

**Wycliffe CE Primary School**  
**Headteacher Recruitment Information Pack**  
**Salary Leadership Scale: L15-L21 (£73,105 - £84,699)**

**Start date; September 2026**



***Our amazing children are looking for a new Headteacher to lead  
their school from September 2026.  
Could you be their perfect candidate?***

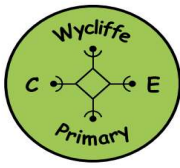
**Closing date:**  
**Shortlisting:**  
**Interview: Day 1**  
**Interview: Day 2**

9am, Monday 13<sup>th</sup> April 2026  
Thursday 16<sup>th</sup> April 2026  
Wednesday 22<sup>nd</sup> April 2026  
Thursday 23<sup>rd</sup> April 2026

**Tour dates**

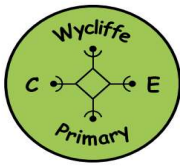
w/c 9<sup>th</sup> March 2026  
w/c 16<sup>th</sup> March 2026  
w/c 23<sup>rd</sup> March 2026

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## Welcome to Bradford Diocesan Academies Trust (BDAT)

Dear Applicant

Thank you for your interest in the position of Headteacher at Wycliffe CE Primary School, a role that will start in September 2026. We are excited to invite applications for this pivotal leadership opportunity.

Bradford Diocesan Academies Trust (BDAT) is seeking an exceptional and visionary Headteacher to lead this dynamic and forward-thinking school. The successful candidate will build on the strong foundation already established, ensuring the school continues to deliver an outstanding education to all students. Our ambition is to transform the lives of our students, staff, and the wider community, fostering a culture of continuous development and improvement.

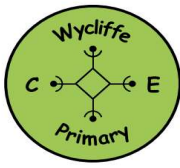
**Set within Bradford and on the edge of the picturesque World Heritage Village of Saltaire**, Wycliffe Primary is a bustling and lively primary school packed full of **determined and individually amazing children**. The school prides itself on serving a diverse community, with children from a wide range of backgrounds, ethnicities, faith and life experiences, representative of the community it serves. **It is exactly this rich tapestry which makes our school so special**. In our most recent Ofsted inspection in April 2023, the academy received a "Good" rating across all areas, with a number of positive comments in the report. A copy of the report is available [here](#)

Central to the ethos of Wycliffe CE Primary School is a strong emphasis on building positive relationships among all stakeholders. The academy's Christian values underpin everything we do, providing students and staff with opportunities to explore their own faiths and develop their spiritual awareness. This commitment was recognised during our October SIAMS inspection, which judged the academy to be "effective." You can read the full SIAMS report [here](#)

**We are looking for a special Headteacher** to lead Wycliffe Primary. That person will have the skills, the track record and the personality to drive our school forward to be **amongst the best in Bradford**. The good news of course, is **you won't be doing it alone**. We already have a committed, well-established and ambitious staff body at Wycliffe Primary, who will be able to support you. The school also has an experienced governing body and of course, you will be a Head within the **BDAT family of 21 schools** which means you will have other colleagues to work alongside and a **peer network** to lean on. You will be supported by a committed BDAT central team, as well as the Diocese of Leeds Education Team.

If you are a **dynamic leader with energy, drive and ambition**; if you feel you can **build on our many strengths** and give every one of our children every chance every day to be the very best they can be; and if you are ready for the **next step in your career**, then this job could be the one for you and we look forward to meeting you. Visits to the school are warmly welcomed and actively encouraged. Please contact Jilly Geering on [jill.geering@bdac-academies.org](mailto:jill.geering@bdac-academies.org) to make an appointment to see our school at work.

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Thank you again for your interest in our schools. We hope the enclosed information is helpful and encourages you to apply. We look forward to meeting you and reading your application.

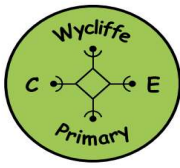
Yours sincerely

A handwritten signature in black ink that reads 'Craig Lee'.

**Craig Lee**  
Director of Primary Education, BDAT

A handwritten signature in blue ink that reads 'Jason Preston'.

**Jason Preston, Chair of Governors**  
Wycliffe CE Primary School



## Wycliff CE Primary school Vision and Values

### Our Vision

Our vision is to ensure that our school family are happy and fulfilled in a creative learning environment. This is flexible and caters to individual needs while developing a life-long love for learning through which all members can flourish. We nurture an aspirational family of hard-working, respectful individuals who work collaboratively.

