



**MOSAIC**  
SCHOOLS LEARNING TRUST

Achieving Excellence  
for Every Child,  
Every Day



CAGE GREEN  
PRIMARY SCHOOL  
AND THE PHOENIX CENTRE FOR AUTISM

# Head Teacher Recruitment Pack

Full time

Start: Autumn Term 2026

Location: Cage Green Primary School



CAGE GREEN  
PRIMARY SCHOOL  
AND THE PHOENIX CENTRE FOR AUTISM



Determination. Excellence. Integrity. Respect. Responsibility.

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# Welcome

## A message from our CEO, Andrea Harris



Dear Applicant,

At Mosaic Schools Learning Trust, we pride ourselves on being an innovative, forward-thinking organisation built on trust and collaboration. Our aim is simple yet profound: to keep children at the heart of everything we do. Every decision we make is guided by a strong moral purpose—ensuring the very best opportunities for every child in our care.

We recognise that each of our school communities is unique. That individuality is something we celebrate, while providing a standardised framework that supports consistency and excellence across the Trust. We are always horizon scanning, seeking out new ideas and approaches that will help us deliver the highest quality education and outcomes for all.

We believe the role of a Head Teacher, to be critical in shaping the vision and direction of the school alongside the Trust and Executive Head Teacher. The Head Teacher will ensure that every child has the opportunity to reach their full potential through high standards of teaching and learning. Acting as the lead and coach for staff, the Head Teacher will inspire and motivate by leading through example, fostering a culture of collaboration, excellence, and continuous improvement across the school community.

We are a passionate and committed team, united by a shared vision and a determination to do what's right for children. If you believe you can bring your skills and energy to this mission, we would love to hear from you.

Together, we can shape a future where every child thrives.



**Andrea Harris**

Chief Executive Officer - Mosaic Schools Learning Trust

## About MSLT

Mosaic Schools Learning Trust (MSLT) was formed on the 1<sup>st</sup> September 2024 following the merger between Connect Schools Academy Trust and Compass Academy Trust. We are a Multi Academy Trust comprised of 10 schools based in Bromley and in Kent: Cage Green Primary, Crofton Infant, Crofton Junior, Marian Vian Primary, Oak Lodge Primary, Raglan Primary, River Mill Primary, Unicorn Primary, Valley Primary and Wickham Common Primary Schools.

The Trust aims to deliver the very best educational experience for its pupils with each school bringing its own strengths and expertise to benefit the whole learning community.

To find out more: <https://www.mosaicschoolslearningtrust.org/>

## Our Vision & Values

### Achieving Excellence for Every Child, Every Day

Mosaic Schools Learning Trust is a community where schools work collaboratively to be the best that they can for the benefit of all the children in our care and staff that make up our Trust family. Our goal is simple: we want all children to flourish and to receive the best education that we can provide. In short, we want to achieve excellence for every child, every day.

We believe in true collaboration, working in partnership, investing in people and building capacity for long term, sustainable success. We are accountable to each other for each other and we all take responsibility for every child.

Our aim is to maintain and grow good and outstanding academies within a supportive environment.

As a Trust, we have a clear mission and core values that underpin us in achieving excellence for every child, every day. Our mission is to provide everyone with a learning experience that: is rooted in a culture of excellence; is relevant to a complex and ever-changing world; engages with and celebrates the diversity of our communities; and empowers everyone to contribute positively to society.

The Core Values that drive our attitudes, behaviours and organisational health are:



### Respectful, Resilient and Resourceful

# About Cage Green Primary School

Cage Green Primary School is located in Tonbridge and falls under Kent County Council. The academy joined the Connect Schools Academy Trust in July 2019 at which point it was legally defined to be a new school. The school has an Autism Specialist Resource Provision for pupils with SEND called the Phoenix Centre. Kent County Council funds 22 places for pupils from Years 2 to 6. Pupils who attend all have education, health and care plans and a primary diagnosis of autism. The mainstream provision is one form entry and has 40 staff and 203 pupils currently on roll.

Outstanding leadership has totally transformed this school since it opened as part of the former Connect Schools Academy Trust. The school has high aspirations for every single pupil. Pupils themselves make a striking contribution to the school's positive culture through their admirable conduct and attitudes. Strong governance and well-judged support from the trust's small executive team unite everyone in a common purpose. 'More people, more places, more choices for our tomorrow', is the clear mantra that runs deeply through everything the school does. This includes the seamlessly planned curriculum from early years onwards. Pupils in the Phoenix Centre access the same ambitious curriculum, adapted to meet their needs.

