



Diocese of Norwich  
St Benet's  
Multi Academy Trust



**Beacon Federation**

**Executive  
Headteacher**

**“I would say to all potential candidates that a benefit of working for St Benet’s is the vast array of skilled individuals they have to ensure you always have someone to turn to for advice, no matter what the question!”**

**Laura Richardson - Headteacher  
Joined St Benet’s MAT in 2017 as a Class Teacher**



# CONTENTS

4

Welcome to the Academy

5

Introduction Letters

8

Trust Aims & Values

9

Careers in our Trust  
& Wellbeing Support

12

Application Q&A

13

Job Description  
& Person Specification

19

How to Apply

20

St Benet's Family



# Welcome to the Beacon Federation

The Beacon Federation was created 4 years ago with two Church of England primary schools; Dickleburgh and Garboldisham. Dickleburgh Primary was a founding member of St Benet's MAT in 2018, with Garboldisham joining the Trust in 2020.

The schools are around 25 minutes apart and are situated in rural villages in South Norfolk. Both schools have a strong Christian ethos and vision, encapsulated in their mottos of 'Living and learning together, celebrating life in its fullest' and 'Shine like a beacon of light.'

Garboldisham was inspected by Ofsted in 2023 and was judged Outstanding or Good in every category. Dickleburgh was inspected in 2024 and was judged Outstanding in all categories. These judgements reflect the dedicated, long-serving staff in both schools and the strong, stable leadership they have enjoyed, as well as the supportive relationship they have built with their wider communities.

As part of St Benet's MAT, staff at both schools benefit from the extensive CPD and training programme offered by the Trust, along with their expertise in running small schools and federations.

We look forward to receiving your application.

For more information about the [Beacon Federation](#) or [St Benet's MAT](#), please follow the links to their website, or the Trust page on [Education Job Finder](#).

## Letter from the CEO

Dear Prospective Headteacher,

Thank you for exploring a career with our Trust. We hope this recruitment pack provides valuable insight as you consider the opportunity to join one of our academies.

St Benet's MAT is one of the two Diocesan Trusts within in the Diocese of Norwich. Since opening in 2018, we have grown from an initial 5 schools to our current 19 schools (February 2026) with a pipeline of schools wanting to join us. Our members are mainly Primary schools with one All Through School serving students up to the age of 16. Our academies are open to all and accepting of all, regardless of faith.

Within this pack, you will find an overview of the support we provide to our academies and employees, as well as the culture and values we uphold across all roles. Whether you're applying for a support position, teaching post, or a senior leadership role, we are committed to fostering a culture that encourages growth, collaboration, and a shared dedication to making a difference. We recommend you take your time reviewing the job description and person specification to apply your skills and aspirations to your application.

We also encourage you to explore other vacancies within our Trust, as there may be additional opportunities that align with your career goals.

I hope you will consider applying and wish you the very best of luck throughout the recruitment process.

Kind regards,

**Sam Nixon**  
CEO



## Letter from the Current Headteacher

Dear Prospective Applicant,

Thank you for your interest in the role of Executive Headteacher at the Beacon Federation. Our Federation brings together Dickleburgh and Garboldisham schools. We are two rural Church of England Primary Academies who share the same Christian values of Hope, Friendship, Honesty, Forgiveness, Kindness and Resilience.

It has been a privilege and the highlight of my career to serve as Executive Headteacher of this Federation. Our schools are united by a shared moral purpose: to ensure that every child, regardless of background or starting point, receives an exceptional education, rich opportunities, and the highest standards of care.

The Beacon Federation was established to harness the collective strength of collaboration. Across our two schools, we have cultivated a culture rooted in high expectations and standards, inclusive practice and shared professional generosity. Our staff are deeply committed and loyal and our pupils are kind, respectful, well-behaved and curious in their learning.

We have a strong relationship with St Benet's MAT, the Diocese of Norwich, our two local churches, and of course our families and communities. Joining the Beacon Federation will bring you great joy and a chance to work alongside dedicated school staff and a Trust which provides many opportunities for continuous professional development and a network of support, encouragement and friendship.

