



ARUNDEL COURT PRIMARY ACADEMY G NURSERY

Headteacher
Information
Pack



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A LETTER FROM JENNESE ALOZIE, CHIEF EXECUTIVE OFFICER

Welcome, and thank you for your interest in becoming a Trust Headteacher at Arundel Court Primary Academy C Nursery. This is an exciting opportunity to join both the Academy and the University of Chichester Academy Trust at an important stage in our continued journey of growth and development.

Arundel Court Primary Academy is a well-established and inclusive academy at the heart of its community. With approximately 680 pupils, a successful on-site Nursery, and The Nest, our specialist inclusion centre opened in 2023, the Academy is committed to ensuring every child receives the support, challenge and inspiration they need to flourish.

As a member of the University of Chichester Academy Trust, Arundel Court shares our strong belief that education is key to transforming lives and enabling social mobility. As a Trust, we are passionate about collaboration and encourage all our headteachers to share their expertise, contribute to wider improvement, and become system leaders across our family of schools.

When you visit Arundel Court, you will find a warm and welcoming culture where children are recognised as individuals, encouraged to have high aspirations, and supported to achieve their best. The Academy benefits from a strong commitment to inclusion, a dedicated staff team, engaged pupils and a genuine sense of community.

If you believe you have the ambition, passion, skills and expertise to drive improvements and make a significant contribution to Arundel Court Primary, its community and the Trust, have a pupil-centred approach to learning and teaching, share our values and would like to join our innovative and dynamic educational family, we would love to hear from you.

I hope this information pack provides you with a valuable insight into Arundel Court Primary Academy and the University of Chichester Academy Trust. If you are interested to learn more, we would invite you to visit the Academy and we would be pleased to answer any questions you may have.

Jennese Alozie
Chief Executive Officer

'The Trust's vision to inspire young people, raise aspirations and transform life chances is shared by the school leaders and governors. Strong and effective relationships exist between trustees, the Trust's officers, governors and headteachers'.

UNIVERSITY OF CHICHESTER MULTI ACADEMY TRUST

The University of Chichester Academy Trust ('the Trust') is uniquely placed to make a difference to the local education landscape. Schools who join our Trust do so because they wish to work with like-minded schools who have a shared passion for pupil-centred learning and a desire to work together for the benefit of the wider community that we serve.

The Trust now has 17 academies, 2 Inclusion centres and a School Centred Initial Teacher Training base in its education family, based in Hampshire, Isle of Wight, Portsmouth and West Sussex. Although we share the same vision and values, each of our academies has its own identity, which defines them within their local community. The Trust is strongly committed to valuing the uniqueness of each school and governance, through local governing bodies.

Portsea Island Partnership

Encompassing our Portsmouth based schools



OUR SHARED VISION

For all young people to be inspired by an excellent education that raises their aspirations and enriches their lives.

OUR SHARED MISSION

To create a vibrant, inclusive and aspirational family of academies, transforming life chances for young people through excellent teaching and learning.



OUR 3 CORE MESSAGES - LIVING OUR VALUES

Achieve More - Inspire students and staff to reach their full potential by raising aspirations, celebrating diversity, and cultivating leadership and agency at all levels.

Challenge Thinking - Cultivate critical thinking and diverse perspectives, grounded in evidence-informed practices, to drive thoughtful and impactful approaches across our Trust.

Shape Futures - Through collective endeavour and collaboration, build a vibrant, inclusive community that transforms life chances, ensuring every young person and adult thrives.

OUR 4 TRUST PRIORITIES

Learning and Society - ensure our curriculum offer allows all of our pupils to achieve more and identify with their school community and society as they journey through each of our schools and work closely with our University sponsor.

Strategic Leadership - develop the leadership capacity and impact of our staff so that they are professionally developed in line with our Trust ambitions and their professional learning pathway.

Collective Responsibility - invest in and support our staff so that they collaborate to strategically raise the standards all young people reach and embed evidence-based practices that have an impact on the learning and identity of all.

Trust Identity - ensure our Trust identity and narrative, including our Equality, Diversity and Inclusion commitment, is known to our communities within and outside of the Trust, so that they see, help shape and benefit from being part of the University of Chichester Academy Trust.

