

HEADTEACHER, THE GROVE PRIMARY SCHOOL

**MOWBRAY
EDUCATION TRUST**

SECTION ONE

*Welcome from the
CEO*

SECTION TWO

*About Mowbray
Education Trust*

SECTION THREE

*Welcome to The Grove
(Director of Education)*

SECTION FOUR

Role Overview

SECTION FIVE

Person Specification

SECTION SIX

*Application and
Interview Process*



Children First

Section 1: Welcome from the CEO

I am delighted to welcome you to the Mowbray Education Trust, a family of schools where, every day, we are driven by a shared commitment to put children first, raise standards and transform lives. As the CEO of the Trust, I am immensely proud of the work we do and the positive impact we have on the communities we serve.

We are a Multi-Academy Trust (MAT) serving the interests of over 3,300 young people, with a dedicated team of over 535 staff members. We believe that education should not only be accessible but also relatable, and that is why we are so proud to be an integral part of our local communities.

We also recognise the importance of equipping our entire community, from pupils to staff and stakeholders, with the skills, knowledge, and character to be resilient and ambitious in the face of the many challenges that the education sector, our community, and young people across the country are currently facing. Our vision, to be an inclusive community where every child thrives, and our values of Inclusivity, Aspiration, and Collaboration guide everything we do and underpin this work. It is our moral duty and responsibility to acknowledge and address these challenges, and to role-model the personal leadership and courageous teamwork required to strive for the greater good.

Thank you for your interest in the Mowbray Education Trust, and I look forward to seeing what we can achieve together.



Louise Lee
Chief Executive Officer
Mowbray Education Trust



Section 2: About Mowbray Education Trust

Mowbray Education Trust is a family of schools dedicated to providing children with a first-class education. As a Multi-Academy Trust (MAT) based in Leicestershire and reaching far beyond, we support pupils throughout their education journey, equipping them with the skills and knowledge to thrive and make a positive impact on society. Across the Trust, we have over 535 staff in total, 201 of whom are teachers, and just over 3,300 pupils.

Moreover, we recognise that the best way to support our pupils is to empower the adults who work with them. That's why we are committed to creating an environment where our staff can flourish, enabling them to make a meaningful difference in the lives of the children entrusted to our care.

We are proud to be part of a vibrant education community and welcome the opportunity to collaborate with parents, local organisations, and other stakeholders. Together, we can make a lasting difference in the lives of the young people we serve.

At the heart of our work is our vision: *to be an inclusive community where every child thrives, every voice matters, and together we shape a kind, ambitious and resilient future.* This vision underpins our commitment to delivering first-class teaching and learning with integrity, ensuring that every young person, regardless of background or ability, receives the education they deserve.

Our values of Inclusivity, Aspiration and Collaboration guide everything we do.



These shared values ensure we hold one another to account and continue to deliver an outstanding education experience for all.

For further information about our individual schools, please follow this link: <https://www.mowbrayeducation.org/>.

Our Location

Melton Mowbray and Shepshed are both thriving market towns surrounded by beautiful villages in the Leicestershire countryside. They are centrally located and exceptionally well connected. Both are easily accessible, just half an hour away from the cities of Nottingham and Leicester, with Loughborough and Derby also within a commutable distance.

The Borough of Melton is famous for being the 'rural capital of food' with employers such as Samworth Brothers and Mars and many annual popular events including the National Pie Awards and regular food markets. As a rapidly expanding town, Melton is seeing an increasing population from the current 52,000 with 17% of the population being under 16.

Shepshed is situated in the Borough of Charnwood, with quick access to open countryside, including areas of park land as well as convenient access to the M1 motorway. As a small town, Shepshed has good amenities, some of which (such as the swimming pool) are centred on the Iveshead campus and will soon see significant investment made into its infrastructure. Shepshed has a current population of approximately 15,000 but like Melton is growing as new houses are built.



