



JOIN OUR TRUST

Headteacher Information Pack - *St Albans Girls' School*

Aspire To Learn And Succeed



Headteacher

Application Pack

Thank you for your interest in the role of Headteacher at St Albans Girls' School

Welcome from ATLAS Executive Headteacher, Margaret Chapman

It is a great pleasure to welcome you to the STAGS community. We are a vibrant school, with learning at the heart of all that we do — socially and emotionally, as well as academically, so that all of our young people thrive.

At STAGS, expectations are high for both students and colleagues alike and it is a great joy to ensure that all can flourish. Leaders at all levels are exceptional and as a restless school, we set ourselves ambitious goals, always looking forward with clear vision and direction, removing barriers to ensure continuous progress and the highest standards for *all* in our Community.

At STAGS we are proud to excel in all that we do with strong values underpinning sustained achievements and successes through highly reflective, carefully planned strategies. As a Business & Enterprise Academy we encourage innovation and entrepreneurship through all aspects of the core and extended curriculum.

You will be joining STAGS at an exciting time in the history of our school and ATLAS Multi Academy Trust, as we merge with Alban Academies Trust on 1 September 2024 to form Ambition Education Trust, which will comprise 10 schools; five primary and five secondary. This position has arisen as I move into the Co-CEO role of our newly merged Trust.

We now wish to appoint an inspiring Headteacher; a leader who is passionate about ensuring the highest possible standards and outcomes for all of our wonderful young people, further building upon the great strengths of the school community, with no limits to success.

If you are keen to lead and work alongside a team of highly dedicated and empowered colleagues, then this is the perfect role for you. You will find further information in this applicant's pack and on our school and Trust websites: www.stags.herts.sch.uk, www.atlasmat.co.uk

We welcome informal discussions and warmly invite you to visit and see us in action.

We very much look forward to hearing from you.



Margaret Chapman

Executive Headteacher

Pack Contents

We hope you find the information in this pack informative

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Welcome from the Governing Body

Learning for Life in a Community where All can Excel

Dear Applicant

Thank you for your interest in the role of Headteacher at St Albans Girls' School. I am delighted that you are considering applying to lead our unique and wonderful school. This position has arisen as Margaret is moving into the Co-CEO role of our newly formed Ambition Education Trust, following 14.5 years of successful headship at STAGS.

Of greatest importance to the governing body is the continued success and prosperity of all of the young people in our care at STAGS. In the application pack and on our website, we have provided a flavour of the school in order to give you an indication of the scope and range of opportunities and possibilities that the post offers. I hope that you find the information that we have provided of sufficient interest that you decide to apply for the post.

Our new Headteacher should be a strong, approachable, compassionate and supportive leader who is passionate about the pursuit of teaching and learning in schools and enthuses in working with young people. The person specification provides a more comprehensive list of the qualities that we are looking for, but in essence we wish to a

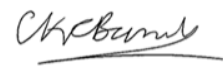
appoint somebody with the wisdom, experience and confidence to take the school forward; building on what is currently excellent and ensuring that we continue to improve by embracing the opportunities and challenges offered in our exceptional school.

I warmly encourage you to visit us and see the school 'in action'. Please contact Michelle Quinn, HR Team on 01727 8531334 to make an appointment.

I look forward to hearing from you and receiving your application by 9.00am on the closing date of Monday 24 June 2024.

The interviews for this post will be held on Monday 8 and Tuesday 9 July 2024.

Yours sincerely



Claire Barnard
Chair of Governors



"The local Governing Body of St Albans Girls' School complements and enhances the Leadership Team at St Albans Girls' School by providing support and challenge, ensuring that all statutory duties are met, and holding them to account to ensure improving outcomes for all students"

About St Albans Girls' School

Learning for Life in a Community where All can Excel

ABOUT US

St Albans Girls' School (STAGS) is a highly successful and heavily oversubscribed school in St Albans, Hertfordshire.

STAGS is graded an Outstanding World Class School with over 1400 students. We have GCSE results that place us in the top 100 secondary schools in the country and the top 3% nationally for student progress. At A Level, outcomes are very high and place us in the top 5% nationally in terms of value added quality of teaching and learning.

STAGS has an excellent reputation within the local community with strong support from governors, parents, students and a dedicated and highly motivated team of staff.