OUR 5 KEY VALUES

Aspirational - make the effort to reach higher standards and deepen knowledge

Evidence Informed - encourage curiosity and seek out ways to use and develop the best of what is known

Diversity - explore different perspectives and value how this enriches our lives

Collaboration - develop ways to work with others and ensure our collective endeavour can be achieved

Agency - acknowledge how you are developing and use this to improve different parts of your life



ABOUT ARUNDEL COURT PRIMARY ACADEMY & NURSERY

Arundel Court Primary Academy & Nursery is a large, vibrant and inclusive primary academy at the heart of Portsmouth. With around 680 pupils, an established Nursery and The Nest, our specialist Inclusion Centre for children with complex needs, the academy plays a significant role in the life of its local community. It is a school with real heart, strong relationships and a clear commitment to ensuring that every child is known, valued and supported to achieve more.

The school's vision, "Be Brave. DREAM BIG.", is lived through its values of being kind, safe, respectful, inclusive and independent. These values reflect the academy's ambition for all children to flourish academically, socially and personally, and they align strongly with the Trust's commitment to raising aspirations, transforming life chances and shaping futures.

There is much to build on. Ofsted recognised that pupils are "well-mannered and happy at school", that they have built "meaningful relationships with staff", and that positive relationships between staff and pupils help to create a "calm and focused learning environment". Inspectors also noted that pupils with special educational needs and/or disabilities are identified quickly and receive adaptations and support that help the most vulnerable pupils to progress well from their starting points, including pupils in the resourced provision.

This is a genuinely exciting opportunity for an ambitious, inclusive and values-led Headteacher to lead the next stage of Arundel Court's journey. The successful candidate will join a dedicated team of wonderful staff who care deeply about their pupils and community and will have the chance to strengthen provision across the main school, Nursery and The Nest. With strong Trust support, committed staff and a richly diverse community, Arundel Court offers the opportunity to make a lasting difference to children, families and the wider Portsmouth community.

WHAT WE OFFER YOU

TO YOUR CAREER

- A strong commitment and support for your personal leadership journey
- Opportunities for shared learning and collaboration across the Trust and the wider network
- Extensive professional and personal development opportunities
- To help shape the future of successful and innovative schools.

TO BE PART OF SOMETHING BIGGER

- A system leader on the local and regional stage
- A strong and supportive governing body
- The opportunity to be part of the Academy Leadership Teams, where they are passionate and committed to a shared set of values to make a difference as we drive improvement in a changing world
- A collaborative Trust which inspires innovation and a network of professionals who can influence and shape the strategy of the whole organisation.

TO MAKE A DIFFERENCE

- To be part of a team that makes a real difference to the life chances of our children and young people
- Contributing to the creation of a culture and environment in which staff feel valued, are inspired and work in buildings which promote and enhance the progress and learning of our young people.

OTHER STAFF BENEFITS

- Teachers' Pension Scheme
- The mental health and wellbeing of staff is of key importance and in addition to professional support we provide an extensive employee assistance provision, including 24/7 telephone helpline and counselling
- Lifestyle health and wellbeing programme
- Access to an extensive personal development programme
- Access to the University's vast Library resources and to the National College resource
- Employee Discounts platform, saving £££'s on a range of goods and services
- Cycle to Work Scheme
- Eyecare Voucher Scheme
- Eligibility to join TOTUM (NUS Extra)
- Security of knowing you are joining an organisation whose sponsor has been promoting education for almost 180 years.

JOB PROFILE

Job Title: Headteacher

Reports to: Deputy Chief Executive Officer

Location: Arundel Court Primary Academy, Portsmouth

Salary: LPR 19 - £80,655 (pay award pending)

FUNCTION OF THE POST

We are seeking an exceptional and ambitious educational leader to become Headteacher of Arundel Court Primary Academy.

This is a unique opportunity for an ambitious and inspirational education leader to shape the next chapter of a well-established and inclusive primary academy. With strong foundations already in place, including a successful Nursery and an innovative specialist Inclusion Centre supporting children with social, emotional and mental health needs across the city, the academy is ready for a leader with the vision, drive and expertise to accelerate improvement and leave their own mark.