If you are motivated by the opportunity to shape a Federation where collaboration drives impact and every child is known and valued, we warmly encourage your application and I would be delighted to have the opportunity to invite you to visit our schools and see for yourself just how special our schools are.

With very best wishes,

**Moira Croskell**  
**Executive Headteacher**



## Our Trust Values

### Honesty - Courage - Compassion - Hope

#### Our Trust Vision

Immeasurably more than we can imagine

#### Ephesians 3:20

*As a Church of England education trust established by the Diocese of Norwich, our vision is rooted in the conviction that all children and young people in our academies can achieve their God-given potential. St Benet's Multi Academy Trust is a strong community, open and welcoming to those of all faiths and none.*

*Rooted in the life and teachings of Jesus, our schools are places of aspiration and hope. In line with our vision, we are ambitious to see the pupils and adults in our schools flourish and achieve their full potential as individuals made in the image of God. High quality learning leads to strong academic achievement and personal growth, ensuring pupils and adults achieve more than they can imagine.*

#### Our Trust Aims

for the next three years (2023- 2026)

- We will build on the strengths of our current schools to see further academic excellence and welcome a growing number of schools into the Trust as part of their school improvement journey.
- We will embed our vision that prioritises the development and wellbeing of the whole child and young person. The formation of their character and spiritual, moral, social and cultural development will enhance our focused pursuit of the best academic outcomes for every pupil.
- We will provide a high-quality education for all our pupils through a broad, balanced and relevant curriculum so that they can achieve immeasurably more than they can imagine. We will collaborate in building sustainable and caring communities in which all, including the most vulnerable, can flourish.
- We will be recognised as an excellent employer that nurtures a highly motivated and engaged workforce who feel included, valued and invested in.
- We will manage financial and other resources effectively to improve outcomes for all. We will strengthen the position of our academies to be at the heart of the communities they serve.
- We will continue to ensure the highest quality of governance at all levels in the Trust where trustees, local governors and other non-executive leaders have the expertise to fulfil their functions effectively.

# CAREERS IN OUR TRUST

## CONTINUOUS PROFESSIONAL DEVELOPMENT

With extensive professional development opportunities on offer for all St Benet's staff, we have an experienced, high-quality workforce, confident of their career development within the Trust. We invest in our employees with a wide range of apprenticeships, internal workshops and training courses to upskill our employees and enable them to thrive in their career progression.



## PENSION SCHEME

If you are eligible, you will be auto-enrolled into a pension scheme based on your job role:

- Teachers' Pension Scheme - Headteachers and Teachers
- Local Government Pension Scheme (Norfolk Pension Fund) - Support Staff



## HOLIDAY AND SICK PAY ENTITLEMENTS

The Trust complies with the national terms as written within The Green Book (Support Staff), Burgundy Book (Teachers) and the School Teachers' Pay and Conditions Document.



## FAMILY FRIENDLY & WELLBEING POLICIES

A family friendly focus remains imperative within the Trust and employees are put at the forefront of thinking when such policies are devised.

Policies such as the *Maternity Leave Policy* offers both Statutory Maternity Leave (SML) and Occupational Maternity Leave (OML), depending on length of continuous service, and the *Paternity Leave Policy* allows employees to have 2 weeks of leave at full pay. The *Menopause Policy* encourages positive attitudes towards peri-menopause, menopause and post-menopause ensuring employees feel able to ask for adjustments in order to continue to work safely and comfortably in their working environment.



## BLUE LIGHT CARD

The [Blue Light Card](#) now welcomes education staff to its list of eligible individuals to benefit from more than 13,000 discounts across various sectors, including retail, hospitality, entertainment, travel and more. The Blue Light Card is a third-party benefit not directly provided by the employer and incurs a small fee for membership.



