



# MAKE AN IMPACT THAT WILL LAST A LIFETIME.

Join our team.

## Recruitment Pack

Headteacher

Richmond School & Sixth Form

# Headteacher -

## Richmond School & Sixth Form

**Areté Learning Trust is seeking to appoint a dynamic and inspirational Headteacher for Richmond School and Sixth Form College.**

Richmond School and Sixth Form College is a thriving, inclusive community comprehensive school located in the historic market town of Richmond, on the edge of the beautiful Yorkshire Dales. Guided by our CREDIT values – Creativity, Respect, Excellence, Determination, Independence, and Teamwork – we pride ourselves on delivering an exceptional educational experience that is academically challenging and rich in opportunities.

We are looking for a leader who is approachable, with excellent communication skills, and who can build strong relationships across the school, local community, and the wider Trust. The successful candidate will work in partnership with our Trust Central Education Team, senior leaders and governors to build on the school's strong foundations and continue its trajectory of excellence, ensuring sustained success and advancement.

The Headteacher will demonstrate a commitment to the Trust's vision of ensuring that every learner is inspired and enabled to be the best they can be. We seek an ambitious leader with a proven track record of driving school improvement, fostering a culture of care, learning, and high expectations. This leader will champion our mission to deliver exceptional educational experiences and development opportunities for all.

### Richmond School Today

Richmond School is already a highly successful school with:

- Strong academic outcomes and a vibrant Sixth Form that consistently achieves above national averages.
- A reputation for excellence in sports, performing arts, and STEM subjects.
- A welcoming and inclusive ethos that values every individual and promotes personal growth.
- An exceptional Careers education provision, supported by highly qualified staff, the Quality in Careers Standard, and an extensive network of business partners, alumni, and friends.

- Formal links with the Goethe-Institut as a PASCH school, reflecting our commitment to and excellence in the teaching of German.
- Extensive opportunities for enrichment, including Duke of Edinburgh, international expeditions, and community projects.

### Extracurricular Excellence

Richmond School and Sixth Form College offers an exceptional extracurricular programme, which is one of its greatest strengths.

Students enjoy a diverse range of opportunities in music, sport, and performing arts, alongside academic enrichment and unique hobbies.

Our music provision includes ensembles, choirs, and concerts, while performing arts thrives through drama and dance productions across all year groups. Sport is central to school life, with pupils competing at area, county, and national levels in athletics, netball, cricket football, and more.

Beyond this, students can participate in clubs such as textiles, eco, and history, and take part in educational trips—from music tours in Germany to physics visits at CERN. These activities develop creativity, resilience, teamwork, and leadership, preparing students for life beyond Richmond School and Sixth Form College.

### Community Partnerships

Richmond School and Sixth Form College has strong ties with its local community. We work closely with local sports clubs, performing arts groups, and charities to enrich student experiences. Our partnerships include collaborations with cricket and rugby clubs, local theatre companies, and music organisations, providing students with opportunities to develop skills beyond the classroom.

The Duke of Edinburgh programme and Marrick Priory expeditions foster resilience and teamwork, while community projects and volunteering initiatives strengthen civic responsibility.

These partnerships reflect our commitment to holistic education and meaningful community engagement.

## Richmond School Trust Fund

Established in 1972, the Richmond School Trust is an independent charity that supports students and alumni up to the age of 25. It provides financial assistance for educational and extra-curricular activities, including school trips, Duke of Edinburgh, sports, arts, apprenticeships, and higher education.

The Trust also offers the Brackenbury Award, a one-off payment of up to £1,000 for students progressing to university or college. This fund demonstrates our commitment to removing barriers and enabling every student to thrive.

## Arrange Your Visit

We encourage prospective candidates to visit the school and meet with the CEO. We are offering two dates, **Wednesday 21st & Wednesday 28th January 2026**. If you would like an informal conversation about the role or to arrange a visit, please contact Luke Bowers by email at [info@theexcellencehub.co.uk](mailto:info@theexcellencehub.co.uk) or by phone **0345 257 0500**.

If you are ready for the next step in your career and believe your skills and experience make you the right fit for this exciting opportunity, we look forward to receiving your application.

## A Message from the CEO

Thank you for your interest in the Headteacher position at Richmond School & Sixth Form College. At Areté Learning Trust, our mission is clear: to be an excellent trust with excellent schools, where every learner is inspired and enabled to be the best they can be. We would be delighted for you to join us on this journey.

