



Unity Schools Partnership– POLICY AND PROCEDURE FOR LEADERSHIP DEVELOPMENT PROGRAMME

Purpose

To ensure that individuals are identified, trained and developed to provide potential replacements for key posts in executive, management, technical, and professional positions across Unity Schools Partnership (“the Trust”).

To provide a programme of structured personal professional development for members of staff who aspire to leadership roles within the Trust and beyond.

Outcome

The desired outcomes of the Leadership Development Programme (LDP) are to:

- Establish and maintain a pool of individuals within the Trust who have the knowledge, skills and expertise to undertake Leadership roles across the full range of teaching and non-teaching disciplines.
- Identify high-potential employees capable of rapid advancement to Senior Leadership posts.
- Provide a continuous flow of talented people to meet the Trust’s future leadership needs.
- Attract talented individuals of the highest calibre to join the Trust and help secure its future development and success.

Access to the Leadership Development Programme (LDP)

The LDP will be open to applications from all permanent members of staff across the Trust.

Applications for participation in the LDP may be made to the relevant Principal / Headteacher / Head of School at any time, to join the scheme from the following September.

Applications should be made by completion / submission of the Trust’s LDP Application form (available from the Trust’s HR Manager)

The selection panel will be drawn from the Senior Leadership team across the Trust.

Participation in the Leadership Development Programme (LDP)

The LDP will include

- a) Specific training and development activities (both formal and informal as appropriate) leading to accreditation. Accreditation may be a recognised external qualification and/or an internal Trust accreditation as appropriate:

- b) Trust-based research and development projects
- c) Support for development of curriculum vitae and interview skills.

There will be a requirement for commitment by participants in the LDP to undertake a reasonable amount of training / development activity, some of which will be in their own time.

Reasonable travel and other related expenses may be claimed (subject to advance authorisation) but there will be no entitlement to additional pay for out-of-hours training and development activities.

Continuation as a participant in the LDP will be contingent upon individuals' successful completion of their Performance Management objectives and wider appraisal of work performance as a whole.

Secondment opportunities

The Trust Senior Leadership Team will meet on a regular basis to review the progress of the LDP and its participants and to plan for secondments and other development opportunities.

The SLT will pinpoint areas of the Trust in which predictable turnover, resulting from retirements or other changes, will lead to particular needs for new leadership talent.

The CEO will review potential requirements for external recruitment to bring in new talent and expertise.

Where a post is identified which lends itself to a development opportunity, the process will be as follows:

1. A detailed job description and person specification will be developed.
2. The post(s) will be advertised internally, across the Trust
3. A selection panel will be set up and candidates whose applications demonstrate that they meet the essential criteria for the post will be interviewed;
4. The successful candidate will be appointed with effect from a date which is agreed with the Head of the employing school.
5. In the event that no applicant meets the essential criteria for the post, it will be advertised externally.

Performance Management objectives for those individuals participating in the LDP will include an objective specifically relating to their secondment responsibilities.

Unity Schools Partnership: Leadership Foundation

Leading for Excellence

During the autumn and spring terms 2018 – 2019, USP's new Leadership Foundation is planning to run two *Leading for Excellence* programmes, one for primary and one for secondary. We hope to attract 10-12 colleagues (assistant/deputy heads) for each of the two groups. The programmes will be based in Haverhill.

All tuition, new books, materials and refreshments will be provided free of charge to delegates. USP will issue a Certificate of Professional Development.

The five-day programmes will be practical, theoretical, inspirational, including visits to schools outside Suffolk and hosting a number of invited speakers. The programmes will focus on:

- Knowing what great schools and great school systems across the world do
- Knowing what makes an excellent curriculum, complemented by excellent teaching and learning
- Knowing how to smash through achievement barriers for all students
- Knowing what accountability means in practice for leaders.

The programmes will be led by Roy Blatchford CBE, founding director of the National Education Trust and lead author of the DfE Teachers' Standards and Headteachers' Standards.

The planned dates are as follows. Delegates must commit to attending all five dates and be prepared to travel outside Suffolk on two of the days. Tuesday April 2nd will bring together both groups.

Primary programme dates

September 27th, November 13th. February 5th. February 27th. April 2nd.

Secondary programme dates

September 26th, November 14th. February 6th. February 28th. April 2nd.

How to apply

Please email an expression of interest and commitment to Tim Coulson no later than Monday 10th September 2018.