We are open to applications from experienced Headteachers, aspiring leaders and Deputy Headteachers who can demonstrate the right skills, experience and commitment to lead with confidence. This is a great opportunity for someone who is looking for the next step in their career.

As a member of the University of Chichester Academy Trust, Arundel Court Primary Academy is committed to delivering excellence in education through collaboration, innovation and a relentless focus on improving life chances for every child.

We are seeking an inspirational, innovative and inclusive Headteacher to lead the vision and strategic direction of the academy, building on its strengths and guiding the next stage of its journey to excellence. You will empower staff and pupils to achieve the highest standards of learning, behaviour and personal development, creating a culture where every child is valued, supported and challenged to fulfil their potential.

Aligned with the culture, values and strategic ambitions of the Trust, you will provide child-centred leadership, deliver an ambitious and engaging curriculum and lead the development of the Academy's Journey to Excellence Plan. Working collaboratively with pupils, families, governors, Trust colleagues, the University and wider community partners, you will act as a visible role model and advocate for the academy and the wider Trust, contributing to system leadership and helping to realise our shared vision: "For all young people to be inspired by an excellent education that raises their aspirations and enriches their lives."

Working within our collaborative Trust culture, you will contribute to system leadership across the Trust, sharing expertise, supporting school improvement and helping to ensure that every child benefits from outstanding educational opportunities.

PRINCIPAL ACCOUNTABILITIES:

- Lead, inspire and promote whole school culture and ethos aligned to the values of the Trust, which supports the academy on its journey to excellence and secures a strong reputation locally as the school of choice for pupils, parents and teachers.
- Lead the development and delivery of a dynamic, relevant and enriching curriculum which motivates and inspires all children to learn and achieve, including those with Special Educational Needs.
- Lead the development and delivery of the Academy's Journey to Excellence Plan, to ensure it is child centred and supports exemplary learning and teaching strategies and practice.
- Lead the development of the Nest resource provision to help meet the needs of learners with SEND.
- Lead the teaching and learning programme of the academy and act as a role model for innovative and engaging evidence-based practice.
- In conjunction with Trust Central functions, develop and implement a strategy for recruitment, retention and professional development of staff that will ensure good or better Teaching in an environment staff find challenging, enriching and rewarding.
- As the academy grows ensure academy structures and systems to support alternative provision, are embedded, secure and supported by robust policies and procedures.
- Ensure financial planning and quality assurance is robust, and the academy provides a safe and effective educational environment for all children.

- Responsible for ensuring excellent provision for pupils with SEND including deployment of appropriate resources and performance managing support staff.
- Act as Designated Safeguarding Lead, committed to ensuring all practices relating to safeguarding and child protection are effective and the children and staff feel safe and valued.
- Contribute to the success of the Trust, building and promoting engagement within the partnership area, and community stakeholders.

UNIVERSITY OF CHICHESTER ACADEMY TRUST:

The Trust's vision is "For all young people to be inspired by an excellent education that raises their aspirations and enriches their lives", and it is our mission "To create a vibrant, inclusive and aspirational family of academies, transforming life chances for pupils through excellent teaching and learning."

With a supportive and collaborative approach, it is expected our academies are actively engaged and contribute to the work of the Trust; have a shared vision and work within the requirements of the Trust whilst retaining and developing the academy's own identity.

TEACHERS' STANDARDS (ENGLAND)

Uphold principles of the Teachers Standards, ensuring all teachers perform at a level that is consistently good or better across the current Teachers' Standards (England).

FRAMEWORK:

Professional responsibilities and duties should be undertaken in line with the contractual framework for teachers set out in the current School Teachers' Pay and Conditions document, the Academy's Scheme of Delegation and in line with statutory obligations and regulations that apply to academies within a multi-academy trust and or as directed by the University of Chichester Academy Trust.

The duties contained within this job profile should not be regarded as exclusive or exhaustive and you may undertake a range of other duties appropriate to the salary grade and in line with the context of your role. In consultation, the University of Chichester Academy Trust reserves the right to update your job profile to reflect changes in, or to, your post.