## CYCLE TO WORK SCHEME

Our cycle to work scheme offers you the ability to save money on the cost of a new bike and cycling accessories. Plus, you get to spread the cost over your monthly salary and shop with a retailer that suits you. With BHN extras, you can also save up to 15% on a huge range of physical and digital gift cards from big name retailers including ASOS, Costa, M&S, Nike and many more.



## BANNATYNE GYM DISCOUNT

Save on membership with a 7.5% discount off full access memberships and no joining fees.



## VALUES-LED APPROACH

A values-led approach based on Christian principles that underpin the attitudes and behaviours of individuals and the family of academies.



# Wellbeing Support

At St Benet's, we're committed to creating a supportive and inclusive environment for everyone.

## St Benet's Menopause Workplace Pledge

By signing this pledge - supported by Bupa and BSI - we're taking meaningful steps to ensure that those experiencing menopause feel understood, respected, and empowered at work.

This is more than a pledge - it's a promise to listen, to support, and to lead with compassion.



## Accessing Support

We run a Wellbeing Champion and Menopause Ambassador network across the academies and central teams, who aim to:

- Promote a culture of openness and support around wellbeing
- Offer an understanding point of contact and normalise conversations around menopause and mental health
- Share practical resources and information
- Encourage work-life balance practices and staff-led initiatives



## Mental Health First Aider

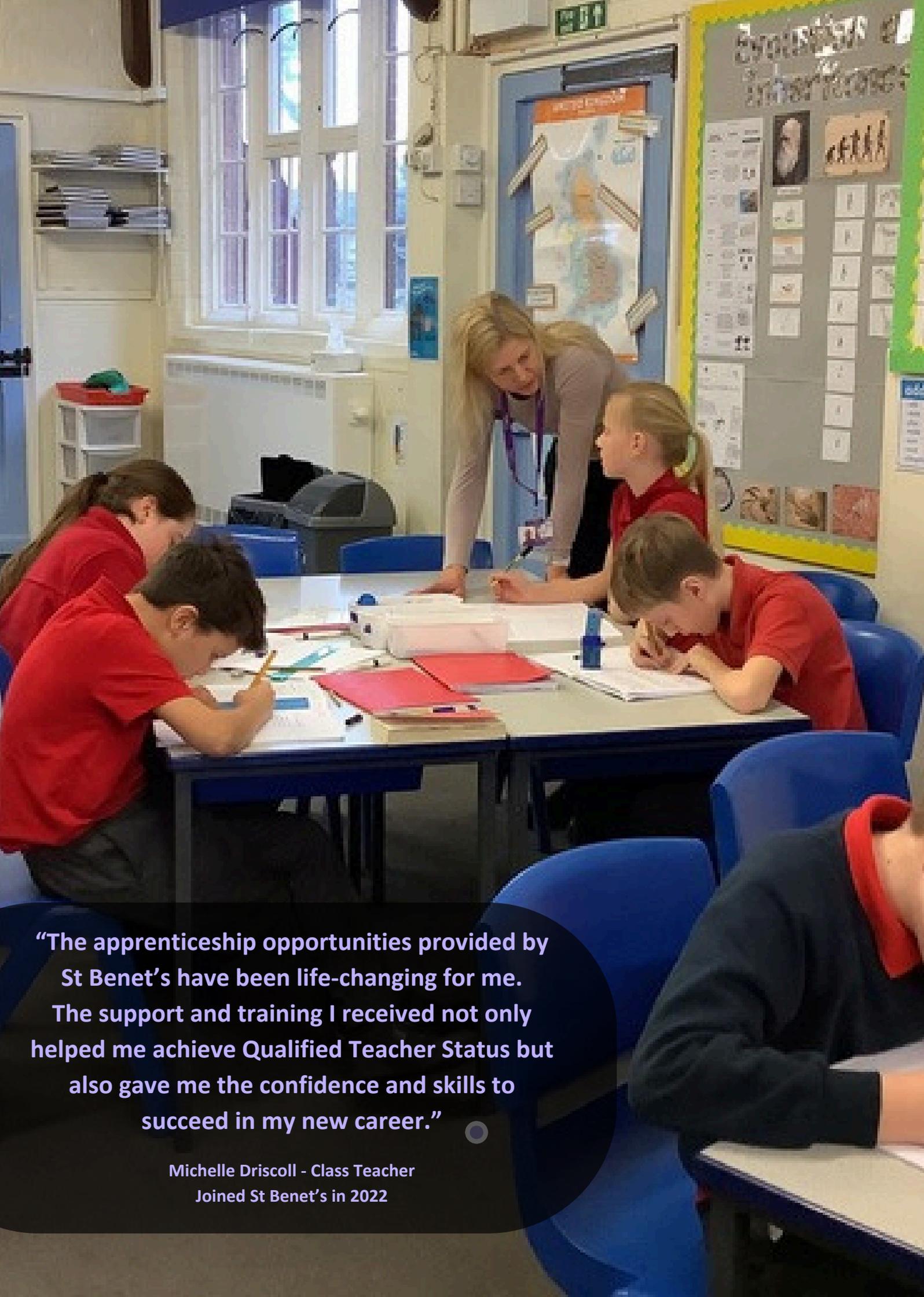
A number of academy, trust and HR employees are Mental Health First Aider trained to be able to support colleagues experiencing poor mental health and allow us to promote and maintain a healthy workplace.



