

Chief Executive Officer

Recruitment Information for Candidates



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Letter from Chair

Dear Candidate,

Thank you for your interest in the role of Chief Executive Officer at Basildon Academies Trust. I hope the information provided within this recruitment pack gives you a clear understanding of our Trust, our ambitions, and the exciting opportunity this role presents.

This vacancy arises following the planned retirement of our long-standing Chief Executive Officer. As we look to the future, we are seeking a successor who can build upon our strong foundations whilst leading the Trust into its next phase of development.

The appointment of a Chief Executive Officer is one of the most significant responsibilities of the Board of Trustees. We are seeking an exceptional leader who shares our unwavering commitment to improving the life chances of every young person we serve. We require someone who can recognise and build upon the Trust's many strengths whilst bringing fresh thinking, strategic vision, and inspirational leadership.

Basildon Academies Trust has grown significantly since 2020, with rising student numbers and an expanding workforce reflecting the success of our schools. Supported by over £7 million of CIF investment, we have created outstanding learning environments and specialist facilities that provide a strong foundation for our next phase of growth. This investment provides a strong platform for the Trust's next phase of growth and development.

Basildon Academies Trust is a successful and ambitious organisation with a strong reputation for delivering high-quality education and supporting our communities. We are proud of the progress we have made and of the positive difference our schools make to the lives of thousands of young people and their families. Our academies are united by a shared set of values, a commitment to excellence, and a belief that every student deserves the very best opportunities to succeed academically, personally, and professionally.

As a Trust, we place great importance on raising aspirations, removing barriers to success, and ensuring that all students, regardless of background, can realise their potential.

Our vision of "**Success Beyond Circumstance**" is rooted in the belief that every young person can achieve, regardless of their starting point. Central to this vision is our commitment to ensuring that students attend, engage, and succeed in school every day. We achieve this through a coherent, Trust-wide approach built on high-quality teaching, a strong culture for learning, inclusive and relational practice, and the early identification of need and intervention.

Inclusion is at the heart of Basildon Academies Trust. We are committed to creating environments where every child feels safe, known, valued, and able to succeed. Through ambitious expectations, adaptive teaching, strong relationships, and targeted support, we work to remove barriers and ensure that all learners, particularly those who are disadvantaged or have SEND, can fully participate, achieve, and thrive.

Reflecting our commitment to *Success Beyond Circumstance*, we have invested significantly in inclusive provision through **Engage**, our in-house enhanced provision centre; **Bridge**, our specialist SEND provision centres; and **Evolve**, a Local Authority-funded partnership delivering enhanced cross-phase support for vulnerable young people across the local area. Together, these provisions exemplify our determination to remove barriers, raise aspirations, and ensure every child has the opportunity to succeed.

Our next Chief Executive Officer will play a pivotal role in further embedding this vision and leading its continued impact across our academies.

As a Trust, we place great importance on raising aspirations, removing barriers to success, and ensuring that all students, regardless of background, are able to realise their potential. Our next Chief Executive Officer will play a pivotal role in leading this mission, working closely with Trustees, executive leaders, staff, students, and the wider community.

We encourage prospective candidates to learn more about Basildon Academies Trust through our website and would be pleased to arrange informal discussions or visits to help you gain a deeper understanding of our work, culture, and aspirations. Further details regarding the recruitment process, assessment activities, and interview arrangements are provided within this pack.

I appreciate the considerable time and thought that goes into preparing an application for a role of this significance and thank you in advance for your interest in joining our Trust.

Should you require any further information, please do not hesitate to contact us.

I look forward to receiving your application and wish you every success throughout the recruitment process.

Yours sincerely,

Deirdre O'Donoghue



The Basildon Academies are two state of the art Academies based in Essex, just 35 minutes from London and approximately 1 mile apart. We are unique in the way the academies are set up with The Lower Academy specialising in the teaching of our students aged 11-14 whilst the Upper Academy specialises in our 14-19 year old students.

The Lower Academy is focussed upon developing the whole child; our curriculum has been developed to enable our students to develop their knowledge, understanding and skills so that they will become lifelong learners. This includes opportunities for linguistic, mathematical, scientific, technical, human, social, physical and artistic learning so that students make progress in a wide range of subjects. The Lower Academy offers a supportive and nurturing environment to allow our students to find their adult feet as they become fully prepared for their transition to the Upper Academy.