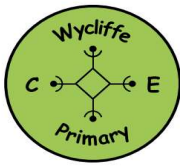
### Our Christian Values

We shall achieve this vision through the promotion and celebration of our six Christian Values.

**Love, Hope, Courage, Respect, Creativity and Forgiveness.**



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## Bradford Diocesan Academies Trust (BDAT)

### About BDAT

Wycliffe is a Primary school within Bradford Diocesan Academies Trust. If you are successful in being appointed, the Trust will be your employer.

Bradford Diocesan Academies Trust (BDAT) is a multi-academy trust (MAT) supporting 21 schools in Bradford. We are a trust that prides itself on delivering great educational outcomes and life opportunities for all our children. We are an inclusive Trust working with children from a rich range of backgrounds who reflect our communities and the city we serve. We are proud to be all about Bradford and developing the future generation of lifelong learners who will go on to achieve incredible things.

BDAT is a trust that recognises each of our schools is unique. We actively encourage and celebrate difference as we know each of our schools serves very different communities. However, we also know that a key strength of being part of a trust means that together our schools can support each other, learn from each other and share great practice. Just as importantly, we know from working our way through the COVID pandemic, that a problem shared really can be a problem halved, and by working together we can save ourselves time, money and lots of duplication of work.

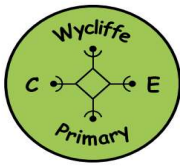
We are a trust that is value-led and we know it is important that we consistently live these values. The Trust's mission is **"to provide education of the highest quality within the context of Christian belief and practice."** We strongly believe every child only has one chance at a good education.

Our core trust values are **inclusion, compassion, aspiration, resilience, excellence (I.C.A.R.E.)**. We seek to model these values in all we do, including how we recruit and develop our staff, how we teach our students and how we liaise with our families, friends and partners. We are a proudly Christian organisation committed to providing high-quality education for all within our ethos. Whilst robust Christian principles underpin the work of the Trust, everyone is encouraged to explore their own spirituality and to recognise and understand that of others. We describe ourselves as having inclusive values believing these are as appropriate and important to staff and students of all faiths (and to those without faith) as they are to those who practise within the Church of England. It is for this reason we choose to support and sponsor non-Church of England as well as Church of England schools. Therefore, we welcome applications for this role from people who understand and can promote the values which we share.

We have recently launched our new 5 year strategy 'Excellence for All', which presents our vision moving forward as a family of schools. A copy of the strategy can be found [here](#) for your information.

BDAT is a large Trust, however we pride ourselves in knowing and understanding our schools. We are all part of the BDAT family, and we all have the same motivation – to see our children succeed. For more information about us follow us on twitter [@wearebd](#)at or visit [Bradford Diocesan Academies Trust: Home](#)

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## BDAT's Mission, Vision and Values

### Our mission:

"At BDAT we want every child to have a happy and high-quality education enabling them to grow and flourish during their time at school."

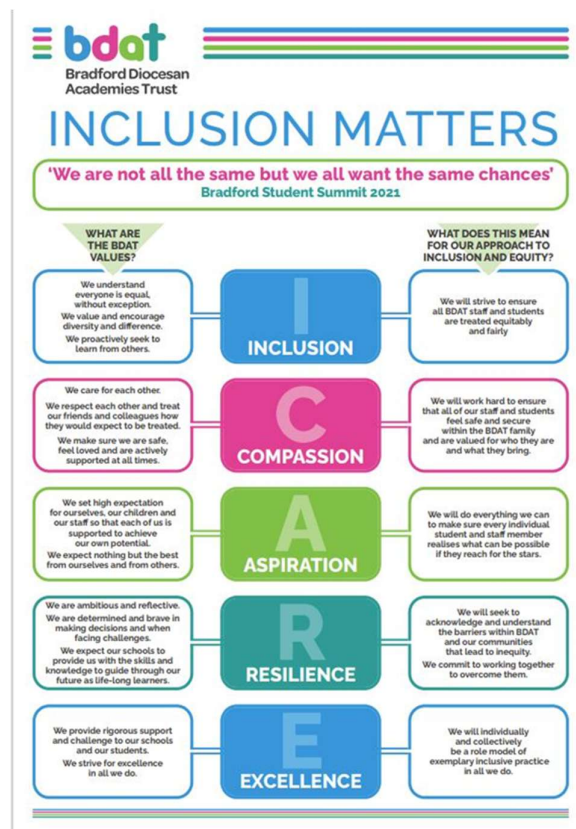
### Our vision is:

"We will provide schools that develop student competence, confidence and character, driven by local community context and inclusive Christian values, ensuring every student achieves their academic potential and leaves our Trust prepared for the next stage of their life journey.

