



**HIGHAM LANE
NORTH ACADEMY**

Deputy Headteacher

September 2025

Leadership Scale L16 – L20



Welcome from the CEO to Central England Academy Trust



Thank you for your interest in joining Central England Academy Trust as the Deputy Headteacher of Higham Lane North Academy.

This is an exciting and unique opportunity for a highly effective and experienced senior leader to be part of the opening and shaping of a brand new 11 – 16 school.

Our growing Trust currently consists of a diverse family of 4 schools in the Nuneaton area: a primary special school, a secondary special school and two mainstream secondary schools. We have a fifth school – a primary special school in Birmingham - joining us in September 2025.

Our Trust's core values summarise what is important to us and what we actively promote:



Collaboration:

working together and with others to achieve the very best for the staff, pupils and families that we serve.



Equity:

recognising the individuality and uniqueness of our staff and pupils, and that we do not all start from the same place. We strive to provide all of our staff and pupils with what they need in order to have equal access to opportunities, to thrive and to succeed.



Aspiration:

to be ambitious for all of our staff and pupils and have the highest expectations of them, supporting them to achieve to the very best of their potential.



Trust:

ensuring that everyone in our MAT feels safe and supported in all that they do.

I hope this application pack provides you with the information needed to consider applying for this position, and I wish you every success with your application.

Best wishes



Andrew Dickinson
Chief Executive Officer

Employee Benefits of working at Central England Academy Trust

We strive to be an employer of choice, and are committed to ensuring our employees feel valued, appreciated and at the heart of what we do.



We have a number of core benefits which include:

Professional Development

- We support all our schools and services to offer professional development that is rooted in the evidence of what improves teaching and learning.
- We listen to what your career aspirations are and how we can support you within your role.
- We provide Trust-wide CPD in key areas, including SEND, behaviour and teaching and learning.
- We support staff in accessing a wide range of qualifications, including Diplomas, Masters and National Professional Qualifications (NPQs).

Appraisal

- Our staff appraisal focuses on supporting our employees to be the very best they can be. There is no performance-related pay in our Trust, and we put staff at the heart of what we do so they can put children at the heart of what they do

Apprenticeship Levy

- As a large employer we pay into the Apprenticeship Levy Fund and are therefore able to offer a wide range of apprenticeships to both new and existing staff.

Pension Schemes

- A contributory pension scheme relevant to your role: Teachers' Pension Scheme for teaching staff, and the Local Government Pension Scheme for non-teaching staff.

Employee Support Schemes

- Subsidised eye care for extended VDU users
- A Gym Membership Scheme
- A Cycle to Work Scheme
- An Employee Assistance Programme, providing practical and emotional support.
- An Employee Benefits Scheme, offering discounts on everyday essentials
- A Health Cash Plan benefit, providing reimbursements for various health-related expenses, including dental treatments, optical care, physiotherapy and more

Foreword



Are you an experienced senior leader with a proven track record looking to make a difference to young people's lives that will be exciting, challenging and rewarding?

Are you an experienced senior leader who shares a strong commitment to aspiration and ambition for young people within a culture of inclusivity and belonging?

At Higham Lane North Academy we are seeking an experienced senior leader to be Deputy Headteacher. As Deputy Headteacher you will work alongside the Headteacher to ensure that Higham Lane North Academy fulfils its pledge of excellence for pupils and staff.

This is a very exciting opportunity to be part of a brand-new 11 – 16 school that has proven to be extremely popular so far with families in the community, and is set to open in September 2025 to 150 Year 7 pupils. Each year an additional 150 – 180 pupils will join the school and by 2030 there will be 900 pupils on roll.

Main purpose

The deputy headteacher, under the direction of the headteacher, will take a major role in:

- Communicating the school's vision in a compelling way and supporting the headteacher's strategic leadership
- Formulating the aims and objectives of the school
- Establishing policies for achieving these aims and objectives
- Monitoring progress towards the achievement of the school's aims and objectives
- Support with the transition process of the founding cohort
- Support with the day-to-day management of the school
- Managing staff and resources to that end

If the headteacher is absent, the deputy headteacher will deputise, as directed by the governing board.