The Upper Academy is focussed upon creating the best environment and conditions for all students to fully achieve their true potential, make at least expected progress and attain the very best grades they can in their final exams. The range of courses on offer allows students to become specialised in their favourite target areas and at the same time retain the very strong focus upon gaining good qualifications in maths, English and science at GCSE level.



Our strong Sixth Form is a major part of the Upper Academy with the structure modelling itself on developing independent learning skills like those seen in universities which allows students to continue their studies in their specialist subject areas. Students are very much encouraged to become mature adults being engaged in many aspects of the life of the academy which further develops those much needed skills to go on into university or the world of work.

Enhanced Provisions

At the Basildon Academies Trust (BAT), we have a fully inclusive ethos. We run our own in-house Enhanced Provisions to provide SEMH and SEN support for young people in line with Trauma Perceptive Practice principles.

All students in the provisions have access to a key worker who will be responsible for their journey on the EP pathway. Where curriculum content is being delivered and One Planning suggests it is time for mainstream transition, EP students will have access to high-quality teaching via subject specialists. This may be in the EP or in mainstream classrooms.



Evolve:

The Basildon Academies is proud to host Evolve, a KS3 partnership provision for students with Social, Emotional and Mental Health (SEMH) needs.

Evolve provides early intervention and targeted support for young people who may find the transition from KS2 to KS3 challenging. Our aim is to offer a nurturing, therapeutic environment where students can overcome barriers, build resilience, increase confidence and successfully re-engage with their education.

Our provision is underpinned by the values of the Essex Approach to understanding behaviour and supporting emotional wellbeing, known as Trauma Perceptive Practice (TPP):

- Compassion and Kindness
- Hope
- Connection and Belonging

We recognise that behaviour is a form of communication and place each young person's mental health, wellbeing and individual needs at the centre of our work.

Bridge:

The Bridge is a specialist SEND provision within The Basildon Academies, supporting students across year groups with Autism Spectrum Disorder (ASD), Moderate Learning Difficulties (MLD) and associated needs to successfully navigate a mainstream secondary school environment.

The Bridge provides a smaller, structured and predictable environment where students can access an appropriately adapted curriculum while developing the confidence, communication and independence needed to participate in wider school life.

Students benefit from consistent routines, strong relationships, reduced transitions and targeted support, alongside opportunities to access mainstream lessons and activities where appropriate.

Our aim is for every Bridge student to learn, belong and succeed as part of the wider Academy community.

Engage 14-19:

The Engage 14-19 Pathway is a specialist vocational learning programme designed for students who benefit from a more personalised and adaptable approach to education. The pathway provides learners with the opportunity to develop essential academic, vocational and personal skills in preparation for further education, employment and adulthood.

A strong emphasis is placed on achieving success in English Language and Mathematics, with qualifications tailored to individual starting points and future aspirations. Learners can build upon their skills through Entry Level qualifications, Functional Skills and GCSE courses, ensuring that everyone is able to access an appropriate and meaningful curriculum.

Alongside core subjects, students study a range of vocational courses delivered through BTEC Level 1 and Level 2 qualifications. Learners are supported in following a timetable that reflects their interests, strengths and intended career pathways, helping them to prepare for their next steps in education, training or employment after Year 11.



Our Growth Strategy

Our Ambition

Basildon Academies Trust exists to create and grow inclusive, cross-phase academies that provide equality of opportunity and enable every young person to achieve academic excellence. Central to this ambition is our vision of Success Beyond Circumstance: the belief that a child's background or starting point should never limit their future success.

Strategic Direction

The Trust's strategy is focused on delivering outstanding educational outcomes whilst pursuing sustainable growth. Our priorities include maintaining high-quality, inclusive education, developing specialist pathways for vulnerable learners, strengthening careers education, investing in people and leadership, supporting wellbeing and personal development, and ensuring financial and operational sustainability.

