



University of Brighton

Academies Trust

CANDIDATE PACK



*Inspire our children and staff to flourish and achieve their best.*

# WELCOME

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## Thank you for your interest in joining the University of Brighton Academies Trust

It is important to us that our academies have a positive impact on their communities and that students understand the role they can play in the wider world. We work to ensure that parents and carers are actively engaged in their child's learning.

We work collaboratively to help our students and everyone connected to our academies achieve excellence. By working together and sharing ideas, insights and best practice, our academies support each other to improve.

We value our staff, investing in their training and development at all stages of their careers.

We hope you enjoy reading about our Trust and decide to apply.

I very much look forward to welcoming you into our UoBAT family.

Thank you.

**Dr John Smith**  
Chief Executive  
University of Brighton Academies Trust



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# 01

# OUR TRUST

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We are a family of infant, primary and secondary schools in Sussex. We support each other, sharing insights and best practice so that we never stop improving. Our vision is to create a vibrant, inclusive community, transforming lives and broadening horizons through excellent teaching and learning.

We have established strong links with our sponsor the University of Brighton: a trusted education provider. We work closely with the University's School of Education which Ofsted has judged as Outstanding for its teacher training programmes.

Every day we keep our focus on delivering our mission, which is to inspire our children and staff to flourish and achieve their best.

## Our shared values

Achieving Ambitions

Working Together

Delivering Excellence

Nurturing Potential



*We believe that  
education transforms  
lives.*

# OUR GOVERNANCE

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We are a multi-academy trust and a not-for-profit charitable company limited by guarantee. The Trust is governed by a single set of Members and Trustees who are accountable to the Department for Education for the educational and financial performance of the academies in the Trust.

## **Our Members**

Members are responsible for monitoring the effectiveness of the Trust's governance arrangements; they ensure that the purpose of the Trust is being met and its charitable objectives are being achieved.

## **Our Board of Trustees**

The Board of Trustees is responsible for determining the Trust's strategic direction through its mission, including overarching responsibility for the three core governance functions: the Trust's vision, educational standards and financial performance. Trustees are also responsible for ensuring the Trust complies with charity and company law and its funding agreement with the Secretary of State. They are the statutory governors of the academies in the Trust, approve each of the Trust's major strategies and monitor key performance indicators.

## **Our Local Governing Bodies**

Each academy has a Local Governing Body, which is a committee of the Board of Trustees, with specific responsibilities for ensuring academies maintain strong community links and effective communication with all stakeholders, including parents and carers.

## **Our Executive Leaders and Strategic Team**

The Executive Team is responsible for the leadership and success of the Trust through the approval and monitoring of cross-Trust thematic strategies and agreed targets which are designed to drive the implementation of the overarching Trust Five Year Strategy.

The Executive Team ensures that the policies, practices and decisions of the Trust are in accordance with its values, and is responsible for a range of specific responsibilities including budget management, leadership and staff structures, major organisational changes, risk management and major projects/initiatives.

The Executive Team is made up of the Chief Executive (Chair), Deputy CEO: Chief Operating Officer, Deputy CEO: School Improvement, Director of Finance & Chief Financial Officer, Director of People and Director School Improvement.

The Strategic Team is responsible for achieving the Trust's vision, through proposing and delivering the overarching Trust Five Year Strategy and its objectives.

The Strategic Team is made up of the Chief Executive (Chair), Deputy CEO: Chief Operating Officer, Deputy CEO: School Improvement and Director of Finance & Chief Financial Officer.

## **Operations Leadership Group**

The Operations Leadership Group provides leadership and coordination of all administrative and operational activity in support of the educational provision in the Trust. The group is also responsible for the development and delivery of identified cross-Trust thematic strategies.

The Operations Leadership Group is made up of the Deputy CEO: Chief Operating Officer (Chair), Deputy CEO: School Improvement and all Directors of Professional Services (Director of Estates and Facilities Management, Director of Finance & Chief Operating Officer, Director of Governance and Admissions, Director of ICT, Director of Marketing and Communications and Director of People).

## **School Improvement Group**

The School Improvement Leadership Group leads the effective delivery and monitoring of curriculum and assessment across the Trust, the quality of teaching and learning, and other statutory requirements including safeguarding. The group is also responsible for the development and delivery of identified cross-Trust thematic strategies.

The School Improvement Leadership Group is made up of the Deputy CEO: School Improvement (Chair), Deputy CEO: Chief Operating Officer, Director of School Improvement, Safeguarding and Welfare Lead, Lead Principals, Principal and School Improvement Executives and School Improvement Advisors.