## Spectrum Life

Our Employee Assistance Programme, is free to all of our employees. The service provides personalised health and wellbeing content, access to resources and connections to digital health services, including 24/7 clinical support and counselling access.





**“The apprenticeship opportunities provided by St Benet’s have been life-changing for me. The support and training I received not only helped me achieve Qualified Teacher Status but also gave me the confidence and skills to succeed in my new career.”**

**Michelle Driscoll - Class Teacher  
Joined St Benet’s in 2022**

# APPLICATION

## Q&A



### Q: HOW CAN I MAKE MY APPLICATION STAND OUT?

- Read the advert, person specification & job description and apply your knowledge and experience to the criteria of the role within your application.
- Submit your application before the closing date & time.
- Fill in all sections of the form as guided. The application form contains questions which comply with Keeping Children Safe in Education (KCSIE) guidelines and is a key part of our Safer Recruitment process.
- Please note we don't accept partially filled application forms or CVs.

### Q: WHAT DO I WRITE IN MY PERSONAL STATEMENT?

Using the essential and desirable criteria from the person specification and the duties in the job description, share they key evidence of how your previous employment history, qualifications and skills to evidence how you meet the needs of the role.

If you are looking to move into the education sector, then be sure to explain why you are interested in the role and the opportunity to develop in a new career field.

### Q: WHAT HAPPENS IF I AM SHORTLISTED?

Shortlisted candidates will be sent an email containing details of the interview process, including the date/time, location and what to expect. You will also be asked to bring along key documents, such as your ID to evidence your Right to Work, your relevant qualification certificates etc.

You will be given the opportunity to request any reasonable adjustments to support you within the recruitment process.

Remember to reply to the email to confirm your attendance to the interview.

### Q: WHO CAN I USE AS A REFERENCE?

- Your first reference must be your current employer, or your most recent employer. If you work in education already, this should be your present Headteacher.
- Your second reference needs to be from your previous employer.
- We do not accept character references and educational references can only be used if you have worked one role and have left education recently.
- Please note that we reserve the right to request further or alternative references from applicants.



### Q: HOW WILL MY DATA BE HANDLED WHEN PROCESSING A DBS CHECK?

[For more information, please review our Secure Handling of information provided by the Disclosure and Barring Service \(DBS\) Policy on the Trust Website.](#)

For further information, please see our Safer Recruitment policies by following the below links:

- [Recruitment and Selection Policy & Procedure](#)
- [Recruitment of Ex-Offenders Policy Statement](#)

### Q: IF I AM APPOINTED, IS MY OFFER OF EMPLOYMENT SUBJECT TO CONDITIONS AND PRE EMPLOYMENT CHECKS?

Yes. All of our offers of employment are conditional and subject to the relevant pre-employment checks for the role.