The deputy headteacher will also be expected to fulfil the professional responsibilities of a headteacher, as set out in the School Teachers' Pay and Conditions Document (STPCD).



How to apply

Please complete the Application Form, as well as the Equality Details Form, that you will find on the School's website (www.hlna.co.uk) and email them to jobs@hlna.co.uk, indicating in the message title the post you are applying for. If you would like to have a chat about this post, please contact Kirstie Robinson, Headteacher Designate, on 024 7638 8123.

The closing date for applications is midday, Monday 20th January 2025 with a proposed interview date of Monday 27th January 2025.

Please address the following points when completing the 'Additional Information' section of the application form: -

- why you feel your personal qualities and experience make you an excellent candidate for this position;
- your specific ideas about what you can do as Deputy Headteacher to ensure pupils at Higham Lane North Academy are safe, happy and make excellent progress.

About Higham Lane North Academy



‘Everyone will excel through our high expectations and high levels of care and support. Higham Lane North Academy is a school where everyone is included and everyone belongs.’

Kirstie Robinson
Headteacher

We are aspirational and ambitious for the children of Higham Lane North Academy. We are committed to, and believe very strongly, that our pupils are given the very best education with which to build the foundations of their futures. Our core values of wisdom, pride, integrity, compassion and kindness will be the foundation of every policy, interaction and decision at Higham Lane North Academy between all members of staff, pupils and within the community. The North Way, based on supportive routines and expectations for success will be palpable throughout the school, meaning that teachers can flourish and thrive as they educate our pupils to be the best they can be.

Why be a key part of Higham Lane North Academy?

We hold a strong commitment to supporting you to be the best that you can be as a professional. Not only will we continue to support your ongoing professional development, but we are unwavering in our commitment to provide you with the opportunity to be valued as an integral part of a team with your contributions recognized and celebrated within a culture of wisdom, pride, integrity, compassion and kindness.

The first year and beyond at Higham Lane North Academy

In the first year we will be a fairly small team of approximately 18 – 20 teaching and support staff. As more pupils join the school, inevitably the team will grow. The first year provides us with a unique opportunity to work closely together and beyond subjects to support each other.

Your Environment

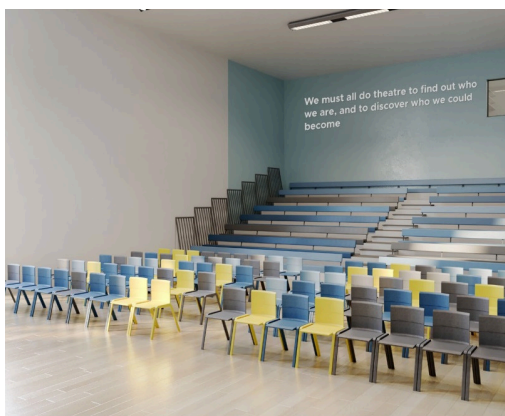


The school building and grounds

Higham Lane North Academy's building and grounds have been planned to create a learning environment that will provide high-quality educational provision, academic excellence, exceptional pastoral care and personal development in a school that will be at the heart of the community. Our convenient location provides easy access from the new Northern Link road that will link new housing developments in the north and east of Nuneaton, from the A5, and by bus. There will also be a dedicated walking/cycling lane along the new access route and a secure compound for bike storage.

The impressive, state of the art facilities include:

- An impressive assembly hall
- A well-stocked library and learning space
- Designated staff work room areas with facilities
- IT-rich classrooms
- Spacious dining hall with outdoor canopy
- Drama studio
- Dance studio
- Curriculum habitat areas
- Outdoor learning spaces
- Indoor sports hall
- Four outdoor tennis/basketball/volleyball/netball courts
- Four outdoor multi-use pitches for sports such as rugby, football and athletics plus a grass running track around the largest of these with capacity for field events
- Outdoor amphitheatre
- Separate optional entrance for children with SEND.
- Designated SEND garden
- Meadow grass planting and flowering lawns creating an ecological corridor across the site





HLNA is a school where everyone belongs and everyone is included.