EQUALITY AND INCLUSION:

The University of Chichester Academy Trust and the Academy believes that everyone has the right to be treated equally and that the diversity of individuals and groups should be embraced, valued, and respected. We are committed to eliminating any form of discrimination be it direct, indirect, harassment or victimisation, and to support this the Academy has a number of policies that you should ensure you are familiar with and compliant to. Any breaches may lead to termination of employment.

RIGHT TO WORK:

British and European Law states that a person cannot be employed to this post if they do not have permission to live and work in the UK. Please advise if you require any guidance or further information.

HEALTH AND SAFETY:

You are responsible for ensuring that workplace responsibilities within the Section are carried out with full regard to, and in support of, the School's Health and Safety Policies.

SUSTAINABILITY AND ENVIRONMENT:

The University of Chichester Academy Trust is committed to sustainable development and environmental initiatives. It accepts its environmental responsibilities and recognises the contributions it can make to the resolution of regional and local environmental issues. The University of Chichester Academy Trust will support the academy in continuously seeking to find ways to improve its environmental performance and all staff are required to support these aims.

DATA PROTECTION:

You will be responsible for conducting activities in compliance with the requirements of the Data Protection Act 2018 and the Employment Practices Data Protection Code, especially concerning confidentiality, treatment of personal information and records management.

SAFER RECRUITMENT:

The University of Chichester Academy Trust and School are committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. We will ensure all our recruitment and selection practices reflect this commitment.

New members of staff will be required to apply for Disclosure Service certification as part of the School's staff recruitment process. Further information about the Disclosure and Barring Service is available from the DBS website at www.homeoffice.gov.uk/dbs.

PRINCIPAL ATTRIBUTES AND PERSON SPECIFICATION:

Essential requirements are those, without which, the candidate would not be able to do the job. It is expected that the post holder will have the knowledge and qualifications indicated, **or equivalent qualifications and/or experience.**

Desirable requirements are those which would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.

	ESSENTIAL	DESIRABLE
KNOWLEDGE AND QUALIFICATIONS		
Qualified Teacher with evidence of continual professional development or relevant accredited study appropriate to the post.	✓	
Current knowledge of Early Years and the national curriculum, assessment and research on strategies to support effective teaching and learning.	✓	
Current knowledge of how to develop a staff team that strives for high quality of education for all learners and quality first teaching.	✓	
Knowledge of developing high-quality provision and quality for teaching for disadvantaged for pupils or pupils with SEN.	✓	
Knowledge of, and training in health and safety and Safeguarding legislation within the context of school compliance.	✓	
Strong knowledge of safeguarding and experience of developing a culture of safeguarding.	✓	
Understand the mission of the Trust and how we work as a family of schools and partnerships, with a good understanding of the changing role of academies, the local authority and Ofsted, and how to work effectively with these and other such bodies.	✓	

Good understanding of the principles of Equality and Diversity that support a culture that embraces diversity within the classroom and community.	✓	
Knowledge and understanding and awareness of the implications of the SEND Code of Practice and the practical application in meeting the needs of pupils with SEND in the community.	✓	
National Professional Qualification for Headteachers or other leadership and management training or actively working towards this.	✓	
SKILLS		
Evidence of demonstrable leadership qualities, with the ability to set and achieve challenging goals which achieve objectives and improvements.	✓	
Evidence of strong emotional intelligence and ability to work with staff in a way that motivates and engages staff and develops a strong team approach to delivery.	✓	
Organisational, financial, budgetary and management skills relevant to the effective delivery of the duties of the post to achieve the academy's growth, and educational goals and priorities.	✓	
Skills in working with children with emotional, social and mental health needs.	✓	
Excellent people skills to build and lead an effective team; managing issues in a sensitive, supportive but appropriate manner to ensure the effective operation of the academy, promoting high aspirations and success for all.	✓	
A skilful communicator with strong, interpersonal and presentation skills, both verbal and written, which naturally adapts to a diverse audience, e.g. governors, parents and carers, staff, pupils and the wider community on a wide range of issues to provide clarity of vision, influence and direct or challenge others.	✓	
Good IT and administrative skills to enable effective implementation of the tasks required of a Headteacher.	✓	