These will be detailed on the offer letter and completed before your start date. This includes:

- Verification of ID and proof of address
- Verification of the right to work in the UK
- At least two satisfactory references
- An Enhanced DBS and Barred List Check
- Pre-employment Health Clearance
- Verification of relevant qualifications
- Online check

Where required, we will also complete overseas checks, childcare disqualification, teaching prohibition and section 128 checks.

All checks are in compliance with **Keeping Children Safe in Education** and the **Disclosure and Barring Service Code of Practice**.

## Job Description: Executive Headteacher

The Diocese of Norwich St Benet's Multi Academy Trust and the Beacon Federation are committed to safeguarding and promoting the welfare of Children and Young People, and require all staff and volunteers to share this commitment.

<b>Responsible to</b>	Improvement Director
<b>Pay Scale</b>	Leadership Pay Scale, Points 15-21, £73,105 - £84,699 per annum
<b>FTE</b>	1.0
<b>Location</b>	Based at Dickleburgh Church of England Primary Academy and Garboldisham Church of England Primary Academy. You may be required to travel to undertake work at academies and sites within the Diocese of Norwich St Benet's Multi Academy Trust as needed.

### Job Purpose

- As a member of the School Leadership Team (SLT) to share the strategic lead, working in conjunction with St Benet's Multi Academy Trust in the development and improvement of all the academies in the Federation.
- To lead the SLT - this includes the Assistant Headteacher, the SEND and Inclusion Leader and the Senior Teachers.
- Working through the Operational Overview, lead meetings with Teaching Staff to communicate strategic development, implement new initiatives and monitor standards to secure improvement.
- To provide the Local Governance Committee and St Benet's Multi Academy Trust with clear information, advice and recommendations regarding strategic development and standards across the Federation.
- To attend the Local Governance Committee meetings.
- To structure Performance Management reviews and target setting meetings to hold Teachers and Support Staff to account.
- To communicate the school's vision, values, ethos and approaches to families and the wider community.
- To contribute to the school's self-evaluation.
- To lead on assessment.
- To develop and maintain strong links with parents and the wider community to sustain high levels of involvement in their children's learning.
- Model excellence and high aspirations by example.
- Contribute to the wider St Benet's Multi Academy Trust community through sharing good practice and involvement in Trust-wide activities.
- Collaborate with other agencies to develop strategies to provide for the academic, spiritual, moral, social, emotional and cultural well-being of pupils.

### Duties and Responsibilities

#### Teaching and Learning

- Be an outstanding teacher and role model for teaching and learning.
- Raise the quality of teaching, improve pupil's achievements and increase pupil progress by setting high expectations, monitoring the impact of intervention and evaluating the effectiveness of learning outcomes.
- Establish creative and effective approaches to learning and teaching in all areas of the curriculum.
- Provide support to improve the practice of individual teachers where required.
- Create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge and to support each other.

- Implement strategies which ensure the highest standards of behaviour and attendance.
- Teach a class where required.
- Shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff.

### **Finance Resource Management**

- To be involved in the implementation of the school's financial, accounting and support service policies, systems and procedures; ensuring that they adhere to St Benet's Multi Academy Trust requirements, government guidelines and financial regulations.
- To be involved in the preparation, monitoring and control of the annual [school/Federation/Partnership] budget.
- To be responsible for the preparation, implementation and impact assessment of the Pupil Premium budget and Sports Premium funding and the development of clearly costed and evaluated plans.
- To share involvement in the preparation of financial information required for proposals, recommendations or bids and maximise income generation from grants, fundraising and sponsorship.
- Contribute towards promoting the Christian ethos of the [School/Federation/Partnership] and St Benet's Multi Academy Trust.