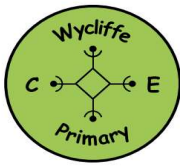
We want BDAT schools to be schools of choice for the diverse and special communities we serve.

We will recruit develop and retain highly skilled staff dedicated to making sure our children and young people have every chance to succeed."

### Our values are:



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## Wycliffe CE Primary School

### Headteacher

**Salary Leadership Scale: L15-L21 (£73,105 - £84,699)**

Full Time, Permanent, Start date: September 2026

BDAT is looking to appoint an inspirational Headteacher for this exciting leadership role. We are seeking to appoint a strong and proven leader who will build on the strengths of our school so that it continues to provide a high quality education for all its students. Our goal is to transform the lives of our students, staff and community and to inspire each other to keep on developing and improving.

This post is a fantastic opportunity for an ambitious leader looking either to extend their experience of headship or to start their first headship in a highly supportive and rewarding environment.

We offer access to high quality personal and professional development for all our staff, with a great emphasis of supporting and developing the lives of everyone in the academy. You will also benefit from the close partnership working with 16 other primary academies within our multi-academy trust and the support of our colleagues in the Diocese of Leeds Education Team.

#### **We need from you**

- A commitment to ensuring our children achieve their biggest and bravest ambitions.
- A love of teaching and learning.
- A passion for developing your team.
- Strong, innovative and strategic leadership and management.
- A firm commitment to achieving success through partnership and teamwork.
- Excellent interpersonal and communication skills.
- Drive, ambition and high expectations.
- Commitment to the vision and values of the school and trust.

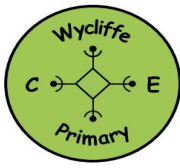
#### **We can offer you**

- A supportive and forward-thinking leadership team in an inclusive academy and trust.
- A stimulating, attractive and welcoming learning environment.
- An approach that supports and stimulates professional growth, with a bespoke CPD package.
- Cross-trust opportunities for collaboration and development.
- The opportunity to make a positive difference to the lives and careers of pupils and colleagues.
- A career in a forward thinking trust.

For the full job details please visit: [Vacancies - Bradford Diocesan Academies Trust \(bdat-academies.org\)](https://www.bdat-academies.org/vacancies). Visits to the academy are welcome, please contact [jill.geering@bdat-academies.org](mailto:jill.geering@bdat-academies.org)

*We are committed to safeguarding and promoting the welfare of all our children and we require all our staff to share this commitment. This post is subject to an enhanced criminal records check via the Disclosure and Barring Service (DBS). Please see our Safeguarding and Child Protection policy on the BDAT website [BDAT Policies - Bradford Diocesan Academies Trust \(bdat-academies.org\)](https://www.bdat-academies.org/policies)*

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## Headteacher Job Description

<b>Job Title:</b>	Headteacher
<b>Accountable to:</b>	Chief Executive and Chair of Local Governing Body
<b>Reporting to:</b>	Director of Primary Education
<b>Grade:</b>	Scale: L15-L21 (£73,105 - £84,699)

All BDAT Head Teachers are expected to lead and manage their school in line with the current Head Teacher Standards which can be accessed here: [Head teacher standards](#)

All BDAT Head Teachers are required to be an effective system and school leader working across the BDAT family of schools and an ambassador for the Trust.

### Overall purpose of the post:

Provide leadership and strategic direction for the management of their Academy, in order to:

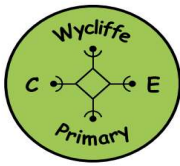
- Develop a collaborative school vision in line with the Trust values and the individual needs of their school community
- Provide every child with a high-quality education and life experience, which promotes the highest possible standards of achievement and ensures that every pupil leaves school ready for the next stage in their academic/life journey.
- Maximise potential through the skills and resources available from within the school and across the Trust.
- Build leadership and staffing capacity in their academy reflecting the BDAT ambition to be an employer of choice.
- To prepare, lead and support internal and external audits including Ofsted, SIAMS (if church school) and other audits e.g. health and safety, safeguarding etc.