Inclusion and Specialist Provision

Inclusion sits at the heart of the Trust's strategy. We have invested significantly in specialist provision through Engage, our enhanced provision centre, Bridge, our SEND provision centres, and Evolve, a Local Authority-funded partnership supporting vulnerable children and young people across the wider community. These services demonstrate our commitment to removing barriers, increasing capacity, and ensuring all learners can thrive.

Growth and Sustainability

The Trust has experienced significant growth in recent years, with increasing student numbers, a growing workforce, and substantial investment in facilities and infrastructure. Looking ahead, we will continue to expand educational pathways, strengthen strategic partnerships, grow specialist provision, secure further capital investment, and develop the organisational capacity required to support long-term growth.

Since 2020, the Trust has achieved significant growth in student enrolment and staffing, secured over £7 million in capital investment, strengthened specialist inclusion services, and established a clear improvement framework that aligns teaching, culture, attendance, and wellbeing. Together, these developments have created a strong foundation for the Trust's next phase of growth and its continued mission to ensure every young person achieves Success Beyond Circumstance.



Our Improvement Strategy

Our Vision

To create and grow inclusive, cross-phase and key-stage academies that provide equality of opportunity for young people to achieve academic excellence.

Our vision of Success Beyond Circumstance is rooted in the belief that every young person can achieve, regardless of their background, starting point, or individual challenges. We are committed to raising aspirations, removing barriers, and ensuring every student attends, engages, and succeeds.

Strategic Priorities

We will achieve our vision through eight strategic priorities:

- Delivering high-quality, inclusive education across all academies.
- Growing our Trust and developing specialist pathways that support vulnerable children and young people.
- Providing outstanding careers education that leads to positive destinations.
- Ensuring effective executive leadership, governance, and accountability.
- Delivering a broad, balanced, and ambitious curriculum enriched by cultural capital opportunities.
- Promoting wellbeing, enrichment, attendance, participation, and personal development.
- Maintaining financial sustainability whilst supporting growth and capital investment.
- Investing in our people by developing future leaders, specialists, and a culture of wellbeing.

Our vision is to create and grow inclusive, cross-phase academies that combine academic excellence with high levels of aspiration, inclusion, and support. This is delivered through eight strategic priorities focused on educational excellence, inclusion, growth, careers, wellbeing, leadership, governance, sustainability, and investment in people.

At the heart of our improvement strategy is the Success Beyond Circumstance Framework, built around three interconnected pillars:

- **Great Teaching** - ensuring every learner can access and succeed in an ambitious curriculum through high-quality teaching, adaptive practice, and consistently high expectations.
- **A Culture for Learning** - creating safe, inclusive environments where strong relationships, clear expectations, and a sense of belonging enable students to thrive.
- **Being Here Every Day** - improving attendance, participation, and engagement through early intervention, family partnership, enrichment, and targeted support.

Inclusion is central to our approach. Through specialist provision including Engage, Bridge, and Evolve, we are investing in innovative pathways and partnerships that provide enhanced support for vulnerable learners and those with additional needs.

Alongside school improvement, the Trust is committed to sustainable growth through expanded provision, strategic partnerships, investment in people and facilities, and a continued focus on financial resilience. Supported by a robust quality assurance framework based on Earned Autonomy, our academies benefit from strong leadership, governance, accountability, and support.

Together, these elements provide a clear and coherent strategy for continuous improvement, inclusive excellence, and sustainable growth, ensuring more young people achieve Success Beyond Circumstance.

Job title: Chief Executive Officer

Salary: Academy Pay Scale AL30 FTE £110,225 – AL33 £118,535

Contract: Full time, permanent

Responsible to: Chair of Trustees

Job Purpose

The Chief Executive Officer provides strategic leadership and direction for The Basildon Academies Trust, ensuring that every student receives an exceptional education and is enabled to fulfil their potential.

The CEO leads the Trust's Executive Team and is accountable for delivering the Trust's vision, values and strategic priorities. They are responsible for securing educational excellence, financial sustainability, operational effectiveness and organisational development across the Trust.

As Accounting Officer, the CEO is responsible for ensuring the proper stewardship of public funds and compliance with all statutory, regulatory and contractual requirements.

Working closely with the Board of Trustees, the CEO will foster a culture of ambition, inclusion, integrity, innovation and continuous improvement, ensuring that the Trust's ethos of **Aspire, Believe, Achieve** is reflected in every aspect of its work.