### **Human Resource Management**

- To deploy staff effectively across the school.
- To support the recruitment process for Teachers and Support Staff.
- To support the preparation of documents for agreed agenda items at Local Governance Committee meetings.
- To manage the implementation of HR related policies.
- To motivate and encourage teamwork and good practice to strive for excellent standards and outcomes for children.
- To provide leadership and guidance to staff on HR issues and to deal with grievance procedures as required.
- To ensure that staff expenses are operated within St Benet's Multi Academy Trust guidelines and policy.
- To ensure that staff absence management procedures are applied and that these reflect St Benet's Multi Academy Trust policies and triggers.
- To ensure that the school is represented at the core St Benet's Multi Academy Trust training events.

### **ICT Systems and Assessment**

- To have responsibility for the effective day-to-day provision of ICT.
- To ensure that the school assessment platform is updated and current.
- To ensure St Benet's Multi Academy Trust and DfE deadlines for data submission are met.
- To ensure the Management Information System is current and complete.
- To collate information and write reports highlighting what assessment, behaviour and attendance information is showing and how it needs to be acted on.
- To be involved in the monitoring, cost and development of ICT to help ensure that children and staff have access to reliable modern technology.

### **Premises, Health and Safety**

- To be the Designated Safeguarding Lead. To lead on safeguarding across the school.
- Ensure the sites are kept safe and tidy through liaison with cleaning and site staff.
- To share responsibility for the Asset Management Plan - ensuring it is kept updated and redundant items are removed.

- To oversee and review capital expenditure to develop and improve the premises.
- Ensure that staff are kept updated on Health and Safety procedures.
- Act as a key holder.
- Manage the use of the sites to maximise income from lettings.

**Organisational Relationships**

- Work closely with other members of St Benet’s Multi Academy Trust and DoNESC staff.

**Statutory Duties**

- Be aware of and comply with policies and procedures relating to child protection, equal opportunities, health and safety and security, confidentiality and data protection.
- Carry out their duties with due regard to the Trust's policies on equal opportunities, health and safety and quality assurance.
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop.
- Participate in training and other learning activities as required.
- To support and participate in activities that reflect the Christian ethos of the academy.
- Undertake other similar duties and activities that fall within the grade and role as may reasonably be required by St Benet’s Multi Academy Trust.

**Line Management**

- Direct line management responsibility for all teaching staff and ensuring appropriate line management is carried out for all other staff.

**Professional Development**

- Maintain personal professional development to ensure that the knowledge and skills required to fulfill the role of Executive Headteacher are up to date.
- Be a professional role model, and understand and promote the aims of the Academy and the values of the Trust. Including promoting our culture of high aspiration that is rooted in our Christian values as demonstrated in the life and teachings of Jesus Christ.
- Any other specific requirements, e.g. maintaining registration/accreditation with an appropriate professional body.

This job description reflects the major tasks to be carried out by the jobholder and identifies the level of responsibility at which the jobholder will be required to work, as at the date on which the last review took place.

This job description may be subject to review and/or amendment at any time to reflect the requirements of the job. Any amendments will be made in consultation with any existing jobholder, and will be commensurate with the grade for the job. The jobholder is expected to comply with any reasonable management requests.

<b>Job description reviewed by:</b>	Sam Nixon, CEO
<b>Date:</b>	19 February 2026

## Special Conditions of Employment

### Rehabilitation of Offenders Act 1974

This job is exempt under the Exceptions Orders to the Rehabilitation of Offenders Act 1974. Appointment to this job is subject to an enhanced DBS disclosure being obtained, and any relevant cautions, convictions, bindover orders and warnings being considered. If the jobholder is arrested, summonsed for an offence or receives a conviction a bindover order or a warning given by a police force, they are required to inform the Headteacher of this fact immediately. Such information will be treated in confidence, so far as this is consistent with the safety of children, compliance with statutory child protection procedures and the Trust's relevant policies. Failure to disclose such information may result in disciplinary action which could lead to the termination of the jobholder's employment.

