



## Welcome to Tiverton High School

We are hugely proud of the achievement of our students and Tiverton High School is truly at the heart of our community. We believe education should empower young people, giving them the knowledge to make sense of the world and grow into citizens who make a difference. This must be supported by a curriculum that gives students the power to think for themselves, shaped by what they need to know, understand and fulfil, in order to have happy, successful and prosperous lives. Essential as good examination results are, students should be inspired by excellent teaching, strong relationships with staff and invaluable enrichment, into whatever pathway they choose as they move into the next stage of their lives.

We aspire for every child to work hard, be kind and aim high. This is underpinned by our whole school priorities of Exemplary Behaviour, Great Teaching and Connecting Communities.



We aim for a culture of exemplary behaviour through clear and high expectations, positive reinforcement, and consistent practices, so that behaviour is conducive to learning, where students show respect for themselves and others. High-quality teaching meets the needs of all students and promotes continuous improvement so that we are truly inclusive enabling students to feel safe, have a



---

BELIEF IN EVERY CHILD

sense of belonging and be successful learners. We create a strong, inclusive school culture, where everyone feels valued and connected, so attendance is high and there is a strong sense of belonging. Relentless routines, visible kindness.

The school is on a rapid improvement journey and our approach and school culture is set by us, through our shared purpose and vision. We will ensure our culture is one of **collective optimism** whilst being **relentless with our routines** and demonstrate **visible kindness** to the school community.

For our strategy to succeed our school culture has to enable the behaviours (**relentless routines and visible kindness**) we expect to see every minute of every day so they become our 'norms'. All adults need to be aligned to our culture and strategy and model these behaviours.

Tiverton High School serves the beautiful and historic market town of Tiverton in mid Devon and is within easy commuting distance to the regional centers of Exeter and Taunton. We can be found just off junction 27 of the M5. We are within easy reach of areas of outstanding national beauty such as the Blackdown Hills, Dartmoor, Exmoor and close to the lovely Devon coastline.



# Role

## **Headteacher – Tiverton High School**

**Full time, Permanent**

**Leadership scale 32-37 (£106,626 – £120,524)**

**Start Date: September 2025**

The governors of Tiverton High School are working with the CEO and Trustees of Blackdown Education Partnership to find an exceptional individual with the skills and qualities to make a real difference to the pupils and staff at Tiverton High School.

You will possess strong moral purpose, a vision for great education, an absolute commitment to ensuring the most vulnerable and disadvantaged pupils are front and centre of your ambition, and the drive and leadership qualities to deliver this.

The Blackdown Education Partnership (BEP) has been named by the Regional Director as the preferred sponsor for Tiverton High School a process which we expect to be concluded for the new academic year. This means that the successful candidate will be joining a MAT with a track record of improving schools, an outstanding reputation locally and regionally and a team of talented and supportive colleague headteachers and Trust leaders.

The Blackdown Education Partnership is a Trust of primary and secondary schools across both Somerset and Devon and Tiverton High, once it joins, will be one of four BEP schools in beautiful Mid-Devon. Every community deserves a great school, and we will do everything we can to support the successful candidate to take Tiverton High School on this transformational journey.

This is an exciting opportunity but a challenging one and our pupils are looking for a Headteacher who can rise to this, build the community's trust and confidence in their school and who will enable them to flourish academically, socially and personally.

Please take time to read the whole pack, visit the school if you can, research the Trust and our strategic plan and attend an information session if you cannot visit in person or you still have questions.

## **How to Apply**

You are strongly urged to visit Tiverton High School prior to submitting an application, but we also understand if this is not possible and would not want it to be a barrier to applying. James Lamb, Acting Headteacher will be available to show prospective candidates around the school at the following times.

- 19<sup>th</sup> March 2025 – 2.00pm
- 20<sup>th</sup> March 2025 – 9.00am



- 21<sup>st</sup> March 2025 – 9.00am

Please contact Meg Hepworth ([MHepworth@Tiverton.devon.sch.uk](mailto:MHepworth@Tiverton.devon.sch.uk)) directly to arrange a visit to the school.

Additionally, we will also be holding two information sessions, with Lorraine Heath, CEO, over Teams where you can find out more about the school, the Trust and ask any questions about the post. You can book into one of these slots by contacting Paula Gibson: [gibsonp@bep.ac](mailto:gibsonp@bep.ac)

Times available are;

- Wednesday March 5<sup>th</sup> 4.00pm
- Thursday March 13<sup>th</sup> 6.00pm

CVs are not accepted, please complete the application form in full. If you can meet the requirements of this role, we would love to hear from you. All applications should be made by completing the online application form via E-teach available at [www.bep.ac/vacancies](http://www.bep.ac/vacancies) and include evidence of how you meet the person specification for the role. For full details of the role, please see the job description and person specification.