We are genuinely committed to the wellbeing of all of our students and staff. Our Positive Workload and Wellbeing Group (PWWG), with numerous benefits and opportunities for staff, demonstrates that we have a commitment to providing the very best for all members of the school community.

VISION AND VALUES

Our vision is to embrace *'Learning for Life in a Community where All can Excel'*, ensuring outstanding provision with academic achievement at its core, but social and life skills at its heart, so that our students have a genuine desire to succeed in a supportive environment.

Support - Helping each other thrive

Trust - Being confident, resilient and reliable

Ambition - Aspiring to be your best

Generosity - Contributing to our community and beyond

Success - Knowing and recognising achievement

"Students' attitudes to learning are exemplary. They apply themselves with determination and resilience to succeed, happily working together and supporting each other in their studies so that all make outstanding progress"

OFSTED



Job Description

Headteacher

Location: St Albans Girls' School
Salary: Range L32 - L39
£102 376 - £121 222
Hours: Full Time
Contract Type: Permanent

Working for St Albans Girls' School

MAIN PURPOSE

- To provide vision and leadership for the school; creating, maintaining and developing the ethos which enables students and teachers to achieve effective learning so that the school's aims and values are implemented in accordance with the policies of the Trustees and education strategy
- Create an outward facing school working with others in the wider Trust and beyond, in a climate of mutual respect and challenge, to champion best practice and secure excellent achievements for all students
- Continually evaluate the school's performance, successfully identifying the priorities for continuous improvement and raising standards
- Lead the day to day management, organisation and administration of the school with effective and efficient use of available resources, ensuring a community of equal opportunity for all
- Collaborate and partner with other schools within the ATLAS/ Ambition Education Trust
- Allocate financial resources appropriately, efficiently and effectively
- Inspire students and staff to achieve their full potential within our supportive community
- To deliver the highest standards of behaviour, safety and wellbeing for all



SCHOOL CULTURE

The Headteacher will:

- work with the Governing Body and CEO of ATLAS/ CoCEO Ambition to establish and sustain the school's ethos and strategic direction in partnership with Trustees and Governors and through consultation with the school community
- create a culture where students experience a positive and enriching school life
- uphold ambitious educational standards which prepare all students for their next phase of education and life
- promote positive and respectful relationships across the school community and a safe, orderly and inclusive environment
- recruit, retain and effectively deploy high-quality staff within a culture of high staff professionalism

TEACHING AND LEARNING

The Headteacher will:

- sustain the highest quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how students learn
- ensure teaching is underpinned by high levels of subject expertise and approaches which respect the distinct nature of subject disciplines
- ensure that learning and students' development is at the centre of strategic planning and resource management
- ensure that a culture of motivation and support pervades where all students develop confidence to achieve their full potential
- ensure creativity, innovation and the use of appropriate technologies to achieve excellence
- demonstrate and articulate the highest expectations with challenge targets for the whole school community

CURRICULUM AND ASSESSMENT

The Headteacher will:

- ensure a broad, balanced, well-structured and coherent curriculum which is engaging, diverse and flexible, clearly setting out the knowledge, skills and values that will be taught

- establish effective curricular leadership, developing subject leaders with high levels of relevant expertise, with access to professional networks and communities
- ensure that all students are taught to read through the provision of evidence-informed approaches to reading, particularly the use of systematic synthetic phonics that teach early reading
- ensure valid, reliable and proportionate approaches are used when assessing pupils' knowledge and understanding of the curriculum

BEHAVIOUR AND ATTENDANCE

The Headteacher will:

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

SUPPORT OF ADDITIONAL AND SPECIAL EDUCATIONAL NEEDS AND DISABILITIES

The Headteacher will:

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

PROFESSIONAL DEVELOPMENT

The Headteacher will:

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

ORGANISATIONAL MANAGEMENT

The Headteacher will:

- ensure the protection and safety of students and staff through effective approaches to safeguarding as part of the duty of care
- prioritise and allocate financial resources appropriately, ensuring efficiency, effectiveness and probity in the use of public funds
- ensure staff are deployed and managed well with due attention paid to workload
- establish and oversee systems, processes and policies that enable the school to operate effectively and efficiently
- ensure rigorous approaches to identifying, managing and mitigating risk
- ensure effective strategies and procedures for staff induction, professional development and performance review