As part of Mosaic Schools Learning Trust, Cage Green Primary School benefits from working closely within a family of ten primary schools and has the opportunity to collaborate and share good practice whilst still retaining our individual identity and ethos.

## To find out more about us:

Website: <https://www.cage-green.kent.sch.uk/>

Ofsted Report: <https://www.cage-green.kent.sch.uk/About-Us/Ofsted/>

Virtual Tour: <https://www.cage-green.kent.sch.uk/About-Us/Virtual-Tour-of-Cage-Green/>



Cagegreenprimaryschool



# Our Mission Statement

## Achieving Excellence for Every Child, Every Day

We believe that with the right support and opportunities, our Cage Green children can achieve anything. We have a lot of confidence in the Growth Mindset approach which is embedded in everything that we do. This teaches children that if they work hard, they are capable of anything; that when they get stuck the motto is, "I can't do it YET" and that mistakes are a healthy part of learning.

We want our children to be excited about coming to school. Our new curriculum provides children not only with the academic learning that the government dictates, but also increases aspirations for the future, provides them with an understanding of the wider world in order to become great members of society, supports them in understanding how to stay physically and mentally healthy and encourages them in their own interests and beliefs. Skills for life, as well as preparing children for the next stage of their education are very important to us. Confidence and independence are at the centre of what we do. Our teaching of English and maths is a little different to other schools to enable us to ensure that all children leave every lesson with the buzz of "I did great learning today!"

Community is a large part of our identity. We aim to work alongside parents and carers to achieve our aims. Our dedicated and hardworking staff go above and beyond every day to ensure that we meet the needs of all our children. This might be through individualised support for children that need an extra helping hand or through the many clubs that we run to ensure that all children's talents are provided for.

We think that our energetic, fun and hardworking children are the best that there are and we are enormously proud of our school and the children who are part of our community.

## Our Values

These core values are embedded in our day to day lives at Cage Green.



At Cage Green Primary School our school values are:



When we have demonstrated these values we become Cage Green Knights!  
We work towards becoming a Bronze, Silver and Gold knight and wear our shields with pride.

# What we are looking for

Mosaic Schools Learning Trust leaders are resilient, adaptable and focussed on providing high quality education to children. We are looking for a leader who has these attributes and who will use them to build on our current success and achieve our ambitions for a modern, innovative, community focused school.

## We are looking to recruit a Head Teacher who:

- Supports our clear vision that is embraced by all
- Has the passion to focus relentlessly on what is best for our pupils
- Will share our vision for pursuing environmental development and learning outside the classroom
- Is experienced in creating & leading a dynamic team who understand the true meaning of high-quality provision
- Is a knowledgeable, highly driven and forward-thinking leader who is able to promote new and innovative ideas
- Is committed to achieving the best for each and every pupil, irrespective of their starting points
- Is able to provide strong and supportive leadership within an ambitious organisation
- Is committed to leading the continuous development and improvement of our school
- Will work collaboratively with the wider Trust
- Will support the PTA in creating events and raising funds for the school

**If you can answer yes to all of these points, and you are an outstanding teacher with a resilient character and strong personal drive, then you might be the person we are looking for!**

# Job Description

JOB DESCRIPTION	
<p><b>Title:</b> HEAD TEACHER</p> <p><b>Hours:</b> Full Time</p>	<p><b>Grade:</b> Leadership Scale L15-19</p> <p><b>Responsible to:</b> CEO</p>
<p><b>PURPOSE OF THE JOB</b></p> <p>In partnership with the CEO, Executive Head Teacher and other members of the Senior Management Team, to be responsible for the professional leadership and management of the school to promote a secure foundation from which to achieve the highest standards in all areas of the school’s work.</p> <p>To carry out the duties and responsibilities of a teacher, as defined in the ‘School Teachers’ Pay and Conditions of Service’ document, having due regard to the school’s aims and objectives and schemes of work/syllabus, and any policies of the governing body and the Trust.</p> <p>In addition to the requirements set out above and other roles stated later, the Head Teacher will be expected to fulfil the following expectations and other duties as assigned by the CEO.</p>	
<p><b>Key Responsibilities:</b>  <i>In conjunction with the CEO/Executive Head Teacher the Head Teacher will lead on:</i></p> <ul style="list-style-type: none"> <li>• School Self Evaluation and Development Planning;</li> <li>• The development of an exciting and effective curriculum for primary pupils;</li> <li>• The ongoing review and development of effective teaching and learning strategies throughout the school;</li> <li>• The use of data analysis to drive school improvement.</li> </ul> <p><b>General Responsibilities:</b>  <i>In addition to carrying out the professional duties of a teacher, the Head Teacher will support the:</i></p> <ul style="list-style-type: none"> <li>• Review and development of the aims and objectives of the school;</li> <li>• Establishment of whole school policies and practices;</li> <li>• Management of staff and resources in line with these policies and practices;</li> <li>• Monitoring standards, quality and outcomes in order to evaluate progress on priorities set.</li> </ul> <p><b>Specific Responsibilities:</b>  <i>The Head Teacher will lead on:</i></p> <ul style="list-style-type: none"> <li>• Taking responsibility for the day to day administration and management of the school;</li> </ul>	

