



**Kingsbourne  
Academy**

# Head of School

Job Application Pack



# Welcome to Kingsbourne Academy



Kingsbourne Academy will be the first new school to be built in Cheshire East since the local authority was formed in 2009, marking a significant moment for the growing Nantwich community.

Opening in September 2026, the school will welcome its very first cohort of Reception pupils, with a planned year-on-year expansion as demand for primary places continues to rise. This is an exciting opportunity to lead a brand-new school with no legacy issues, no inherited culture, and the freedom to shape everything from the ground up.

The state-of-the-art new building has been designed to create an inspiring, modern learning environment, with light, flexible spaces and excellent outdoor areas that support imaginative play, exploration and the highest standards of teaching. As the school grows year on year, you will have the opportunity to shape how these facilities evolve to meet the needs of future pupils.

This is a unique chance to grow a school, its ethos and its community from its very foundations.



# About the role

Opening a brand new school is a rare and exceptional leadership opportunity. Are you an individual who has a vision for teaching excellence, and understands how important the right curriculum is to inspire children to learn? If so, Kingsbourne Academy is the school for you!

We want our new Head of School to see and create opportunity, think differently, innovate and have kindness at their heart for all children. We are looking for an inspiring, ambitious child centred Head of School to help establish and lead our brand new Academy. This role includes a small teaching commitment across the week, ensuring you remain closely connected to the classroom while shaping the strategic and cultural direction of our school. We are looking to appoint an outstanding school leader to start in April 2026 or as soon as possible after that date.

Our mission is to equip every pupil with all necessary skills for their onward journey, having loved their time at our school.

As part of a highly successful trust, you will benefit from exceptional support, coaching and professional development. Whether you are seeking your first headship or looking for a new challenge, we would be delighted to hear from you.



## We can offer you...



- The opportunity to lead and shape a brand new school from its very foundations, with the freedom to establish a strong ethos, culture and vision from day one.
- Comprehensive support from a committed governing body and wider trust, ensuring you have everything you need to deliver an excellent, rewarding and impactful education to our pupils.
- The chance to grow professionally while developing a stimulating, state-of-the-art learning environment that evolves alongside the school and its community.
- The opportunity to build and lead a passionate, forward thinking team of teachers and support staff who are united in their commitment to excellence and continuous improvement.
- The benefit of joining a collaborative and supportive network of experienced headteachers who are generous with their time, knowledge and expertise and who value shared learning and professional dialogue.
- An engaged and supportive parent community, excited about the opening of the new school and the opportunities that come from being part of a highly successful trust.
- Local trust schools that are keen to play an active role in school life to strengthen relationships and help build a strong sense of belonging as the school grows.

# Key responsibilities

- Provide professional leadership for the school, inspiring a love of learning.
- Lead by example to ensure a high quality education for all pupils.
- Deliver inspiring and purposeful leadership for the staff and pupils.
- Work with the local governing body, staff and parents to secure continuous school improvement consistent with the ethos, values and objectives of the Trust.
- Ensure that all those involved in the school are committed to its aims and motivated to achieve them
- Manage and organise the school building efficiently and effectively to ensure it meets the needs of the curriculum, community use and health and safety regulations.
- Work with colleagues to develop staff in order to maintain and improve the quality of education provided at the school.
- Promote extra-curricular activities in accordance with the educational aims of the school
- Manage, monitor and review the range, quality and use of all available resources in order to improve the quality of education, ensure efficiency and secure value for money.
- Promote an environment which secures good teaching, effective learning, high standards of achievement and good behaviour.
- Carefully monitor and evaluate the quality of teaching, learning and standards of achievement.
- Develop and maintain effective links with parents and the wider community to extend the curriculum and support pupils' achievement and personal development.
- Ensure clear delegation of responsibilities and tasks, consistent with employment conditions.
- Promote and monitor professional development, including the induction of newly qualified staff.
- Build a good working relationship with trustees, governors, staff, pupils, parents/ carers and the community. Foster an environment in which all staff understand they are accountable for the success of the school.
- Ensure that parents/carers and pupils are well informed about the curriculum, attainment and progress.
- Present an accurate and coherent account of the school's performance, suitable for a range of audiences, including governors, the Trust, the community, OFSTED and others, to enable them to play their part effectively.
- Carry out any duties as reasonably expected of the Head of School.