Core Responsibilities

The CEO's responsibilities are grouped within six interconnected areas:

1. Strategic Leadership

The CEO will:

- Establish and sustain the Trust's vision, values, culture and strategic direction.
- Lead the implementation of the Trust's strategic plan and organisational objectives.
- Provide visible and values
- Promote a culture of inclusion, high expectations and continuous improvement.
- Ensure organisational structures and systems support current and future priorities.
- Lead organisational change effectively and sustainably.
- Advise and support the Board of Trustees on strategic matters affecting the Trust's future development.
- Build and strengthen strategic partnerships with local authorities, health providers, schools, trusts, and community organisations to extend specialist support services, identifying opportunities for new provisions, enhanced capacity, and external commissioning.
- Lead the strategic development of the Trust, identifying opportunities for sustainable growth, collaboration and innovation that align with the Trust's vision and values

2. Quality of Education

The CEO will:

- Secure excellent educational outcomes and experiences for all students.
- Champion high standards of teaching, learning and curriculum provision across the Trust.
- Ensure robust systems for school improvement and performance evaluation.
- Promote educational equity and remove barriers to achievement.
- Ensure effective support for disadvantaged students and those with SEND.
- Maintain high expectations for behaviour, attendance, safeguarding and personal development.
- Promote evidence-informed practice and continuous professional learning.

3. Finance, Sustainability and Compliance

The CEO will:

- Ensure sound financial management and effective stewardship of public resources.
- Lead strategic financial planning and resource allocation.
- Maintain robust risk management, internal controls and assurance arrangements.
- Ensure compliance with all statutory and regulatory requirements.
- Secure the long-term financial and operational sustainability of the Trust.
- Oversee effective estates, health and safety and business management functions.
- Ensure value for money across all areas of Trust activity.

4. People Strategy

The CEO will:

- Lead, develop and inspire the Executive Team and wider workforce.
- Promote a culture of high performance, wellbeing and accountability.
- Ensure equitable and effective recruitment, retention and succession planning.
- Develop leadership capacity at all levels of the organisation.
- Support professional development and career progression opportunities.
- Foster a workplace culture that reflects the Trust's values and commitment to inclusion.
- Ensure staff are empowered to contribute effectively to the Trust's success.

5. Governance and Accountability

The CEO will:

- Work in close partnership with the Board of Trustees and Chair of Trustees.
- Support Trustees in fulfilling their strategic and statutory responsibilities.
- Ensure Trustees receive accurate, timely and meaningful information.
- Promote a culture of openness, transparency and accountability.
- Ensure robust systems for monitoring performance and managing risk.
- Uphold the highest standards of integrity, governance and public accountability.
- Represent the Trust professionally with regulators, auditors and external agencies.

6. System Leadership and Civic Responsibility

The CEO will:

- Promote the Trust's role as a positive contributor to the local community.
- Develop effective partnerships with schools, trusts, employers, higher education institutions and community organisations.
- Represent the Trust locally, regionally and nationally.
- Contribute to wider educational improvement and sector development.
- Champion collaborative approaches that improve outcomes for children and families.
- Promote the Trust's reputation and influence across the education sector.
- Identify opportunities for sustainable partnership, collaboration and growth where aligned with the Trust's values and strategic objectives.
- Demonstrate strong system leadership by contributing to educational improvement beyond the Trust and actively supporting collaboration across the wider education sector.
- Build and sustain strategic partnerships which enhance educational provision, professional learning and opportunities for students and staff.
- Evaluate and pursue opportunities for Trust growth where these support improved outcomes, organisational sustainability and the Trust's long-term strategic objectives.

Accounting Officer Responsibilities

The CEO will fulfil all responsibilities of the Accounting Officer as defined in the Academies Trust Handbook, including:

- Regularity, propriety and value for money.
- Effective oversight of financial systems and controls.
- Compliance with statutory and funding requirements.
- Annual statements of regularity, propriety and compliance.
- Providing assurance to the Board of Trustees.
- Upholding the Seven Principles of Public Life.

Person Specification

Essential

Demonstrable experience of providing system leadership and leading organisational growth, transformation or strategic development that has resulted in improved educational outcomes, increased organisational capacity or enhanced organisational sustainability.