Networking skills that build a professional learning community and enable good practice to be shared for the benefit of the Academy and the University of Chichester Academy Trust.	✓	
EXPERIENCE		
Successful experience at Headship or Deputy level across primary age range, including the Early Years, with evidence of leading a successful team to bring about rapid and sustainable whole school improvement that has had a positive impact on pupils achieving their full potential.	✓	
Experience of Ofsted inspections and being an active part of a school inspection.	✓	
Evidence of leading on the development of curriculum and pedagogy within a school context with demonstrable impact on learning and pupil outcomes.	✓	
Relevant demonstrable experience of whole school management, including financial, budgetary, HR and resource management.	✓	
Experience of challenging and supporting staff through the management of change and growth and development. Undertaking performance management, conflict resolution, staff recruitment and development of processes.	✓	
Proven track record of monitoring, evaluating and improving quality of learning and teaching, building effective strategies for academy self-evaluation and making effective use of IT.	✓	
Evidence of providing the support and resources that enable a highly effective local governing body who fulfil their statutory responsibilities.	✓	
Experience of having effectively transferred academy's future vision into coherent, challenging and achievable plans.	✓	

PERSONAL ATTRIBUTES		
Strong work ethic with a high level of commitment to the whole academy community and a flexible approach.	✓	
Attributes that enable and empower individuals and teams to innovate and achieve, where success is celebrated and individuals are motivated to achieve high goals and accept responsibility for outcomes.	✓	
An ability to foster an open, innovative, equitable culture, dealing with difficult decisions or situations in a timely manner, making reasoned judgements, conveying conclusions clearly, positively and sensitively.	✓	
The personal resilience required of a leader, with the ability for self-reflection and a positive approach that enables constructive relationships and feedback to aid continuous improvement.	✓	
Committed to enabling the academic, spiritual, moral, social, emotional and cultural development of pupils, recognising and valuing the richness and diversity of pupils' needs and the school communities.	✓	
A commitment to the mission and values of the whole Trust community, and to collaborative working for the benefit, and with tangible evidence of driving pupil improvement and progress.	✓	
An ability to organise and manage own workload and work under pressure and to deadlines	✓	
Positive attitude to change, with an adaptable and versatile approach.	✓	
Enthusiastic, approachable and optimistic, with the presence to inspire confidence and trust, enabling others to feel empowered and motivated to achieve high goals.	✓	

Develops and empowers individuals and teams that promotes collaboration, shared knowledge and understanding, where success is celebrated and individuals accept responsibility for outcomes	✓	
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**IF YOU REQUIRE THIS INFORMATION IN AN ALTERNATIVE FORMAT
PLEASE CONTACT US**

APPLICATION PROCEDURE

If you are interested in this post, you are warmly invited to visit Arundel Court Primary Academy. Please contact Jane Bush, Outcomes and Improvements Lead, j.bush@chimat.uk if you wish to arrange a school visit from September 2026.

Applicants can apply via our website www.chimat.uk within our 'find a vacancy' section.

CLOSING DATE: FRIDAY 18TH SEPTEMBER 2026 AT 9AM

INTERVIEW AND ASSESSMENT DATE: FRIDAY 25TH SEPTEMBER

If you have any queries, please contact the University of Chichester Academy Trust Central People Team by emailing recruitment@chimat.uk or calling on 01243 793499

APPLICATION FORM COMPLETION

When completing your online Application Form, please refer to the Job Profile and particularly the Person Specification in the context of the accountabilities.

You should provide examples which evidence how you believe your knowledge and qualifications, skills, experience and personal attributes, either at work or elsewhere, qualify you to undertake the duties and responsibilities set out in the Job Profile.

All other information requested should be contained within the application form.

SELECTION PROCEDURE

The shortlist will be completed on Friday 18th September shortly after the closing date, and successful candidates will be invited to attend the Assessment and Interview Day the following week.

SUPPORT

If you have any specific support or adjustments that you would like the Trust to consider or arrange for you, please contact the Central People team on recruitment@chimat.uk who will be pleased to assist.



www.chimat.uk