# OUR SPONSOR

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The University of Brighton has been part of the city of Brighton & Hove since 1859, starting as a school of art in the kitchens of the Royal Pavilion and growing to become the diverse and inclusive institution it is today.

The university has some 18,000 students and 2,400 staff studying and working at their four campuses in Brighton and Eastbourne. Subjects taught range from medicine to engineering, psychology to illustration, sport science to English literature.

Students are at the heart of all that they do and take an active role in their learning experience. They leave us ready to make a difference to the world.

[brighton.ac.uk](http://brighton.ac.uk)

# OUR STAFF BENEFITS

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We offer all our employees a wide range of exciting and valuable employee benefits, including flexible working to maintain a healthy work-life balance, competitive annual leave entitlement, maternity and paternity leave, and discounts and offers with popular retailers.

## OUR LIST OF BENEFITS COVER

Health and Wellbeing

Inclusion, Diversity and Equality

Continuous Professional Development

Pay and Benefits

We believe in the power of motivated and happy teachers and staff, so we seek to enrich and reward our employees wherever possible.

[brightonacademiestrust.org.uk/staff-benefits](https://brightonacademiestrust.org.uk/staff-benefits)



*We believe in the power  
of motivated and happy  
teachers and staff.*

# OUR TRUST IN NUMBERS

ESTABLISHED

2010

9

PRIMARY  
ACADEMIES

6  
NURSERIES

8,000

PUPILS

3  
SECONDARY  
ACADEMIES

1,200  
COLLEAGUES

SPECIAL  
EDUCATIONAL  
NEEDS  
FACILITIES

6

2  
INFANT  
ACADEMIES



# 02

# OUR APPROACH

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Our aim is for every academy within the Trust to be outstanding and achieve the best possible outcomes for pupils.

All of our academies receive at least three Challenge Partner visits annually. Challenge Partners are experienced senior professionals with a proven track record of school improvement. Visits provide both challenge and support to enable rapid improvement and are conducted jointly with senior leaders.

Additionally, our academies share best practice regularly via the School Improvement Team's work and academy leaders are part of school improvement-led education provision reviews across our schools.

School Improvement is also an integral part of Senior Management Team Meetings, where Principals have the opportunity to share practice, reflect on the latest educational developments and make strategic decisions about policy and practice.

The key features of the Trust's school improvement framework are based on the Trust's overall vision and the aim to achieve excellence as standard in everything we do:

- Leading the Trust strategically.
- Improving the workforce.
- Developing and utilising the best leaders.
- Monitoring and review.
- Additional support to vulnerable academies.
- Links with the School of Education, University of Brighton
- Improved initial teacher education opportunities.
- Continuing professional development opportunities.
- Research opportunities.

**School improvement priorities across the Trust for the current academic year are:**

### **Curriculum Development**

- To ensure all academies have a well-established and ambitious knowledge-based curriculum in place.
- To ensure Cultural Capital is threaded through the curriculum.
- To ensure the curriculum is delivered effectively.
- To ensure all pupils know and remember the taught curriculum.
- To ensure all students can read by the end of KS2.

### **Attendance**

- To develop the monitoring of attendance practices across the trust with a specific focus on SEN, PP, Off Rolling, Exclusion gamification and Alternative Provision.

### **Safeguarding**

- To develop the monitoring of safeguarding practice further across the trust.

### **Children's Mental Health and Emotional Wellbeing**

- To develop the monitoring of safeguarding practice further across the trust.



*Our aim is for every academy to achieve the best possible outcomes for our pupils.*



# 03

# OUR FAMILY OF ACADEMIES

We are proud to be a regionally focused multi-academy Trust serving Sussex and the surrounding areas. Sussex is a diverse county, with scenic coastlines, cool seaside resorts, the rolling South Downs National Park, the beautiful Weald, and charming historic towns and villages.

## INFANT ACADEMIES

<b>Dudley Infant Academy</b> Ofsted grade: Good (2019) Hastings   East Sussex	180 Pupils	<b>Pound Hill Infant Academy</b> Ofsted grade: Outstanding (2014) Crawley   West Sussex	269 Pupils
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## PRIMARY ACADEMIES