### Safeguarding and Promoting the Welfare of Children and Young People

The jobholder is required to follow all Trust and Academy policies and procedures in relation to safeguarding at all times, and to adhere to the statutory guidance 'Keeping Children Safe in Education'. The jobholder must take appropriate action in the event that they have concerns, or are made aware of the concerns of others, regarding the safety or wellbeing of children or young people.

### Health and Safety

The jobholder is required to exercise their duty of care by taking responsibility for their own health and safety, and the health and safety of other people who may be affected by their acts or failure to act. Full guidance regarding health and safety is set out in the Trust's Health and Safety Policy, and in any risk assessments relevant to the jobholder's role or circumstances. Both can be accessed via the jobholder's line manager, and the jobholder is required to comply with these and to use any protective clothing or equipment as instructed at all times.

### Confidentiality and Data Protection

The jobholder is expected to comply with the provisions of the Data Protection Act 2018 and the General Data Protection Regulations. Any information they have access to, or are responsible for, must be managed appropriately and any requirements for confidentiality and security observed. Information must not be disclosed to any person or Authority, for example a parent or the Police, without observing the correct procedure for disclosure as set out in the Trust's Data Protection Policy. Nothing shall prevent the jobholder from disclosing information that they are entitled to disclose under the Public Interest Disclosure Act 1998 as amended, provided that the disclosure is made in accordance with the provisions of that Act/s.

### Equality and Diversity

The Trust and the Academy are committed to equality and value diversity. As such the Trust and the Academy are committed to fulfilling their Equality Duty obligations and expect all employees to share this commitment. The Duty requires the Trust and the Academy to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity and foster good relations between people who share characteristics, such as age, gender, race and faith, and people who do not share them. The jobholder is required to treat all people they come into contact with, with dignity and respect, and is entitled to expect this in return.

### Training and Continuous Professional Development

The Trust has a shared responsibility with the jobholder for identifying and satisfying training and development needs. The jobholder is expected to actively contribute to their continuous professional development and learning, to engage positively in the performance management process, and to attend and participate in any training or development activities required to assist them in fulfilling their role and meeting their safeguarding and general obligations.

### The Trust Operates a Strictly No Smoking or Vaping Policy

This applies to all Trust premises and those where Trust services are provided.

## Person Specification: Executive Headteacher

The Diocese of Norwich St Benet's Multi Academy Trust and the Beacon Federation are committed to safeguarding and promoting the welfare of Children and Young People, and require all staff and volunteers to share this commitment.

<b>Responsible to</b>	Improvement Director
<b>Pay Scale</b>	Leadership Pay Scale, Points 15-21, £73,105 - £84,699 per annum
<b>FTE</b>	1.0
<b>Location</b>	Based at Dickleburgh Church of England Primary Academy and Garboldisham Church of England Primary Academy. You may be required to travel to undertake work at academies and sites within the Diocese of Norwich St Benet's Multi Academy Trust as needed.

	<b>Essential Criteria</b>	<b>Desirable Criteria</b>
<b>Education and Qualifications</b>	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> </ul>	<ul style="list-style-type: none"> <li>• National Professional Qualification for Headship.</li> <li>• Designated Safeguarding Lead training.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Demonstrate experience of senior leadership, as a Headteacher, Deputy Headteacher, or equivalent.</li> <li>• Experience of leading whole school initiatives with evidence of positive impact on outcomes for pupils.</li> <li>• Leadership of a core curriculum area.</li> <li>• Teaching across the primary age range.</li> <li>• Experience of using assessment systems and data analysis.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of holding staff to account through performance management.</li> <li>• Experience of school finance.</li> <li>• Project and change management experience.</li> <li>• Experience of site and building management.</li> <li>• Involvement in a SIAMS inspection.</li> </ul>
<b>Knowledge and Understanding</b>	<ul style="list-style-type: none"> <li>• The responsibility of every individual for safeguarding and promoting the welfare of children.</li> <li>• Up to date knowledge and understanding of Ofsted and SIAMS expectations and framework.</li> </ul>	