Trust Employee Benefits

- High quality continuous professional development
- Career progression opportunities within the Trust
- Occupational sick pay, maternity and paternity pay
- Access to the generous Local Government Pension Scheme
- Cycle to Work Scheme
- Free Eye Care Scheme
- Employee Assistance Programme
- Accessible central services including HR, Finance and IT

Section 3: Welcome from the Director of Education

The Grove School is one of six primary schools within the Mowbray Education Trust. Nestled in the heart of the market town of Melton Mowbray, we are proud to be a one-form-entry school that is fully inclusive, nurturing, and welcoming to all.

At The Grove, we set high expectations for every child, supported by a strong and thoughtfully designed teaching framework. The recent academic success reflects the dedication of staff and pupils, with national data outcomes continuing to rise. We are incredibly proud of the progress all children make and of the whole-school commitment to excellence.

The school has a warm, supportive community ethos, rooted in the vision of developing lifelong learners. We aim to open doors to new skills, opportunities, and possibilities for every child. A love of reading is central to life at The Grove; we introduce pupils to a rich range of literature, classic and contemporary, fiction and non-fiction, because we believe that stories help children explore the world. The motto, *“Explore the World Through Words,”* is lived daily by our pupils and staff alike.

The Grove is housed in a building full of character, complemented by exceptional resources. Our spacious school grounds include a large playing field, a sports court, and a newly developed Forest School area. Indoors, children enjoy access to two well-stocked libraries and a practical science room, spaces designed to inspire curiosity and creativity.

Our pupils are encouraged, celebrated, and supported so they can feel confident, capable, and ready to succeed. We want every child to set ambitious goals and to believe wholeheartedly in their potential. The values that are carefully embedded throughout school life help our children to grow into thoughtful, resilient, and brilliant young people, qualities they carry with them long after their time at The Grove.

We know that children learn best when they feel happy and secure. That’s why emotional wellbeing is a vital priority. There is strong pastoral support to help pupils develop the emotional skills they need to thrive now and in the future.

The most recent Ofsted inspection captured the essence of The Grove beautifully, noting:

“Members of the school community are justifiably proud of their belief, which states: ‘everyone’s welcome’. Pupils say that they feel happy and safe at school because the teachers are kind and help them learn. Parents and staff speak very warmly about the many improvements that have taken place at the school. Parents say that the school is now a ‘great choice’ for their children’s education.”

The Grove enjoys a strong relationship with Oasis Nursery, located on the same site. Regular links and shared activities ensure that children and pupils mix, play, and learn together, building a seamless sense of community from the earliest years onward.

The Grove School is a vibrant, caring, and inspiring place where children flourish both academically and personally. We look forward to welcoming you to our Trust and to meeting the next Headteacher who will help us continue this exciting journey.

Ian Toon
Director of Education
Mowbray Education Trust



www.meltongrove.org

The Grove Primary School

Asfordby Road
Melton Mowbray
Leicestershire
LE13 0HN

Tel: 01664 562554

Section 4: Role Overview

Job title: Headteacher

Salary: L11 – 16 (£63,815- £72,162)

Contract type: Full-time, Permanent

Reporting to: Director of Education

Job Purpose

The postholder should consider the following as main objectives of their role to:

- Communicate compellingly, the Trust's vision, hold and articulate clear core values and moral purpose, providing consistently high-quality, professional leadership for the school, through creating a culture and ethos based on mutual respect and high expectations.
- Work closely with the Trust and Headteacher team to ensure that through effective collaboration, all the schools in the Trust thrive.
- Continue the drive for The Grove School to provide for the holistic development of the individual students that attend alongside fulfilling our important role in the community as a whole.
- Ensure an environment for learning that empowers both staff and students to achieve their highest potential.
- Formulate the aims and objectives of the school in line with Trust priorities and provide overall strategic leadership that will secure continuing success and sustained improvement.
- Implement Trust policies for achieving these aims and objectives and manage staff and resources to that end.
- Monitor progress towards the achievement of the Trust and school's aims and objectives, ensuring the highest quality of education for all students, with excellence for all and in all that we do.
- Support the Executive Team in the strategic development of the Trust by securing the strength of The Grove Primary School to be the foundation upon which future trust growth can be successfully and sustainably achieved.