CONTINUOUS SCHOOL IMPROVEMENT

The Headteacher will:

- make use of effective and proportional processes of evaluation to identify and analyse complex or persistent problems and barriers which limit school effectiveness, and identify priority areas for improvement

- develop appropriate evidence-informed strategies for improvement as part of well-targeted plans which are realistic, timely, appropriately sequenced and suited to the school's context
- ensure careful and effective implementation of improvement strategies, which lead to sustained school improvement over time

WORKING IN PARTNERSHIP

The Headteacher will:

- forge constructive relationships beyond the school, working in partnership with parents, carers, the local community and Trust schools
- commit our school to work successfully with other schools and organisations in a climate of mutual challenge and support
- collaborate with other schools within ATLAS/Ambition and STASSH to share expertise and bring positive benefits to all
- encourage all colleagues to collaborate with other schools within ATLAS/Ambition and beyond

GOVERNANCE AND ACCOUNTABILITY

The Headteacher will:

- understand and welcome the role of effective governance, upholding their obligation to give account and accept responsibility
- establish and sustain professional working relationships with those responsible for governance
- ensure that staff know and understand their professional responsibilities and are held to account
- ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties
- undertake annual performance management, setting and agreeing targets linked to school improvement priorities with the school Governors and CEO of ATLAS/CoCEO Ambition
- have due regard to the requirements of the current or prevailing Ofsted framework for the inspection of schools

CRITERIA	ASSESSED BY
<p>Qualifications:</p> <ul style="list-style-type: none"> • A good Honours Degree (or equivalent) • Qualified Teacher Status • NPQH or near completion • Evidence of commitment to continuous professional development 	<p>Application/ Documents/ Interview</p>
<p>Experience:</p> <ul style="list-style-type: none"> • Recent successful leadership as a Head or Deputy Head within an 11-18 state secondary school • Evidence of being an outstanding classroom practitioner who inspires and is respected by students and staff • Successful experience of managing whole-school strategic initiatives through a complete cycle, including the monitoring, evaluation, and review of initiatives • Planning and implementation of initiatives for raising attainment and raising the quality of teaching and learning through training, support, and lesson observation • Demonstrable experience of the successful management of financial and human resources through curriculum planning and financial management • Experience of development/improvement action planning and target setting across the school and measuring the impact of these strategies • Experience of driving outstanding performance management, including a successful track record of developing and implementing strategies to optimise performance 	<p>Application/ Documents/ Interview</p>
<p>Leadership skills:</p> <ul style="list-style-type: none"> • Create and secure commitment to a compelling vision for the school providing strategic direction for staff, students and the community • Hold and articulate clear values and moral purpose, focused on providing an excellent education for the students • Demonstrate optimistic personal behaviour, positive relationships and attributes towards students and staff and towards parents, Governors and members of the community • Lead by example with integrity, creativity, resilience and clarity, drawing on their own scholarship, expertise and skills, and that of those around them • Build upon our current high levels of performance by supporting and developing team-working across the whole school community • Initiate and manage change and improvement in pursuit of higher standards and strategic objectives • Prioritise, plan and organise own work and direct, coordinate and provide professional direction to the work of others • Devolve responsibilities, delegate tasks and monitor performance to ensure high standards and the development of professional practice among staff, with evidence of objective assessment of the work of staff • Create a structured environment where students and staff can thrive, setting standards as a role model • Manage and motivate staff to achieve the highest standards, within the necessary constrained resources of the school • Experience of working collaboratively with the Governing body and Trust and other schools, agencies and organisations to drive forward the development opportunities of the school 	<p>Application/ Activities/ Interview</p>