# Person specification

## Prerequisite

- Satisfactory enhanced DBS check and references.

## Qualifications or Training

- Qualified teacher status.
- Evidence of continuous professional development.
- National professional qualification for Headship (NPQH) or equivalent (clearly stated)

## Experience

- Successful senior leadership and management experience in a school.
- Teaching experience.
- Involvement in school self-evaluation and development planning.
- As above – leading SEF and planning.
- Experience of successful line management and staff development.
- Evidence of change and/or project management.
- Strong relationship skills, with clear understanding of how to work with all school partners.

## Skills & Knowledge

- Able to effectively manage children's behaviour in a positive way and to promote good relationships and good behaviour.
- Able to work as part of the senior leadership team, take responsibility, be accountable.
- Highly developed interpersonal skills - able to talk effectively to children, parents, governors, external professionals and colleagues.
- Able to liaise effectively with agencies, build good working relationships and rapport with colleagues. Excellent written and verbal communication and able to help the school raise standards of achievement.
- Able to produce careful, accurate, positive and well written reports, policies, guidance, letters and memos.
- Able to read and use data and to use a range of sources of evidence to make judgments and identify next steps.
- Confident in use of ICT as a teaching, learning, communication and administrative tool.

# Why North West Academies Trust?

At the North West Academies Trust we believe that an aspirational and inspirational education is the right of every child. Our success is driven by a commitment to relentlessly work to improve standards and outcomes for our pupils.

As specialists in providing high quality education, we are passionate about supporting schools within their communities and helping to ensure outstanding learning opportunities for every child.

As part of NWAT we believe that the best possible education can only be provided if children are happy, well-fed and well-cared for. We understand that children learn best through experiences and that skills should be learned through fun, excitement and challenges. Residential, swimming, inter school sports and special days all take pride of place on all the Trust school calendars.

We believe our schools should inspire excellence, offering world-class, safe environments where both students and staff can thrive in and out of the classrooms.



## For our staff, we offer:

Enrolment to the Medicash Proactive Health Plan to help with costs of everyday healthcare.

Bespoke professional development opportunities.

Access to 24/7 Employee Assistance Programme.

Accredited counsellor to offer wellbeing support for all staff.

Positive recognition culture.

Open door policy for communication across the Trust.

Opportunity to contribute to the growth and development of NWAT.

*“Opening Children’s Eyes to the Wonderful World of Possibility”*

# Recruitment information

## How to apply

If you have any questions regarding the role please contact Claire Booth at [cbooth@nwatrust.co.uk](mailto:cbooth@nwatrust.co.uk), applications forms are available to download from the following link: [northwestacademiestrust.co.uk/job-vacancies/](http://northwestacademiestrust.co.uk/job-vacancies/) and should be returned to [cbooth@nwatrust.co.uk](mailto:cbooth@nwatrust.co.uk) by the closing date.

## Safeguarding Commitment

The North West Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All offers of employment are subject to an Enhanced Disclosure and Barring Service (DBS).

## Diversity in the Workplace

The North West Academies Trust values diversity in the workforce and is committed to ensuring that throughout the recruitment and selection processes no applicant is disadvantaged or discriminated against because of the protected characteristics of age, disability, gender re-assignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief and sexual orientation.



# Key information

**Contract:** Permanent  
**Hours per week:** Full time  
**Salary:** Competitive  
**Responsible to:** Trust CEO  
**Start date:** April 2026

## Key Dates:

**Closing date:** 21<sup>st</sup> January 2026 at 9am  
**Shortlisted candidates' school visits:** 26<sup>th</sup> & 27<sup>th</sup> January 2026  
**Interview date:** Thursday, 29<sup>th</sup> January 2026

\*Please note: As Kingsbourne Academy is still in its building phase, prospective candidates are invited to visit St Martin's Academy, Chester **between 7<sup>th</sup>-14<sup>th</sup> January**. Please register your interest for a visit by emailing [admin@kingsbourneacademy.org.uk](mailto:admin@kingsbourneacademy.org.uk)

## Kingsbourne Academy

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