- Promoting high standards of attitude and behaviour;
- Promoting high academic standards within a stimulating and structured teaching environment;
- The management of collective worship and other assemblies;
- Promoting good relationships between all staff (both teaching and non-teaching) and with parents, governors and the wider community;
- Promoting and engendering positive cohesion through strong relationships with all volunteers in school, especially with the Parent, Teachers and Friends Association.
- Ensuring that the school ethos and vision is clearly articulated, translated, understood and acted upon effectively by all members of the school community.
- Fostering a climate within the school which promotes the social, moral, spiritual and cultural development of the pupils;
- Supporting all staff in meeting personal targets and helping in achieving the priorities and targets which the school sets for itself;
- Evaluating the effectiveness of the school's policies, procedures and lines of communication;
- Ensuring that parents and carers are well informed about the school curriculum, its targets, children's attainment and their part in the process of improvement;
- Being a figurehead for the schools, leading engagement with parents and the local community;

### **Learning and Teaching:**

*In co-operation with and under the direction of the CEO and Executive Head Teacher, the Head Teacher will ensure:*

- Teaching is highly effective across the breadth of the curriculum throughout the school;
- The curriculum meets the needs of all pupils ensuring a culture and ethos of challenge and support where all pupils can reach their potential including those in additionally resourced provision.
- Motivation and working with others creates a shared culture in a school that prioritises inclusivity.
- Classrooms are appropriately organised and display is of a high quality;
- Teachers are encouraged to evaluate new ways of learning that extend the curriculum outside the classroom
- Expectations are high and pupils achieve good quality outcomes;
- Encouragement of creativity, innovation and the use of appropriate new technologies to achieve excellence.
- The monitoring of the quality of teaching is carried out systematically and leads to sustained improvement;
- Work scrutiny is carried out systematically and leads to sustained improvement;
- Data is analysed and is used to move pupils on in their learning;
- Communication with parents and carers is effective and supports pupils' learning;
- Links with other schools, educational institutions and the wider community enhances the quality of teaching and learning and children's personal development;
- To be fully acquainted with the ASP (or any equivalent future process) and recognise its importance in the target setting process;
- To be fully involved in the School's self evaluation process, including target setting.

**Leading and Managing Staff:**

*In co-operation with and under the direction of the CEO and Executive Head Teacher, the Head Teacher will be expected to:*

- Develop, promote and maintain good working relationships between all staff;
- Provide support for the continuing development of all staff;
- Facilitate communication between the staff and the CEO/Executive Head Teacher on matters of ethos, policy, organisation and discipline;
- Undertake project management as required;
- Manage the school's performance management programme for all staff groups to raise standards;
- Assist in the appointment process of staff;
- Assist in the compilation, supervision and operation of timetables and rotas;
- Attend and advise meetings of the local governing body and its committees as required.

**Personnel:**

- To manage and support the professional development of staff by offering high quality CPD as well as working alongside colleagues in their classrooms to observe styles of teaching and share good practice;
- To be fully acquainted with school policies and to advise and support staff with their implementation in a positive manner;
- To be a role model to staff e.g. modelling lessons when appropriate;
- To manage the ECT induction programme;
- To manage student teacher and work experience placements;
- To promote good staff morale by displaying a positive attitude and treating people with dignity and respect
- Collaborate within the Trust and beyond
- Deliver and monitor a work/life balance for staff that is both highly aspirational, yet constantly aware of the challenges that teaching delivers both personally and as the leader of the school.

**Behaviour Management:**

- To support and advise staff on the implementation of the School's Behaviour and Discipline Policy and Supervision Policy;
- To meet with parents to discuss and advise them on issues related to their child's behaviour;
- To bring to the Trusts attention issues and concerns related to specific children with behavioural problems;
- To monitor children with challenging behaviour and work with other professional agencies in line with the School's Code of Practice;
- To share responsibility with the other senior staff for regularly reviewing and updating the School's Behaviour and Discipline Policy in line with best practice;
- To share responsibility with the other senior staff for behaviour management Inset.
- To develop, implement and monitor the school's policy on equal opportunities and ensure promotion of British values;

- To ensure policies effectively address requirements for meeting safeguarding and promoting the welfare of all students and staff

**Organisation:**

- To ensure school events are organised and run smoothly;
- To delegate the organisation of activities and tasks to team members to give them professional development opportunities;

**Administration:**

- To prepare agendas and ensure minutes are taken at meetings;
- To manage the central supplies budget;
- To ensure that the administrative arrangements for collecting statistical information is carried out efficiently.