HLNA staff will benefit from:

- 01** A supportive, collaborative working environment that places staff workload and wellbeing at the heart of all working practices.
- 02** A clear behaviour and praise policy that enables all teachers to teach, and all pupils to learn effectively with a highly visible and supportive senior leadership team. This includes a centralized detention system, ensuring that you are fully supported with your practice.
- 03** A commitment to an ambitious, broad and balanced knowledge curriculum that is highly considerate of teacher workload and wellbeing, particularly around planning, assessment and feedback.
- 04** Research-based teaching and learning practice and strategies developed with workload and wellbeing in mind. Alongside this you will work within an environment that has a genuine passion and enthusiasm for teaching and learning that will enable you to thrive and flourish within the classroom.
- 05** Weekly CPD opportunities with a careful balance between whole-school, subject and personal priorities to be even more effective.
- 07** Opportunities to obtain professional qualifications and develop your career over the coming years in a growing school. We will provide bespoke career stage training such as NPQH and ELP.
- 08** The opportunity to work with a highly experienced, effective, forward-thinking and ambitious senior leadership and Trust team.
- 09** A supportive senior leadership and trust team that will regularly seek your feedback to hear your views on what is going well, and how we can be even more effective, giving you control over your work practice and contributions.
- 10** The opportunity to work collaboratively with other schools within our trust, particularly with Higham Lane School and Oak Wood Primary and Oak Wood Secondary Schools.

Duties and responsibilities



School culture and behaviour

Under the direction of the headteacher, the deputy headteacher will:

- Work alongside the Headteacher and other staff members to create a culture where pupils experience a positive and enriching school life
- Uphold educational standards in order to prepare pupils from all backgrounds for their next phase of education and life
- Ensure a culture of staff professionalism
- Encourage high standards of behaviour from pupils, built on rules and routines that are understood by staff and pupils, and clearly demonstrated by all adults in school
- Use consistent and fair approaches to managing behaviour, in line with the school's behaviour policy
- Ensure that all policies and practice take into account staff workload and wellbeing
- Uphold our clear expectations regarding personal and professional conduct of staff and the safeguarding of students
- To have total regard for the need to safeguard students' well-being, in accordance with statutory provisions.
- To have proper and professional regard for the ethos, policies and practices of the School, and maintain high standards in their own attendance and punctuality.
- To have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities.

Teaching, curriculum and assessment

Under the direction of the headteacher, the deputy headteacher will:

- Establish and sustain high-quality teaching across all subjects and key stages, based on evidence
- Ensure teaching is underpinned by subject expertise
- Effectively use assessment to inform strategy and decisions
- Ensure the teaching of a broad, structured and coherent knowledge curriculum
- Establish curriculum leadership, including subject leaders with relevant expertise and access to professional networks and communities
- Use valid, reliable and proportionate approaches to assessing pupils' knowledge and understanding of the curriculum
- Ensure that all policies and practice take into account staff workload and wellbeing

Additional and special educational needs (SEN) and disabilities

Under the direction of the headteacher, the deputy headteacher will:

- Promote a culture and practices that enables all pupils to access the curriculum
 - Have ambitious expectations for all pupils with SEN and disabilities
 - Make sure the school works effectively with parents, carers and professionals to identify additional needs and provide support and adaptation where appropriate
 - Make sure the school fulfils statutory duties regarding the SEND code of practice
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Organisational management and school improvement

Under the direction of the headteacher, the deputy headteacher will:

- Establish and sustain the school's ethos and strategic direction together with the governing board and through consultation with the school community
 - Establish and oversee systems, processes and policies so the school can operate effectively
 - Ensure staff and pupils' safety and welfare through effective approaches to safeguarding, as part of duty of care
 - Manage staff with due attention to workload
 - Ensure rigorous approaches to identifying, managing and mitigating risk
 - Allocate financial resources appropriately, efficiently and effectively
 - Identify problems and barriers to school effectiveness, and develop strategies for school improvement that are realistic, timely and suited to the school's context
 - Make sure these school improvement strategies are effectively implemented
 - Ensure that all policies and practice take into account staff workload and wellbeing
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Professional Development