	<b>Essential Criteria</b>	<b>Desirable Criteria</b>
<b>Skills and Abilities</b>	<ul style="list-style-type: none"> <li>• Able to follow the Trust’s safeguarding procedures and recognise when to report any concerns.</li> <li>• An excellent teacher who can lead by example.</li> <li>• Ability to multitask and prioritise in a fast-moving environment.</li> <li>• Ability to negotiate and mediate.</li> <li>• Can lead teams.</li> <li>• Enthusiasm and expertise in developing and implementing a curriculum that is exciting and inspiring for children and staff alike.</li> <li>• Can coach, support and challenge.</li> </ul>	
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Passionate commitment to education.</li> <li>• Ability to work calmly under pressure.</li> <li>• Integrity, professionalism, and reliability.</li> <li>• Enthusiasm and a positive ‘can do’ disposition.</li> <li>• Excellent interpersonal skills.</li> <li>• An understanding of, and affinity with, Christian values, with the ability to embody these within the life of the academy.</li> <li>• Setting and achieving challenging goals.</li> </ul>	
<b>Other Requirements</b>	<ul style="list-style-type: none"> <li>• A professional role model who is committed to their own professional development and to developing others.</li> <li>• Committed to and able to promote the aims of the academy and the values of the Trust. Including promoting our culture of high aspiration that is rooted in our Christian values as demonstrated in the life and teachings of Jesus Christ.</li> <li>• Able to work calmly under pressure and withstand stress.</li> <li>• Able to work flexibly, and to attend meetings and INSET days as required.</li> </ul>	

<b>Person specification reviewed by:</b>	Sam Nixon, CEO
<b>Date:</b>	19 February 2026

# How to Apply



Please complete the application form fully via the 'Apply Now' button on Education Job Finder.

You will be asked to log in or create a Teacher Booker account so your application can be processed through our Applicant Tracking System. Please ensure you use an email address that is regularly monitored to receive updates on your application.

If you have any questions about the role, please do get in touch by contacting the academy directly via the contact details on the advert.

Please also keep a look out for further opportunities via the [Trust Vacancy Page](#) or our [Education Job Finder Page](#).



## Additional Information

- The Trust is committed to safeguarding and promoting the welfare of all its children and expects all staff to share this commitment.
- All appointments will be subject to full safeguarding checks as well as satisfactory references.
- The Trust's safeguarding policy can be found on our website.
- This post is likely to come under the requirements of the Childcare (Disqualification) 2009 Regulations and the successful applicant will be required to complete a declaration form to establish whether they are disqualified under these regulations.
- This post is exempt from the Rehabilitation of Offenders Act and you will be required to undergo an Enhanced DBS check or Enhanced DBS check with barred list. If you have information to declare it may be protected under the Exceptions Orders and you may not be required to declare it. You will be asked to make a criminal conviction declaration if you are shortlisted for the post.
- Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website.

# OUR ACADEMIES



[Alburgh with Denton Church of England Primary Academy](#)



[Harleston Sancroft Academy](#)



[Newton Flotman Church of England Primary Academy](#)



[St Mary's Church of England Junior Academy](#)



[Pulham Church of England Primary Academy](#)

# OUR FEDERATIONS

## Acorn Partnership



[Acle St Edmund Church of England Primary Academy](#)



[Little Plumstead Church of England Primary Academy](#)



## Beacon Federation

[Dicleburgh Church of England Primary Academy](#)



[Garboldisham Church of England Primary Academy](#)

## Diss Primary Academy Partnership



[Diss Church of England Junior Academy](#)

[Diss Infant Academy & Nursery](#)



[Scole Church of England Primary Academy](#)

## Lighthouse Federation



[Happisburgh Church of England Primary Academy](#)



[St Mary's Church of England Primary Academy](#)

## Swallowtail Federation



[Catfield Church of England Primary Academy](#)



[Hickling Church of England Infant Academy](#)



[Sutton Church of England Infant Academy](#)

## Tacolneston & Morley Federation



[Tacolneston Church of England Primary Academy](#)



[Morley Church of England Primary Academy](#)