We are a values-driven organisation, and our commitment to excellence, equity, and integrity underpins everything we do. We recognise the unique value of every individual—staff and students alike—and are dedicated to ensuring that everyone within our Trust reaches their full potential through our guiding principle of “Striving for Excellence.”

Our approach is collaborative. We work closely with stakeholders and external partners to create opportunities that enrich the lives of our students and staff. We firmly believe that every child, regardless of background, deserves an outstanding education and equal opportunity to succeed. This belief drives us to create environments where every learner can thrive academically, socially, and emotionally.

As part of Areté Learning Trust, our schools share a collective ambition: to deliver exceptional educational experiences, foster a passion for lifelong learning, and empower students and staff to pursue their aspirations.

We are proud to be a community of schools that is inclusive, outward-facing, and committed to continuous improvement.

If you share our vision and values, and you have the ambition and expertise to lead Richmond School and Sixth Form College into its next chapter of success, we look forward to receiving your application.



**Mark McCandless**



**Chief Executive Officer, Areté Learning Trust**

## About the Trust

**Areté Learning Trust** currently has 11 schools and educates over 7,000 young people in and around North Yorkshire from ages 2-18. Our learners are at the heart of everything we do.

At Arété Learning Trust we work together and collaborate to ensure that all of our learners and our staff team have the chance to reach their potential.

## Our Trust Aspirations

Every learner in our Trust is inspired and enabled to be the best they can be.

### Our Trust is committed to promoting:

- Health, happiness and wellbeing
- A safe, disciplined and supportive environment
- A love of learning through a passionate and committed approach
- High standards and expectations
- Integrity, kindness and good manners
- Respect for individuality and difference
- Collaborative working to secure excellence

**Areté Learning Trust** strives for excellence in all aspects of educational provision to realise our aspiration for every child being the best they can be. Our ambition is to be one of the leading trusts in the North of England.

### Areté Learning Trust has 4 key aims:

#### Every Learner in Arété Learning Trust is educated in a great school.

...where the quality of education reflects the highest standards and behaviour, attitudes and outcomes are exemplary and consistent from everyone within the school community.

We want every learner to enjoy their learning journey in our schools and have real choices for the future.

We have a shared mission to deliver exceptional experiences and development opportunities across the Trust

#### Areté Learning Trust schools are schools of choice for parents

...a leading educational organisation in our communities that gives confidence.

We want to be the 'first choice' in the communities we serve and for our schools to be full, or growing, vibrant places to learn.

Every learner should have access to the best education whatever their starting point.

#### Areté Learning Trust is the employer of choice

...our schools and Central Team are great places to work.

We want staff development to be first class and to enable ambitious staff to progress in their careers.

We want our CPD networks to offer significant professional development opportunities - and to recruit and retain the very best people.

#### Areté Learning Trust is the partnership organisation of choice

...an outward-facing, collaborative and innovative learning-focused organisation.

We want external agencies and strategic partners to seek to work with us, and for us to have excellent capacity to support others.

Our reputation should attract like minded thinkers and innovators.

## Why work for us?

At Areté Learning Trust, we want every colleague to feel valued and understand how their contribution makes a difference. We are committed to creating an environment where staff thrive, feel empowered, and see the impact of their work on the lives of young people.

We seek individuals who take ownership, embrace challenge, and strive for excellence. In return, we provide a supportive and ambitious culture, with first-class professional development and opportunities for career progression. Our goal is to be the Employer of Choice, ensuring our schools and central team are great places to work.

### **Areté Learning Trust is committed to being the 'Employer of Choice'.**

To deliver the very best education for our learners, we recruit and retain exceptional people across all areas of our organisation. We look for colleagues who:

Regardless of role, we seek staff who:

- Hold high expectations of themselves and others.
- Live our Trust values of Excellence, Equity and Integrity.
- Show initiative and adapt positively to change.
- Inspire and motivate through strong interpersonal skills.
- Approach challenges with creativity and resilience.
- Influence effectively, work collaboratively.
- Are committed team players who share our vision.



### **Mick Fenwick**

Headteacher at Stokesley

"The Trust vision of helping everybody to be the best they can be permeates all of the schools. Everybody works collaboratively to achieve this goal; students, staff, parents and carers, the local community and wider partnerships."