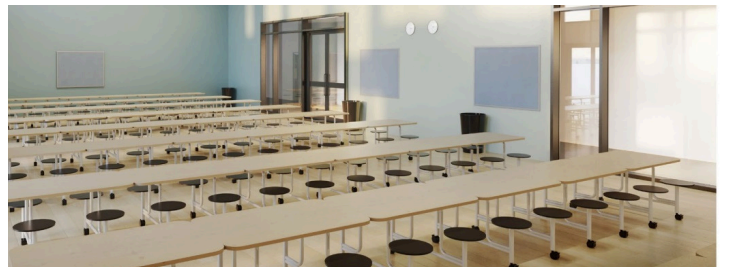
Under the direction of the headteacher, the deputy headteacher will:

- Ensure staff have access to appropriate, high standard professional development opportunities
- Keep up to date with developments in education
- Seek training and continuing professional development to meet needs

Governance, accountability and working in partnership

Under the direction of the headteacher, the deputy headteacher will:

- Understand and welcome the role of effective governance, including accepting responsibility
- Ensure that staff 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
- Work successfully with other schools and organisations
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils



**Every child at HLNA will
have a champion.**



Person Specification



Qualifications and training



- Qualified teacher status
- Degree
- Further professional qualifications/training
- Post-degree qualifications (desirable)

Experience



- Successful leadership and management experience in a school at a senior level
- Involvement in school self-evaluation and development planning
- Experience in leading on all key areas within senior leadership, in particular teaching, learning, curriculum, safeguarding, behaviour and attendance.
- Demonstrable experience of successful line management and staff development

Skills and knowledge



- A clear understanding of a safeguarding culture and policies, and how to maintain a highly effective safeguarding culture.
- Understanding of a high-quality knowledge curriculum and the ability to lead implementation and monitor impact of this across school
- Understanding of high-quality teaching, and the ability to model this and support others to improve
- Understanding of a highly effective behavior policy and the ability to ensure its effectiveness with all key stakeholders
- Data analysis skills, and the ability to use data to set targets and identify weaknesses
- Understanding of school finances and financial management
- Effective communication and interpersonal skills
- Ability to communicate a vision and inspire others
- Ability to build effective working relationships

Personal qualities



- A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school
- Ability to work under pressure and prioritise effectively
- Problem-solving abilities
- Commitment to maintaining confidentiality at all times
- Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position

Higham Lane North Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All successful applicants will be subject to an enhanced DBS check and will also be taken through the School's vetting procedure. Higham Lane North Academy is also strongly committed to protecting personal data. Our Privacy Notice, which can be found under the GDPR section on the School website, describes why and how we collect and use personal data and provides information about individuals' rights.



Build Progression



2024 | May

- Groundworks in place
- Foundations laid
- Playing fields started
- MUGA courts started
- Perimeter fencing in place



2024 | June

- Lift shafts poured
- Section A steels in place
- Staircases installed
- Drainage installed for school and pitches
- Final fences starts to be installed



2024 | July

- Steels completed through out
- Concrete slabs laid
- Roof started (insulation and sealing)
- Building insulation (interior walls) installed.
- New road to school started



2024 | September

- Section A internal partitions started
- Window installation started
- Roof being sealed
- Final concrete slab laid
- Building insulation (interior walls) continued
- New road being built



2024 | October

- Internal partitions being completed
- Windows completed and curtain windows installed.
- Roof seal finalised and external brick work continued
- Car park continued
- New road still being built



2024 | November

- Brick work continued
- Internal boarding finished
- Skimming of walls started
- Wall colours, carpets and blinds chosen



Contact Us

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hello@hlna.co.uk
www.hlna.co.uk