**Accountability**

- Present a coherent and accurate account of the school's performance in a form appropriate to the range of audiences, including governors, the Trust, the local community, OFSTED and others to enable them to play their part effectively.
- Ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation
- Develop innovative mechanisms to ensure that parents/carers and pupils are well informed about the curriculum, attainment and progress and about the contribution they can make in supporting the pupil's learning and achieving the school's targets for improvement.
- Provide information, objective advice and support to the Local Governing Body to enable it to meet its responsibilities for securing effective teaching and learning and improved standards of achievement, and for achieving efficiency and value for money.
- Carry out any such duties as may be reasonably required by the Trust and Local Governing Body.
- Maximise the academic return on the financial investment of the institution and manage the budget to achieve the required financial results.
- Ensure the health, safety and safeguarding of all staff, pupils and visitors to the institution.

# Person Specification

## Head Teacher

**E/D indicates whether the criteria is essential (E) or desirable (D). In selecting the successful candidate evidence will be collected from the application form (A), interview (I) and from referees (R).**

Education	E/D	A	I	R
A First Degree	E	✓		
QTS	E	✓		
Recent Leadership experience.	E	✓	✓	✓
Recent and relevant evidence of continual professional development.	E	✓	✓	

Experience	E/D	A	I	R
Successful leadership which has resulted in measurable long term improvements including experience of successfully initiating, implementing and evaluating change.	E	✓	✓	
Leadership experience at assistant head teacher, deputy head or head teacher level with a proven responsibility for successful performance management and staff development	E	✓	✓	✓
A commitment to curriculum design and innovation and the ability to implement assessment for learning; experience of using assessment data at year group and KS level to support school improvement and raise pupils' achievements.	E	✓	✓	
Recruiting, retaining and developing a skilled and effective team and motivating the team to achieve its full potential at all times.	E	✓	✓	
Experience of school self-review – school improvement planning and evaluation.	D	✓	✓	
Experience of developing and sustaining positive relationships with a wide range of internal and external stakeholders.	D	✓	✓	✓

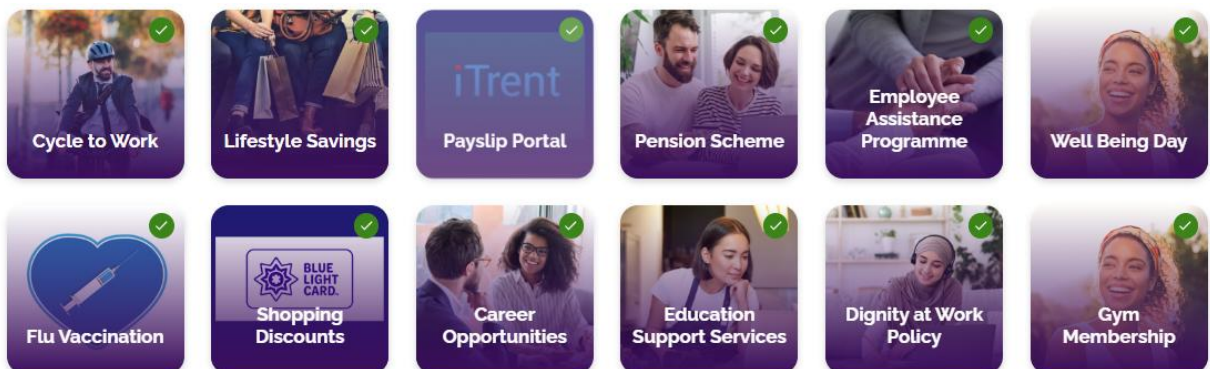
<b>Skills, abilities and knowledge</b>	<b>E/D</b>	<b>A</b>	<b>I</b>	<b>R</b>
Knowledge and understanding of policies and practices relating to education of children across the primary age range and ability to translate this into excellence.	<b>E</b>	✓	✓	
A clear understanding of how to achieve ambitious, challenging goals and targets.	<b>E</b>	✓	✓	
Understands the principles of effective teaching and assessment for learning.	<b>E</b>	✓	✓	✓
Highly effective at delivering INSET working alongside and supporting colleagues together with strong negotiating and influencing skills.	<b>E</b>	✓	✓	
A relentless pursuit of best learning in the interests of all children and a commitment to inclusion encouraging everyone to do their best	<b>E</b>	✓	✓	
Excellent interpersonal skills in managing and coaching individuals at all levels to out perform against their targets and objectives while also decisively challenging under performance.	<b>E</b>	✓	✓	✓
Is able to build and maintain effective relationships with parents, carers, partners and the community that enhance the education of all pupils.	<b>E</b>	✓	✓	✓
The ability to analyse and use data to establish benchmarks and set challenging targets for improvement.	<b>E</b>	✓	✓	
An understanding of what constitutes an effective Academy Trust with high quality provision.	<b>E</b>	✓	✓	
Clear understanding of safeguarding legalities and promoting the welfare of children and young people alongside an expectation that all staff and volunteers will share this commitment.	<b>E</b>	✓	✓	✓
Highly competent organisational skills with astute financial knowledge and effective time management skills.	<b>D</b>	✓	✓	
The ability to make use of resources, including excellent understanding of the strategic importance of ICT and commitment to its innovative use in a working environment.	<b>D</b>	✓	✓	