### **Rebecca Bainbridge**

Headteacher at Mill Hill

"The best part of the journey has been working with professionals who are excited about education. It can be very isolating working within a school just by yourself, so talking and sharing ideas with others has been amazing"



# About the Role

Job Title	Headteacher - Richmond School & Sixth Form College
Start Date	01/09/2026
Contract	Permanent
Salary	£108,202 - £125,345 (L31 - L37)

The core purpose of the **Headteacher** is to provide professional leadership and management for the school. This will promote a secure foundation from which to achieve high standards in all areas of the school's work. To gain this success the Headteacher must establish high quality education by effectively managing teaching and learning and using personalised learning to realise the potential of all pupils. The Headteacher should establish a culture that promotes excellence, equality and high expectations of all pupils.

The Headteacher is the leading professional in the school. The Headteacher provides vision, leadership and direction for the school and ensures that it is managed and organised to meet its aims and targets. The Headteacher, working with the School Committee and others, is responsible for evaluating the school's performance to identify the priorities for continuous improvement and raising standards; ensuring equality of opportunity for all; developing policies and practices; ensuring that resources are efficiently and effectively used to achieve the school's aims and objectives and for the day-to-day management, organisation and administration of the school.

The Headteacher, working with and through others, secures the commitment of the wider community to the school by developing and maintaining effective partnerships with, for example, schools, other services and agencies for children, the Local Authority, higher education institutions and employers. Through such partnerships and other activities, Headteachers play a key role in contributing to the development of the education system as a whole and collaborate with others to raise standards locally.

Drawing on the support provided by members of the school community, the Headteacher is responsible for creating a productive learning environment which is engaging and fulfilling for all pupils

Begin your journey with a team dedicated to empowering every student to achieve their full potential. If you share our values and have the vision and ambition to drive excellence, we want to hear from you.

Please ensure that within your application you provide the names, addresses, and contact details for two referees, one of whom should be your current or most recent employer.

The closing date for applications is **Monday 2nd February 2026 at 12pm.**

Interviews will take place on **Thursday 5th and Friday 6th February 2026.**

Areté Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Appointments are made subject to an Enhanced DBS Check, and where applicable, a prohibition from teaching check will be completed for all applicants. In accordance with our statutory obligations under Keeping Children Safe in Education Arété Learning Trust is required to conduct an online search as part of our due diligence on shortlisted candidates.

This may help identify any incidents or issues that have happened, and are publicly available online, which Arété Learning Trust might want to explore with you. Further information on online searches can be found in paragraph 221 of Keeping Children Safe in Education.

The Trust is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

Under Part 7 of the Immigration Act 2016, the Public Sector fluency duty requires state funded schools to ensure candidates for their customer facing roles have the necessary standard of spoken English.

# Job Description

<b>Job Title</b>	Headteacher - Richmond School & Sixth Form College
<b>Grade</b>	£108,202 - £125,345 (L31 - L37)
<b>Responsible to</b>	Chief Executive Officer
<b>Staff Managed</b>	Whole School
<b>Contract</b>	Permanent
<b>Key Leadership Elements</b>	<p>The role of the Headteacher includes responsibilities as set out in the appropriate National Standards and in the school's role specifications and documentation.</p> <ul style="list-style-type: none"> <li>• Drive ambitious standards for all students, overcoming disadvantage and advancing equality; instilling a strong sense of accountability in staff for the impact of their work on students' outcomes.</li> <li>• Secure excellent teaching through an analytical understanding of how students learn and of the core features of successful curriculum intent and implementation, leading to rich opportunities.</li> <li>• Establish a culture of sharing best practice within school and across the wider Trust, in line with Trust strategy.</li> <li>• Create an ethos where all staff are motivated and supported to develop their own skills and knowledge, and to support each other.</li> <li>• Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning.</li> <li>• Hold all staff to account for their professional conduct and practice.</li> <li>• Ensure that the school's systems, organisation and processes are well considered, efficient and fit for purpose, upholding the principles of transparency, integrity and probity.</li> <li>• Provide a safe, calm and well-ordered environment for all students and staff, focused on safeguarding students and developing their exemplary behaviour in school and in the wider community.</li> <li>• Support the Trust governance model, ensuring that both the Local Governing Committee and the Trust Board meet their defined standards and hold the Headteacher to account for student, staff and financial performance.</li> <li>• Exercise strategic, curriculum-led financial planning to ensure the equitable deployment of school allocated budgets and resources, in the best interests of students and the school</li> <li>• Distribute leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account for their decision making.</li> <li>• Shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff.</li> <li>• Promote, support and develop an inclusive approach to meet the needs of all students.</li> <li>• Develop and implement the school development plan.</li> <li>• Accurately self-evaluate the quality of provision in conjunction with the Trust School Improvement Team and external parties.</li> </ul>