**Closing date: Monday 24th March 2025**

**Interviews: Thursday 3<sup>rd</sup> April 2025  
Friday 4th April 2025**



# Job Specification

**Job Title:** Headteacher, Tiverton High School  
**Location:** Tiverton, Devon  
**Salary Grade:** Leadership scale 32-37  
**Working time:** Full time, Permanent

## Key Purpose of the Job

**To be accountable for the overall performance of Tiverton High School, its relationship with its community and the Trust and upholding the mission and values of Blackdown Education Partnership following a successful transition into the MAT.**

1. Ensure that the school provides an excellent quality of education for all pupils at the school.
2. Ensure that effective safeguarding is at the heart of all decision making
3. Build on existing strategies for transforming the educational experiences and outcomes of pupils and enact measurable and sustainable improvement
4. Communicate the school's vision to all stakeholders and drive the school improvement strategy empowering all pupils and staff to excel.
5. Set targets for pupil achievement and progress which reflect an ambition for what all pupils can achieve, and through which disadvantaged pupils are enabled to achieve in line with their peers.
6. Establish a creative, responsive and effective approach to teaching and learning and be relentless in its implementation and monitoring impact.
7. Implement effective change management when change is necessary, leading change and ensuring buy in from all key stakeholders.
8. Build effective relationships and make a positive contribution to the collective work of the Trust.
9. Ensure compliance in terms of all statutory and legal duties.
10. Deliver financial sustainability
11. Manage all staff, ensuring they are working consistently and effectively across the school
12. Develop a transparent and positive relationship with all stakeholders





## **Main Duties and Responsibilities**

### **Delivering High Quality Education**

1. Secure consistently high standards of teaching and learning and assessment across the school and in every year group.
2. Ensure that disadvantaged pupils and those with SEND receive the highest quality teaching and support
3. Ensure that developments within the school are consistent with our core objectives and further seek to serve our local community.
4. Demand ambitious standards for all pupils overcoming disadvantage and advancing equity, instilling a shared sense of accountability in staff for the impact of their work on pupil outcomes
5. Ensure that a commitment to a fully inclusive approach permeates all decision making
6. Seek to create and sustain a highly ambitious culture which secures excellence both in and outside of the classroom
7. Deliver excellent outcomes for all pupils in order that they make strong progress and are supported to take their chosen next steps post 16.

### **Leadership and Management**

1. Promote the sharing of best practice across the school between teachers and a culture where less than good practice is challenged and improved.
2. Create an ethos within which all staff are motivated and supported to develop their own skills and support each other.
3. Ensure high levels of staff morale and well-being
4. Engage in the effective recruitment, induction and retention of high-quality staff
5. Identify emerging talents at all levels, coaching and encouraging aspiring leaders in a climate of excellence, leading to good succession planning.
6. Hold all staff accountable for professional conduct and practice.





7. Ensure that systems, organisation and processes are all effective, efficient and fit for purpose, upholding the principles of transparency integrity and probity.
8. Provide a safe, calm and well-ordered environment for all pupils and staff with a strong focus on safeguarding and the development of exemplary behaviour in school and in the wider society.
9. Enable effective curriculum delivery through appropriate sharing of teaching expertise.
10. Establish and implement rigorous systems for managing the performance of all staff, addressing under-performance, supporting staff to improve and valuing excellent practice.
11. Monitor, evaluate and review school practice and promote school improvement strategies.
12. Welcome strong governance and actively support the local governing body and Trustees to deliver their functions producing relevant reports and key information as required
13. Ensure that all leaders within the school are supported and challenged to undertake their leadership responsibilities and seek to create effective teams of developing leaders at all levels in the school.
14. Uphold and model the highest personal and professional standards including integrity, honesty, diligence and respect for others at all times when executing duties in line with the post and taking a tough principled stand where necessary.



### **Wider engagement and contribution**

1. Develop the capacity for the school to work across Blackdown Education Partnership and improve outcomes for all pupils.
2. Develop effective relationships with other services to improve academic and social outcomes for all pupils.



3. Work effectively with other Headteachers across the Trust to share best practice and create effective Trust wide systems where appropriate
4. Inspire and influence others-within and beyond the Multi Academy Trust-to believe in the fundamental importance of education.
5. Engage positively with parents, governors and friends of the school to maintain strong relationships and partnerships and safeguard the reputation of the school and the Trust at all times.
6. Maintain a presence in local and national professional networks and through these and other means ensure a current overview of relevant policies and developments.