Qualifications

- Degree level qualification.
- Significant evidence of continued professional development e.g NPQH, NPQEL

Desirable

- QTS/QTLS

Experience

- Successful senior leadership experience in education.
- Proven record of improving educational outcomes.
- Experience leading significant organisational change.
- Experience of financial and operational leadership.
- Experience working effectively with governing boards or trustees.
- Experience developing high-performing leadership teams.
- Experience of managing organisational growth.
- Successful experience of leading organisational growth, significant change programmes or organisational transformation within an educational setting.
- Evidence of successful partnership development and collaborative leadership across schools, trusts, community organisations or wider educational networks.
- Experience of influencing strategy and improvement beyond a single institution through system leadership activity.

Knowledge and Understanding

- Academy trust governance and accountability.
- School improvement and curriculum leadership.
- Financial management and resource planning.
- Safeguarding and statutory compliance.
- Workforce development and talent management.

Personal Qualities

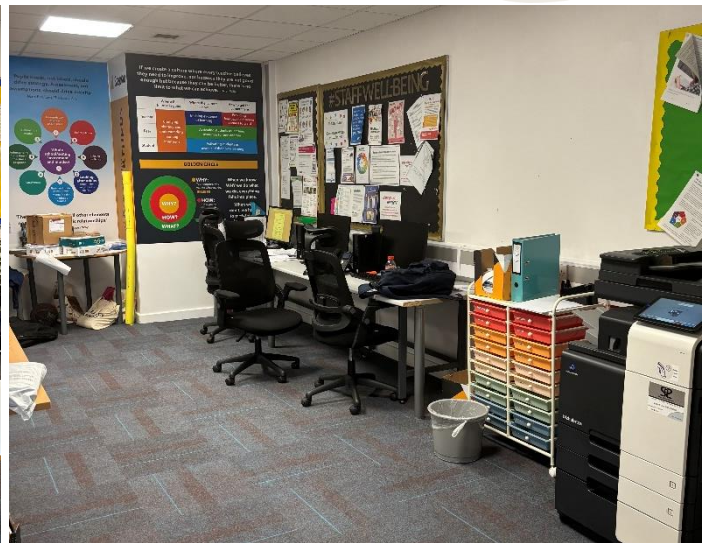
- Inspirational and values-led leader.
- Strategic thinker with strong influencing skills.
- Resilient, adaptable and decisive.
- High levels of integrity and professional credibility.
- Commitment to inclusion, equality and social mobility.
- Strong interpersonal and communication skills.

Desirable

- National leadership experience.
- Experience of MAT leadership.
- Experience supporting trust growth or organisational expansion.
- Experience influencing educational policy or sector-wide initiatives.

Benefits of working at The Basildon Academies

- Variety of career pathways and opportunities across the trust – we value expertise
- Professional development funding and leadership training across both Academies
- Record number of internal promotions to middle or senior leadership, apprenticeship schemes, and teacher training offered
- Health and Wellbeing: Including free flu jab, reimbursed eye tests for VDU employees, Employee Assistant Program (EAP) providing confidential wellbeing support for employees and dependants, access to occupational health and decreased GP wait times
- Generous Pension contributions
- Access to onsite Fitness suite, available to staff Tuesday-Friday 4.30-6pm
- Staff enjoy complimentary tea and coffee in dedicated staff rooms, free toast every morning, and free fruit on Fridays
- Complimentary onsite parking
- Referral Scheme: Earn £250 for referring family and friends, following successful probation period.
- Reduced Nursery Fee: staff with children can enrol into the closely located nursery receiving a 10% discount and can opt for term time only childcare
- Employee Savings and Discounts. Eligible to sign up for Blue Light Discount, my teacher discounts (including support staff)
- Long Service Award: Enhanced annual leave, increasing to 27 days after 5 years of service.
- Annual salary increments not related to PMR for Main scale M1-M6 (teachers only)
- Centralised HR, Payroll, Finance and Recruitment teams onsite. Data team support – Pupil Progress, Bromcom, CPOMS, Edukey
- Access to full version of Office 365 and Canva free of charge
- Staff Social Events: Friday football, Seat to 5k, staff games and quizzes.
- Flexible Working and Leave of Absence Policy. Family friendly policy



What makes The Basildon Academies a great place to work?