<b>Personal Qualities</b>	<b>E/D</b>	<b>A</b>	<b>I</b>	<b>R</b>
A strategic leader able to plan and articulate a clear directive for the school.	<b>E</b>	✓	✓	
The ability to inspire, motivate, enthuse and encourage both staff and children possessing extensive knowledge of national education developments and a clear vision for the future of education.	<b>E</b>	✓	✓	
The ability to think strategically and respond flexibly to change, having vision, innovation and openness to ideas	<b>E</b>	✓	✓	
The ability and motivation to constantly improve own practice and knowledge through self evaluation and innovative thinking, taking appropriate risks as a means of improvement	<b>E</b>	✓	✓	
Ability to work calmly, patiently and sensitively under pressure and to manage and resolve conflict.	<b>E</b>	✓	✓	✓
To possess integrity and inspire commitment, enthusiasm and confidence from staff, children, parents/carers, governors and the community and the ability to establish and develop positive relationships throughout the school.	<b>E</b>	✓	✓	✓
To have a sense of humour and an ability to keep things in perspective.	<b>D</b>	✓	✓	
To have effective organisational and time management skills and the ability to support colleagues	<b>D</b>	✓	✓	✓

# What we can offer you

We understand that successful professionals value a range of benefits such as professional recognition, commensurate financial reward, job satisfaction, opportunities to innovate and a healthy work-life balance. As your future employer, we place importance on these aspects too and offer the following:

- Genuine investment in your professional development and future career
- The opportunity to contribute to the development of an exciting, forward-thinking organisation and to the development of Trust wide initiatives
- Peer to peer networking, collaboration and challenge in a truly supportive working environment.
- A supportive and engaged board of Governors and Trustees as well as a professional and helpful Central Team.
- Parents who enjoy getting involved in school life and an engaged and proactive PTA who raise substantial additional funds for the school.
- Comprehensive staff reward and well-being package:
  - Teachers’ Pension Scheme
  - Access to continuous professional development opportunities
  - Health Assured Employee Assistant Programme
  - Staff Well Being Day
  - Cycle to Work scheme
  - Discounted Gym Membership
  - Flu vaccination
  - Discounted retail savings via Vivup’s Employee Benefits Platform



# The Recruitment Process

Applicants are invited to apply via [mynewterm.com](https://mynewterm.com)

**Application Closing Date:** Tuesday 12<sup>th</sup> May 2026

**Interview Date:** Friday 22<sup>nd</sup> May 2026

A tour is positively encouraged to find out more about the school and is available by appointment. Please email the Trust HR Team [recruitment@mslt.org.uk](mailto:recruitment@mslt.org.uk)

## What we would like to know

Please read the attached job description and person specification and then complete the online application form and supporting statement covering the questions below, returning by the closing date.

### What skills, knowledge and experience will you bring to this role?

How well do you match what we are looking for in terms of your skills, knowledge and experience?

There may be skills, knowledge and experience that you have which do not fit neatly into our job description. Are there ways in which you think you can bring additional skills, contacts or knowledge that the School and Trust may find useful?

### Are you the right person for our organisation and team?

Please look at the list of personal attributes included in the person specification which we think would be valuable for the post-holder. Tell us why you think you would be a good match for our organisation.

### Do your values align with ours? Could your personal qualities make you an excellent fit for our school and Trust?

What achievements are you most proud of that demonstrate how your values and personal qualities have created measurable impact and how can you bring that impact to our School & Trust?