The postholder will deliver on these by:

- Leading by example; modelling best practice regarding professional conduct, workload and personal development to be a role model for all in our community.
- Taking ultimate responsibility for creating a productive, caring and inclusive learning environment, and for the management, organisation and administration of the school.
- Undertaking the professional duties of a Headteacher, as set out in the National Standards of Excellence for Head Teachers, which focus on the principal dimensions detailed below.

Key aspects of the role include:

- Being a member of the Mowbray Education Trust leadership team, implementing the shared vision of the Trust at school level.

- Being able to create a culture of continuous improvement, implementing effective systems and securing high levels of professional standards in order to attain excellence in every aspect of the school's provision.
- Support the Executive Team in the future strategic development of the Trust.

Legal Requirements

The Headteacher is required to carry out all the statutory duties and professional responsibilities in the contractual framework, Part 7 of the School Teachers' Pay and Conditions Document.

Ethics and Professional Conduct

The Headteacher of The Grove Primary School is expected to demonstrate consistently high standards of principled and professional conduct. They are expected to meet the teachers' standards and be responsible for providing the conditions in which all of our teachers can fulfil them.

Our Headteacher must always uphold and demonstrate the Seven Principles of Public Life. Known as the Nolan principles, these form the basis of the ethical standards expected of public office holders:

- selflessness
- integrity
- objectivity
- accountability
- openness
- honesty
- leadership

The Headteacher will:

- build relationships rooted in mutual respect, and at all times observe proper boundaries appropriate to their professional position.
- show tolerance of and respect for the rights of others, recognising differences and respecting cultural diversity within contemporary Britain.
- uphold fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs.
- ensure that personal beliefs are not expressed in ways which exploit their position, students' vulnerability or might lead students to break the law.

As leader of our school community, the Headteacher of The Grove Primary School will:

- serve in the best interests of the school's students.
- conduct themselves in a manner compatible with their influential position in society by behaving ethically, fulfilling their professional responsibilities and modelling the behaviour of a good citizen.
- uphold their obligation to give account and accept responsibility.
- know, understand, and act within the statutory frameworks which set out their professional duties and responsibilities.
- take responsibility for their own continued professional development, engaging critically with educational research.

- make a positive contribution to the wider education system.

Whilst operating consistently within our stated expectations relating to ethics and professional conduct, we expect the Headteacher of The Grove Primary School to meet the standards as laid out on the pages that follow. Our Headteacher, like all of our teachers, is expected to meet the teachers' standards. The standards shared below articulate how our Headteacher will continue to meet these standards and the significant additional responsibilities of leading our institution. These combined standards and expectations relate to:

1. School Culture
2. Teaching
3. Curriculum and Assessment
4. Behaviour
5. Additional and Special Educational Needs
6. Professional Development
7. Organisational Management
8. School Improvement
9. Working in Partnership
10. Governance and Accountability
11. Mowbray Education Trust

1. School Culture

The postholder will:

- establish and sustain the school's ethos and strategic direction in partnership with the Trust leadership and Executive Teams.
- create a culture where students experience a positive and enriching school life and have a sense of belonging in the school community.
- uphold ambitious educational standards which prepare students from all backgrounds for their next phase of education and life
- promote positive and respectful relationships across the school community and a safe, orderly, caring and inclusive environment.
- ensure a culture of high staff professionalism.

2. Teaching

The postholder will work with the Trust leadership team to:

- establish and sustain a Mowbray Education Trust model for high-quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how students learn
- ensure teaching is underpinned by high levels of subject expertise and approaches which respect the distinct nature of subject disciplines or specialist domains.
- ensure effective use is made of formative assessment.

3. Curriculum and Assessment

The postholder will work with the Trust school improvement team to:

- ensure a broad, structured and coherent curriculum entitlement which sets out the knowledge, skills and values that will be taught and is dynamic and responsive to community needs.
- establish effective curricular leadership, developing subject leaders with high levels of relevant expertise with access to Trust collaboration opportunities, including professional networks and communities.
- ensure valid, reliable and proportionate approaches are used when assessing students' knowledge and understanding of the curriculum.

4. Behaviour

The postholder will:

- establish and sustain high expectations of behaviour for all students in line with Trust policy, built upon relationships, rules and routines, which are understood clearly by all staff and students.
- ensure high standards of student behaviour and courteous conduct.
- implement consistent, fair and respectful approaches to managing behaviour.
- ensure that the adults within the school model and teach the behaviour of a good citizen.