The Academies' unwavering support and collaborative environment have played a crucial role in my professional growth. Working alongside dedicated mentors and colleagues during my ECT years encouraged me to continually refine my teaching methods, strengthen my classroom practice, and embrace innovation in my approach. These opportunities not only enhanced my ability to inspire and engage students but also reinforced the importance of professional collaboration and shared learning in education.

I am profoundly grateful for the training and mentorship I received, which have been instrumental in my development and in my ongoing mission to make a meaningful and lasting impact in education.

Mrs Jacob, Teacher of English



Some of the most memorable times have been those small victories: seeing a student finally understand a concept we'd been working on, watching classes grow in confidence, and feeling myself become more secure and capable in my teaching practice. The Basildon Academies has provided a community that celebrates progress and pushes you to develop, even when the path feels tough.

I'm grateful to The Basildon Academies for helping me become the teacher I am today and for standing beside me as I continue this journey.

Miss Reeve, ECT

I joined the school in September, filled with excitement but also a little nervous about becoming part of such a large and vibrant community. Since then, I have genuinely enjoyed my experience, teaching KS4-5 at the Upper Academy has been a significant learning curve for me, especially as I previously taught mainly KS3 in my first year as a newly qualified teacher.

Ms Reynolds, ECT



Application Procedure

- i. Read carefully all the information about this post
- ii. If you have any questions, please telephone or email our Recruitment Coordinator on 01268498683 or email recruitment@basildonacademies.org.uk
- iii. Complete the application form as fully as possible. If there is insufficient room on any section of the form, please provide the additional information on a separate sheet. Please note that your application form will be photocopied for the Selection Panel, therefore clarity is essential. It is important that you do not leave any gaps in your career history – any gaps in employment should be fully explained please.
- iv. Send your completed application form by email (if downloaded from our website) or through the post to:
recruitment@basildonacademies.org.uk
Olivia Faustino
Recruitment & Cover Coordinator
The Basildon Academies
Wickford Avenue
Pitsea, Basildon
Essex, SS13 3HL

Appointment Process

- i. Suitable applications will be shortlisted for interview (as quickly as possible)
- ii. If you are successful, you will receive either a phone call and/or email inviting you to attend for interview. It is therefore important that you give us a daytime telephone number and/or an email address that you regularly access so that we can contact you to make the necessary arrangements if you are shortlisted.

The Basildon Academies are committed to supporting colleagues with disabilities. If you have a disability, please give details of adjustments you require for the selection process or to do the job itself.

Pre-employment Checks

The Basildon Academies is committed to safeguarding and promoting the welfare of children and young people, and an appointment will be subject to satisfactory enhanced disclosure from the Disclosure and Barring Service. Please note that an enhanced check will reveal all criminal convictions on record, including those that might be considered “spent”.

The successful applicant will also be required to:

- Provide details of two referees who know you in a professional capacity, if at a school, one of which must be your current Headteacher. It is our usual policy to take up references BEFORE interviews where possible. Employment is conditional on these references being deemed satisfactory.
- Provide proof of all relevant qualifications.
- Provide proof of eligibility to work in the UK
- Complete a Medical Declaration and receive fitness to work.

Equal Opportunities

The School is an Equal Opportunities employer and appointments are based on the applicant's ability to meet the requirements of the position. The School is opposed to any form of discrimination against any individual or group and welcomes the fact that our School includes a diversity of individuals from many races and cultures. Behaviour which is discriminatory on the grounds of race, colour, culture, nationality, gender, sexual orientation, disability, religion, will not be tolerated.

Recruitment monitoring information

The Basildon Academies are committed to ensuring that applicants are selected for appointment on the basis of their ability relevant to the job. Completion of the Recruitment monitoring information form is not compulsory but will help us to ensure that our policy and procedures are effective in avoiding discrimination and promoting equal opportunities in recruitment. The information you provide will be used for monitoring and statistical data purposes only and will not be seen by the short listing panel.

The Basildon Academies are committed to safeguarding and promoting the welfare of children and expect their staff to share this commitment.