<b>Communications</b>	<ul style="list-style-type: none"> <li>• Inspire and influence others - within and beyond the school environment - to believe in the fundamental importance of education in young people's lives and to promote the value of education.</li> <li>• Promote the ethos and values of the school and the Trust so that they are lived out every day.</li> </ul>
<b>Partnership or Corporate Working</b>	<ul style="list-style-type: none"> <li>• Work with colleagues in the school and across the Trust as well as advisers and partners to ensure the continuous development of the school</li> <li>• Lead the development of transitional links with pre-11 and post-18 partners and institutions, as appropriate, in order to provide clear pathways for students and individuals within the community.</li> </ul>
<b>Resource / People Management</b>	<ul style="list-style-type: none"> <li>• Ensure that resources are well looked after and funds are spent wisely.</li> <li>• Ensure that the school environment offers an inviting working environment that is ordered, positive and welcoming.</li> <li>• Manage recruitment with the support of Human Resources.</li> <li>• Support classroom management, and accept overall responsibility for the behaviour and conduct of students within the school.</li> <li>• Ensure appropriate induction of staff and guide them through the expectations of the school.</li> <li>• Further the professional development of staff including planning effective use of CPD training and staff development time.</li> <li>• Deliver and support the Trust performance management process ensuring that all reviews are undertaken in an efficient, constructive and timely manner.</li> <li>• Ensure that all appropriate resources and teaching strategies meet the needs of the full range of age, aptitude and ability including students with special educational needs.</li> </ul>
<b>Skills Development</b>	<ul style="list-style-type: none"> <li>• Keep abreast of curriculum developments, evaluating and reviewing schemes of work and approaches to teaching as part of a continuous cycle of curriculum review and development</li> </ul>
<b>Safeguarding</b>	<ul style="list-style-type: none"> <li>• Lead safeguarding and promote the welfare of children, young people and adults, raising concerns as appropriate.</li> <li>• Know about data protection issues in the context of your role.</li> <li>• Maintain confidentiality as appropriate.</li> <li>• Have sound knowledge and understanding of the most recent safeguarding legislation.</li> </ul>
<b>Systems and Information</b>	<ul style="list-style-type: none"> <li>• Carry out the school self-evaluation process and, in accordance, create the school development plan ensuring that the school performs at a high standard at all times.</li> <li>• Work collaboratively with the Trust School Improvement Team to ensure that support and development is delivered to defined areas of the school to ensure high quality provision is delivered.</li> </ul>
<b>Data Protection</b>	<ul style="list-style-type: none"> <li>• To comply with the Trusts policies and supporting documentation in relation to Information Governance this includes Data Protection, Information Security and Confidentiality.</li> </ul>

<b>Health &amp; Safety</b>	<ul style="list-style-type: none"> <li>• Overall responsibility for the school's health and safety.</li> <li>• Work in conjunction with the central team to ensure that the school meets all health and safety compliance.</li> <li>• Work with colleagues and others to maintain health, safety and welfare within the working environment.</li> </ul>
<b>Flexibility</b>	<ul style="list-style-type: none"> <li>• Whilst this job outline provides a summary of the post, this may need to be adapted or adjusted to meet changing circumstances. Such changes would be commensurate with the grading of the post and would be subject to consultation. All staff are required to comply with policies and procedures.</li> </ul>
<b>Equalities</b>	<ul style="list-style-type: none"> <li>• Areté Learning Trust aims to make sure that services are provided fairly to all sections of our community, and that all our existing and future employees have equal opportunities.</li> <li>• Ensure services are delivered in accordance with the aims of the Equal Opportunities Policy Statement.</li> <li>• Develop your own understanding of equality issues.</li> </ul>
<b>Stakeholder Engagement</b>	<ul style="list-style-type: none"> <li>• The Trust requires a commitment to equity of access and outcomes, this will include due regard to equality, diversity, dignity, respect and human rights and working with others to keep vulnerable people safe from abuse and mistreatment.</li> <li>• The Trust requires that staff offer the best level of service to their stakeholders and behave in a way that gives them confidence. All will be treated as individuals, with respect for their diversity, culture and values.</li> <li>• Understand your own role and its limits, and the importance of providing care or support</li> </ul>