5. Additional and Special Educational Needs and Disabilities

The postholder will:

- ensure the school holds ambitious expectations for all students with additional and Special Educational Needs and disabilities.
- establish and sustain culture and practices that enable students to access the curriculum and learn effectively.
- ensure the school works effectively in partnership with parents, carers and professionals, to identify the additional needs and Special Educational Needs and disabilities of students, providing support and adaptation where appropriate.
- ensure the school fulfils its statutory duties with regard to the SEND code of practice.

6. Professional Development

The postholder will:

- ensure staff have access to high-quality, sustained professional development opportunities, aligned to balance the priorities of whole-school improvement, team and individual needs.
- prioritise the professional development of staff, ensuring effective planning, delivery and evaluation which is consistent with the approaches laid out in the standard for teachers' professional development.
- ensure that professional development opportunities draw on expert provision from the Trust and beyond, including nationally recognised programmes to build capacity and support succession planning.
- contribute to the design and delivery of the Trust professional development offer.

7. Organisational Management

The postholder will:

- ensure the protection and safety of students and staff through effective approaches to safeguarding in line with Trust policy.
- work with the Trust CFOO and Deputy CFO to prioritise and allocate financial resources appropriately, ensuring efficiency, effectiveness and probity in the use of public funds.
- ensure staff are deployed and managed well with due attention paid to workload.
- work with the Trust operations team to establish and oversee systems, processes and policies that enable the school to operate effectively and efficiently.
- work with the Trust estates manager to ensure that the school grounds, buildings and facilities are effectively maintained and managed to provide optimal experiences for our students and the community members that access them.
- ensure rigorous approaches to identifying, managing and mitigating risk in line with Trust policy.

8. Continuous School Improvement

The postholder will work with the Trust's Director of Education to:

- implement processes of evaluation to identify and analyse complex or persistent problems and barriers which limit school effectiveness, and identify priority areas for improvement.
- develop appropriate evidence-informed strategies for improvement as part of well-targeted plans which are realistic, timely, appropriately sequenced and suited to the school's context.
- ensure careful and effective implementation of improvement strategies, which lead to sustained school improvement over time.

9. Working in Partnership

The postholder will:

- work collaboratively as part of the wider Trust, with the understanding that it is one organisation working in partnership to achieve the best outcomes for all students.
- create and maintain effective partnership with parents, carers and the local community to ensure The Grove Primary School continues to be outward-facing.
- engage with external stakeholders and be an outward face for The Grove Primary School and the Mowbray Trust, building the reputation locally and nationally.
- consistently demonstrate and promote the values of the Trust.

10. Governance and Accountability

The postholder will:

- take accountability for the overall success and performance of The Grove Primary School and take shared accountability for the success and performance of all settings in the Trust.
- be accountable to the CEO and Trust Board for the overall success and performance of The Grove Primary School.
- contribute to governance committees as is required.
- ensure that staff know and understand their professional responsibilities and are held to account.

- work with the Director of Education to ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties.

11. Mowbray Education Trust

The postholder will:

- contribute to the overall aims and values of the academy and Trust, appreciate and support the roles of other members of the wider team and attend and participate in relevant meetings as required.
- comply with all academy and Trust policies and procedures including child protection, safeguarding, health, safety, welfare, security, confidentiality and data protection, reporting any concerns to the appropriate person.
- safeguard and promote the welfare of children for whom you have responsibility, or come into contact, including adhering to all specified procedures.
- promote and adhere to principles underpinning equalities in terms of employment and service delivery to ensure that colleagues are treated, and services delivered, in a fair and consistent manner.

Note:

The post holder will adopt flexible working methods to meet the changing needs of the school and Trust. The post holder may be required to carry out other duties and responsibilities in keeping with the nature of this post as directed by, and agreed with, the Director of Education. Whilst every effort has been made to outline all the duties and responsibilities of the post, this document does not specify every item in detail.