<b>Blackthorns Community Primary Academy</b> Ofsted grade: Outstanding (2018) Lindfield   West Sussex	209 Pupils	<b>Churchwood Primary Academy</b> Ofsted grade: Good (2022) St Leonards on Sea   East Sussex	248 Pupils
<b>Desmond Anderson Primary Academy</b> Ofsted grade: Good (2019) Crawley   West Sussex	428 Pupils	<b>Lindfield Primary Academy</b> Ofsted grade: Outstanding (2021) Lindfield   West Sussex	657 Pupils
<b>Holmbush Primary Academy</b> Ofsted grade: Good (2018) Shoreham by Sea   West Sussex	210 Pupils	<b>Silverdale Primary Academy</b> Ofsted grade: Good (2018) St Leonards on Sea   East Sussex	629 Pupils
<b>Robsack Wood Primary Academy</b> Ofsted grade: Good (2022) St Leonards on Sea   East Sussex	480 Pupils	<b>West St Leonards Primary Academy</b> Ofsted grade: Good (2021) St Leonards on Sea   East Sussex	383 Pupils
<b>The Baird Primary Academy</b> Ofsted grade: Good (2019) Hastings   East Sussex	333 Pupils		

## SECONDARY ACADEMIES

<b>The Burgess Hill Academy</b> Ofsted grade: Good (2019) Burgess Hill   West Sussex	1086 Students	<b>The Hastings Academy</b> Ofsted grade: Good (2018) Hastings   East Sussex	879 Students
<b>The St Leonards Academy</b> Ofsted grade: Requires Improvement (2022) St Leonards on Sea   East Sussex	1437 Students		



*School improvement is  
at the heart of the work  
of the Trust.*

Ofsted

# 04

# OUR PROFESSIONAL SERVICES

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Our academies are supported by a group of Professional Services, which are committed to providing guidance and advice in their specialist areas.

## ESTATES AND FACILITIES MANAGEMENT

- Advice, support and project management of changes in land and building use, including liaison with local authorities and ESFA/DFE as required.
- Individual support to academies to maximise the use of assets and increase income.
- Health and safety management.
- Advice, support and project management of major capital works.
- Advice on reactive maintenance, emergency repairs and minor works, plus planned improvements.
- Contract management.

## FINANCE

- Create the foundational inputs into the Trust's financial software programme, ensuring accurate and complete data.
- Support with ongoing financial viability checks.
- Produce internal financial reports for stakeholders.
- Prepare the Trust's Annual Financial Statements and manage the external audit process.
- Ensure the finance function has a robust set of controls and undertakes a comprehensive internal audit programme.
- Annual budget setting and monitoring review processes.
- Analysis of financial and other information to support decision making.
- Day to day training and support to all academy finance staff.
- Ensure the Trust is obtaining value for money through having efficient and effective procurement controls.

## **GOVERNANCE AND ADMISSIONS**

- Provide support and clerking to the Board of Trustees, committees and for each academy Local Governing Body including recruitment and induction.
- Advice and guidance on managing formal processes such as complaints and exclusions.
- Ensure the Trust complies with the latest governance arrangements including the development and management of suitable policies and procedures.
- Operational management of data protection compliance
- Oversight of student admissions, advice on admissions policy and procedure and management of appeals.
- Risk management and coordination of internal audit programme.

## **ICT**

- Provide Trust-wide day-to-day technical support for our staff, and pupils.
- Run training sessions to provide staff with additional tools to teach and uplift office role skills.
- Help keep staff and pupils safe from cyber threats both in and out of the classroom.
- Classroom/office investment programme to ensure that teaching and office devices are refreshed appropriately.
- Maintain large systems such as Microsoft 365 and other wide cloud services.
- Disaster management systems including – management of online backup systems and information risk systems.
- Strategic ICT infrastructure investment programme including Phone systems and teams voice.
- Centralised contract management for all key IT services such as broadband and software.
- Centralised analysis of submitted data, which allows targeted support.
- Automation of processes both in academies and for Professional service departments.

## **MARKETING AND COMMUNICATIONS**

- Provide media guidance and support, including crisis management and media relations.
- Assistance with planned and reactionary press releases and announcements.
- Support to showcase academy 'good news' to external audiences and stakeholders.
- Brand and Visual Identity Management.
- Campaign Management.
- Trust-wide Internal Communications.
- Marketing Management.
- Develop and lead media strategy, analysis, procurement, and production.
- Web and Social Media Management.
- Support to develop and reinforce the identity of academies.

## **PEOPLE**

- Workforce Planning and Structuring.
- Manage formal and informal employee relations casework.
- Support positive and productive Union relations.
- Effective performance management.
- Organisation development.
- Promote equality, diversity and inclusion.
- Support health and wellbeing.
- Staff recruitment and contract management.

## **SCHOOL IMPROVEMENT**

- Identify common priorities and coordinate Trust level actions.
- Facilitate the sharing of good practice and staff expertise across the Trust.
- Propose career progression opportunities, including the development of Specialist Leaders of Education and Expert Practitioners.
- Develop and monitor the Trust's annual strategic school improvement plan.







**University of Brighton**

**Academies Trust**

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