# Person Specification

Headteacher		
Qualifications	Essential	Desirable
Qualified Teacher Status	X	
Has achieved or is working towards gaining the NPQH		X
Evidence of continuous professional development	X	
Degree or equivalent	X	
Knowledge and Experience	Essential	Desirable
A proven track record of securing improvement in the quality of teaching and learning and raising standards	X	
Up to date knowledge of what research and inspection findings tell us about effective leadership, curriculum development and inclusion	X	
Ability to identify own learning needs and to support others in identifying their learning needs	X	
Evidence of strong teaching and developing the practice of others	X	
Experience of successful senior leadership at headteacher/ deputy headteacher level		X
Experience of using all relevant data to drive school improvement	X	
Excellent understanding of the Ofsted framework	X	
Strong understanding of statutory requirements relating to the curriculum and assessment	X	
Experience of developing and implementing curriculum models.	X	
Commitment to supporting preserving and developing the vision and values of the school and promoting an understanding of other faiths and cultures	X	
High expectations when managing, developing, inspiring, challenging and motivating staff	X	
Commitment to working across the Trust and with external, organisations and agencies	X	
An understanding of the legislation relating to SEND and to Keeping Children Safe in Education, including Prevent and British Values	X	
Previous experience of working and bringing about positive change in a school in challenging circumstances	X	
An understanding of the statutory duties and regulatory frameworks governing schools		X
Relevant experience in more than one key stage		X
Understanding of how a Multi-Academy Trust operates		X
Experience of working with sixth form		X

Strategic Leadership	Essential	Desirable
Ability to articulate and share the school's Vision, Aims, Values and character	X	
The confidence and ability to inspire and motivate staff and trustees to achieve the aims of the trust	X	
Evidence of having successfully translated vision into reality at school level	X	
Evidence of successful strategies for planning, implementing, monitoring and evaluating school improvement	X	
Evidence of analysing data, developing strategic plans, setting targets and evaluating progress towards these	X	
Demonstrable success in raising standards and meeting challenging targets	X	
Experience of effective strategies and approach to performance management		X
Skills, Qualities and Abilities	Essential	Desirable
Lead by example, demonstrating a 'can do' approach	X	
Empathy with staff	X	
Excellent interpersonal and communication skills to engage a range of audiences including staff, children, parents, governors, local authority and external agencies	X	
High expectation for children learning and attainment alongside high aspirations for all	X	
Ability to provide a safe, calm and well-ordered environment to facilitate excellent behaviour	X	
Ambition for our school	X	
A commitment to continuous school improvement	X	
Experience of offering challenge and support to improve performance	X	
Perseverance and resilience in the face of challenge	X	
Ability to remain calm, positive and enthusiastic when working under pressure	X	
Manage and resolve conflict	X	
Ability to organise work, prioritise tasks, make decisions and manage time effectively	X	
A belief in the importance of extra-curricular opportunities for all children	X	
Welcoming a "critical friend" approach	X	
Experience of presenting reports to Trustees and/or Governors		X

Leading and Managing Staff	Essential	Desirable
Substantial experience of leading whole school initiatives or staff teams	X	
Ability to delegate work and support colleagues in undertaking responsibilities	X	
Experience of performance management and supporting the continuing professional development of colleagues	X	
Evidence of applying safe recruitment practices and developing a safe culture within the school	X	
Successful involvement in staff recruitment, appointment and induction	X	

**PLEASE NOTE THAT SUCCESSFUL APPLICANTS WILL BE REQUIRED TO COMPLY WITH ALL TRUST POLICIES.**

The successful applicant will be subject to relevant vetting, health and reference checks, including online checks and a satisfactory enhanced disclosure before an offer of appointment is confirmed. *If you have not been contacted within one week of the closing date, please assume that your application has been unsuccessful on this occasion. We are unable to provide feedback on individual applications. Applications received after the closing time stated will not be considered.*