and achievement, demonstrated with outcomes Evidenced experience across the broad range of key responsibilities outlined in the job description | <ul style="list-style-type: none"> Experience of working as a leader in more than one setting Experience of working in schools that are Ofsted graded 'Good' or better | <p>Application</p> <p>Interview</p> <p>Tasks</p> <p>References</p> |
| Safeguarding | <ul style="list-style-type: none"> Commitment to demonstrating a responsibility for safeguarding and promoting the welfare of young people | <ul style="list-style-type: none"> Knowledge of 'Keeping Children Safe In Education' (KCSIE) and 'Meeting Digital and Technology Standards in Schools and Colleges' government guidelines | <p>Application</p> <p>Interview</p> <p>Task</p> |

| Category | Essential | Desirable | Means of Identification |
|--------------------------|---|-----------|---|
| Others | <ul style="list-style-type: none"> • A passionate commitment to develop the best in young people • A positive mindset focused on solutions • A commitment to further training and a willingness to participate in relevant CPD • Willingness to be engaged in partnership and community activities • Commitment to the vision and values of the Academy and the Trust • A positive approach to challenges, which seeks solutions to problems and addresses difficulties with cheerfulness and good humour • To be prepared to work flexibly, outside the usual Academy hours | | <p>Application</p> <p>Interview</p> <p>Tasks</p> <p>References</p> |
| Our Values | <ul style="list-style-type: none"> • Leadership • Integrity • Community • Passion • Equality • Resilience | | <p>Interview</p> <p>Tasks</p> |
| Pre-Employment Screening | <ul style="list-style-type: none"> • Enhanced DBS check • Two satisfactory employment references, from the last two employers • Evidence of the right to work in the UK • Online screening • ID checks | | <p>Online DBS check</p> <p>References deemed suitable by Bright Futures Educational Trust</p> <p>Passport or other evidence allowed by UK Home Office</p> |