### **General**

1. Ensure compliance in terms of all statutory and legal duties - that the school is compliant in terms of statutory and legal obligations, such as H&S, Fire Management and Safeguarding and ensure that policies, systems and processes are integrated, consistent and working effectively.
2. With the support of the Chief Financial Officer/School Business Manager, lead on strategic financial planning to ensure the equitable deployment of budgets and resources, in the best interests of pupil outcomes and the sustainability of the school
3. Prepare policy review papers as required and requested.
4. Maintain strong relationships with the School's Local Governing Committee and provide them with accurate, timely and relevant information to enable them to discharge the duties that have been delegated to them by the Trust Board.
5. Contribute to the safeguarding and promotion of the welfare and safety of children and young people with regard to the relevant documents published by the Department of Education, within any School within Blackdown Education Partnership.





### **Other Duties**

1. Be committed to your own continuing professional development and will participate in induction training, staff review processes and professional development opportunities.
2. To undertake additional duties as required, commensurate with the level of the post.
3. The post-holder will be expected to have an agreed working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, members of other agencies and community members.

### **Special Factors**

1. This role will involve traveling between schools within the Trust (and new ones that may join in the future). The reimbursement of travel costs to schools, other than the location of your home school, will be as per the Trust's travel policy.
2. There will be a requirement to work beyond school hours particularly in supporting and attending school and Trust based events.
3. Working patterns will be aligned with school term dates and holidays must be taken during school closure periods
4. The post-holder will support the achievement of the Trust's objectives by working proactively with colleagues on projects or activities outside their direct area of responsibility as required.
5. The post-holder is expected to familiarise themselves with and adhere to all relevant Trust and Policies and Procedures.
6. To be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children and to report any concerns in accordance with the Trust's safeguarding policies.
7. To comply with legislation, policies and procedures relating to confidentiality and data protection, reporting any concerns to the appropriate person.
8. To comply with the Trust's ICT Acceptable Use and Confidentiality Agreement for Staff.
9. To comply with the Trust's Health & Safety policy, procedures, and statutory requirements.



## Person Specification

Qualifications	Essential	Desirable
Minimum of degree level qualification or equivalent	✓	
Qualified Teacher Status	✓	
NPQH		✓
Advanced (Level 3) safeguarding training		✓
Relevant post graduate management qualification or equivalent		✓
Completion of other recognised leadership development qualification		✓
Knowledge and Experience		
A proven track record of senior level strategic leadership and management in a similar setting	✓	
Knowledge of the wider educational developments and policy	✓	
A proven track record of transformation or turnaround in a school in challenging circumstances		✓
A comprehensive understanding of curriculum development, pedagogy, innovation and delivery to a high standard	✓	
Awareness of regulatory and inspection frameworks	✓	
Secure knowledge of DfE publications and guidance which regulate safer working practices and approaches to vulnerable children and young people.	✓	
Effective management of student behaviour in order to drive aspirations and success	✓	
Effective management of people to maximise their performance	✓	
Experience of working with and reporting to a Board or Governing Body		✓
Experience of managing budgets combined with a proven track record of maintaining robust financial management systems		✓
Experience of developing successful partnerships with a wide range of external stakeholders including local authorities, employers, businesses, educational institutions, professional organisations and government agencies.		✓
Ability to establish a positive ethos with an accent on high achievement for all	✓	
Strategic vision and the ability to articulate and implement the strategy	✓	
Excellent written and verbal communication skills, including the ability to carry out effective negotiation	✓	



Personal Qualities		
Empathy with the needs and aspirations of all pupils	✓	
An excellent communicator, able to take the lead in promoting the school and trust to the wider community and larger audiences	✓	
A passionate commitment to the raising of standards of achievement	✓	
High standards of personal and professional integrity	✓	
A personal commitment to the principles of equality and diversity	✓	
A willingness to contribute to system leadership and to support the development and improvement of other schools within and outside of the Trust	✓	
A sense of humour and the ability to bounce back when things don't work out as hoped for	✓	
Appreciation of work life balance	✓	
Willingness to ask for help and support if necessary.	✓	

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

As this post meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants who are offered employment will be subject to an Enhanced Disclosure and Barring Service Check (DBS) before the appointment is confirmed. This will include details of ALL cautions, reprimands, or final warnings as well as convictions, whether "spent" or "unspent". Criminal convictions will only be taken into account when they are relevant to the post.

You have a duty of care for your own health and safety at work and that of others who may be affected by your actions at work.

**The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to a satisfactory Disclosure and Barring Service (DBS) Enhanced Disclosure Certificate.**