CRITERIA CONT'D	ASSESSED BY
<p>Knowledge and Understanding</p> <ul style="list-style-type: none"> • An excellent understanding of how students learn and develop, how teachers can best teach, and how to sustain and further enhance current standards • Knowledge of current national policies, educational issues, and the statutory and legal framework within which a school operates • A comprehensive understanding and commitment to inclusion and proven experience in the effective development of practices to deliver ambitious outcomes for all students including those with SEND and higher attainers • Experience of delivering successful behaviour management strategies to ensure students develop in a happy, safe, and supportive environment 	<p>Application/ Activities/ Interview</p>
<p>Competence and Expertise</p> <ul style="list-style-type: none"> • Command credibility and respect through expertise, experience and commitment to professional development • Make informed use of inspection, benchmarking and research findings, and apply good practice from other sectors and organisations 	<p>Application/ Activities/ Interview</p>
<p>Communication and Problem Solving Skills</p> <ul style="list-style-type: none"> • Think creatively and imaginatively to anticipate and solve problems, and identify opportunities for the school • Interrogate numerical and financial data with confidence and use it to make decisions based upon analysis and interpretation • Seek advice and support where necessary • Demonstrate reasoned judgement in difficult circumstances • Deal sensitively with people of very different and demanding expectations, demonstrating an ability to avert and resolve conflict • Communicate and influence effectively with, and secure the cooperation of a wide range of people • Create a culture of effective communication across the whole school community, and implement appropriate systems to support this • Chair meetings effectively • Develop, maintain and use an effective network of working contacts across all of the agencies and communities that the school interacts with 	<p>Application/ Activities/ Interview</p>
<p>Personal Qualities and Effectiveness</p> <ul style="list-style-type: none"> • Work under pressure and to deadlines • Continue to demonstrate effective performance against their job description under pressure and in the toughest of circumstances • Achieve challenging professional goals • Take responsibility for their own professional development • Create a strong, positive personal impact, conveying authority, confidence and warmth • Demonstrate adaptability to changing circumstances and new ideas • Demonstrate an understanding and commitment to equal opportunities and in dealing with any issues of perceived discrimination • Demonstrate courage, vigour, pragmatism and perseverance • Demonstrate enthusiasm for and commitment to the role, along with reliability and absolute integrity 	<p>Application/ Activities/ Interview</p>
<p>Safeguarding</p> <ul style="list-style-type: none"> • Display commitment to the protection and safeguarding of children and staff • Up to date knowledge and application of relevant legislation and guidance for working with and the protection of children and young people • Experience of leading safeguarding in a school 	<p>Application/ Activities/ Interview</p>

BENEFITS

At St Albans Girls' School, we have a genuine commitment to ensuring staff wellbeing. Here is a snapshot of our Benefits on offer:

- A salary aligned to school teachers' pay scales, NJC pay scales and awards
- Generous pension benefits with the TPS or LGPS
- An Employee Assistance Programme and wellbeing portal that provides health and wellbeing support
- Financial advice
- Work Life Balance focus with a dedicated workload and wellbeing team
- On-site parking with electric vehicle charging points
- Outstanding personal and career development
- Excellent facilities
- An exceptional opportunity to make a significant impact on student outcomes

Scan the QR code below to access the full range of services at St Albans Girls' School



WHAT OUR COLLEAGUES SAY ABOUT WORKING AT STAGS

“STAGS is a professional, fast-paced environment with dedicated staff and students that have a significantly increased worth ethic, which makes me feel like the time and effort I put into my planning and teaching is very worthwhile”
Mr J James

“I have worked at STAGS since 2008. I love it here - the school has an amazing vibe to it, friendly, professional, with a strong community ethos. The students are happy and enthusiastic learners that take a proactive role in school life”
Miss H Bowman

“I have worked at STAGS since September 2020, where I started as an IT Apprentice. There is such a great community atmosphere in the school with approachable and friendly members of staff. STAGS is very professional and really supportive with a fantastic IT team”
Mr B Young

HOW TO APPLY

Headteacher

Location: St Albans Girls' School

Salary: Range L32 - L39
£102 376 - £121 222

Hours: Full Time

Contract Type: Permanent

We hope you have found this pack useful. For further details and to apply online, please visit www.stags.herts.sch.uk or scan the QR code below:



If you would like to arrange a tour, please contact:
hr@stags.herts.sch.uk

The closing date for applications is:
9am Monday 24 June 2024, with interviews being held on **Monday 8 July and Tuesday 9 July 2024**



Our Commitment

St Albans Girls' School and all of its staff are committed to safeguarding and promoting the welfare of children. We expect all staff and volunteers to share this commitment. The successful applicant will be subject to an enhanced DBS check and references. We strongly promote equality of opportunity and minimise unconscious bias by presenting blind view applications to hiring managers and ensure ethnicity is unknown throughout all hiring processes.

Progress & Partnership



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