

13<sup>th</sup> June 2022

Dear Applicant

**Re: Principal Vacancy at Highams Park School and Academy Trust**

Thank you for considering the Principal vacancy at Highams Park School and Academy Trust. The vacancy has arisen due to the forthcoming departure of Mr Phil Grundy who has successfully steered the School and Trust since July 2015.

My fellow Trustees are not complacent and we are determined to appoint a Principal who works collaboratively and has the vision, qualities of leadership, skills of management, personal awareness and ability to secure accountability, in order take the school forward into the years ahead. If appointed, you will have what may prove to be a “once in a professional lifetime” chance to lead the school during a period that will see it re-housed in a new state of the art building. We are incredibly excited about this development.

Trustees feel exceptionally fortunate to work alongside an excellent professional staff team. This includes both dedicated and experienced Support and Teaching Staff who truly value every student who studies here at Highams Park irrespective of their starting point.

We hope that you enjoy reading the accompanying details and are able to gain a glimpse of the special ethos of our school community and the values we uphold. We are proud of our single academy status and the respect that is felt for Highams Park School in the local area we serve.

Nothing, however, can quite match time spent in the school and, therefore, you are warmly encouraged to visit in advance of submitting your application. If you wish to make an informal visit to the school please contact the PA to the Principal, Mrs Gina Deen on her direct line 0208 501 9434, or via her email [gdeen@highamsparkschool.co.uk](mailto:gdeen@highamsparkschool.co.uk).

You are also invited to contact Maureen Johnson initially via email [Maureen.johnson@ascl.org.uk](mailto:Maureen.johnson@ascl.org.uk) if you would like to discuss, in confidence, your interest in this position.

The Board of Trustees is looking forward to working alongside the newly appointed Principal. We recognise our responsibility as a critical friend and in supporting the continuing professional development of the person appointed including, funding external mentoring.

On the first page of this pack, you will find the instructions on how to apply, together with the dates for the various stages of the selection programme. Please ensure that you respond as



## Highams Park *Academy Trust*

requested, as we have designed the process to make our review of all the evidence fair, simple and easily assessable.

All applicants will be contacted to inform them if they have been successful in being shortlisted for interview.

Candidates who are shortlisted will receive more information in order to help them prepare for the assessment centre.

The Trustees thank you again for your interest in this significant appointment and look forward to receiving your application.

Yours faithfully

Mrs Tracy Penfold  
**Chair of Trustees**