Section 5: Person Specification

Aptitudes, qualities and values:	Essential	Desirable
A willingness and ability to fully support the vision and values of the Trust.	✓	
High personal standards of integrity and probity.	✓	
Enthusiasm, vision, drive, adaptability and resilience.	✓	
Be confident, positive and approachable.	✓	
Be able to secure the loyalty and confidence of students, staff, parents/carers, Governors and others.	✓	
Have consideration of the views of others.	✓	
Advocate a sound educational philosophy with the ability to translate into practice.	✓	
Ability to create a learning culture within the organisation which is recognised by staff, students, parents and carers.	✓	
Commitment to personal development.	✓	
Be able to understand and develop your own emotional intelligence.	✓	
Strong commitment to raising standards.	✓	
Ability to remain positive and enthusiastic, including when under pressure.	✓	
Qualifications, knowledge, skills and experience		
Qualified teacher status for England (or equivalent).	✓	
Relevant degree (or equivalent).	✓	
NPQH or further professional qualification.		✓
Recent, relevant professional learning and development.	✓	
Demonstrable success in raising standards and meeting challenging targets.	✓	
Excellent oral and written communication skills with an ability to negotiate at all levels.	✓	
Be E-confident and able to understand and sell the benefits of ICT and future technology in an education context.	✓	
Ability to set appropriate targets for the improvement of Academy performance and how to establish, monitor and evaluate an action plan in relation to those targets.	✓	
Ability to interpret and implement new legislation, policies and directives.	✓	
Ability to analyse information from a wide variety of sources and solve complex problems.	✓	

Ability to demonstrate sound leadership in managing transition between key stages for students across the Academy and with partner schools and academies.	✓	
Ability to provide clear educational vision and direction.	✓	
Ability to work in partnership with senior leaders and governors.	✓	
Ability to analyse and use pupil data on attainment and progress to raise standards.	✓	
Secure knowledge of statutory requirements relating to curriculum and assessment.	✓	
Knowledge and understanding of the OFSTED statutory inspection framework.	✓	
Evidence of sustained impact as a Headteacher, Head of School / Deputy Headteacher or senior education leader within the primary sector.	✓	
Experience of developing a highly exciting and innovative curriculum which is personalised to the needs of the whole student.	✓	
Experience of managing, developing, inspiring and motivating staff.	✓	
A proven track record of managing change quickly and effectively to deliver transformational and cultural improvements.	✓	
Experience of presenting high quality, strategic information to Governors and supporting their role as a 'critical friend'.	✓	
Experience of data analysis and the identification of where intervention is required to ensure that students of all levels of ability achieve their full potential and beyond.	✓	
Successful experience of monitoring, evaluating and improving the quality of teaching and learning.	✓	
Experience of budgetary management at the whole-school level.		✓
Experience of leading curriculum innovation.	✓	
Understanding of what excellence looks like within educational leadership, management, teaching and learning.	✓	
Evidence of successfully operating at both strategic and operational levels.	✓	
Safeguarding and promoting the welfare of students		
Appropriate motivation to work with children and young people.	✓	
Ability to maintain appropriate relationships and personal boundaries with children and young people.	✓	
Emotional resilience in working with challenging behaviour and appropriate attitudes to the use of authority and maintaining discipline.	✓	
Committed to the Mowbray Education Trust values and aims.	✓	

Section 6: Application and Interview Process

Please contact Ian Toon, Director of Education, on the below details if you would like to have an initial discussion about the role.

E: futuretalent@mowbrayeducation.org

Visits to the school are warmly welcomed on Thursday 16th April or on the afternoon of Wednesday 22nd April. Please contact us to arrange. If these dates and times aren't convenient please contact us and we can arrange an alternative.

Closing Date: 9:00am, Friday 24th April

Selection process: Wednesday 29th April and Thursday 30th April

Mowbray Education Trust reserves the right to close adverts early if sufficient applications are received.

Mowbray Education Trust embraces and welcomes diversity and equality.

Mowbray Education Trust is committed to safeguarding and promoting the welfare of its pupils and expects all those working within the Trust to share this commitment. All roles are subject to full pre-employment safeguarding checks, including an Enhanced DBS with Barred List check.

Mowbray Education Trust - Children First