### Main Duties and Responsibilities:

#### Leadership:

- Overall responsibility for all delegated management and operational activity of the academy.
- To translate the vision and needs of the school into an improvement plan and ensure this is implemented successfully.
- To provide enthusiastic, innovative and consistent leadership to the academy staff and all other stakeholders e.g. Parents, community, the wider BDAT family.
- To work positively with the community to ensure the best possible outcomes for all students, especially those who are the most vulnerable.

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- To ensure that students are healthy, stay safe, enjoy and achieve their maximum potential, and achieve economic and personal well-being once they leave the academy.
- To develop the reputation of the academy, locally, regionally and nationally.
- Act as an ex-officio member of the Governing body and actively support the Governing body to understand its role and deliver its functions effectively.
- Provide reports as required to the BDAT Trust Board and/or Executive as required.
- To act as an ambassador for BDAT as a member of the extended Trust leadership team.

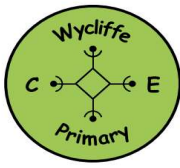
**Education Provision and Standards:**

- Ensure that a modern broad and balanced up to date curriculum is developed and implemented and that curriculum delivery is translated into effective learning and assessment practice.
- To ensure that curriculum provision leads to every child meeting their full potential in terms of both academic attainment and progress.
- Encourage and promote innovation in educational provision through the commissioning and delivery of services, ensuring that the academy can meet changing needs and demands consistent with government guidelines and requirements.
- Ensure that high quality education provision is available to all students regardless of race, religion, sexual orientation, gender, disability, economic background or special educational needs.
- Develop and sustain a culture where students feel safe, confident and can attain their maximum educational outcomes.
- Develop, support and sustain a culture of positive student attendance, engagement and behaviour across the Academy.

**Finance, Personnel and Resources:**

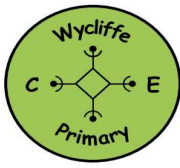
- Ensure that all the activities of the academy are conducted in accordance with all legal requirements and regulations and that policies and procedures are consistent with “best practice” and recognised codes of probity.
- Implement a robust performance management framework that both supports and develops staff in line with Trust policy.
- To ensure that all staff have access to high quality CPD and opportunities to attend training in relation to their individual needs and the needs of the school.
- Recruit, manage and motivate a committed, effective and diverse workforce that understands its roles and enables and promotes high quality learning and/or high quality education provision.
- To ensure that all resources are organised and managed to provide the best possible outcomes for students.
- To ensure staff are appropriately and managed and supported in line with Trust HR practice and advice.
- To ensure the school site is effectively maintained and managed in line with Trust Estates and Health and Safety practice and advice.

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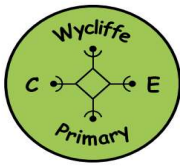
**Additional Responsibilities:**

- Deal with any immediate problems or emergencies according to the academy's policies and procedures.
- Respect confidential issues linked to home/students/teacher/academy work.
- Comply with the Trust and Academy's Child Safeguarding Procedures, including regular liaison with the Academy's Designated Child Safeguarding Person over any safeguarding issues or concerns.
- Comply with the Trust and academy policies and procedures at all times.
- Undertake other reasonable duties (with competence and experience) as requested, in accordance with the changing needs of the organisation.
- To be self aware and to role model continuous self development and professional behaviours.

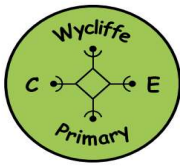


## Headteacher Person specification

Qualifications	Essential	Desirable
Qualified Teacher Status (QTS)	✓	
National Professional Qualification for Headship (NPQH)		✓
Experience and Knowledge	Essential	Desirable
An ability to drive and deliver transformational and cultural change.	✓	
A clear understanding of what constitutes an outstanding school and what needs to be done to achieve and maintain that standard.		✓
Evidence of leading, supporting and delivering improvement/sustained excellence in line with accountability measures and Ofsted framework.	✓	
A deep knowledge and clear understanding of education legislation, new innovation and developments.	✓	
A practising Christian or supportive of and able to promote the BDAT distinctive Christian inclusive ethos and the values of the academy.	✓	
Skills	Essential	Desirable
An innovative leader, with a clear understanding of education opportunity and how it can be translated into practical reality	✓	
An outstanding, collaborative leader with the ability to forge positive relationships in order to promote success.	✓	
An enthusiastic leader, committed to ensuring the best possible outcomes for children and the community using data, analysis, evaluation and next steps to reach this.	✓	
The ability to build a sustainable workforce of high quality staff and leaders.		✓
The ability to provided clear direction and shared purpose for all children, staff and stakeholders.	✓	
A commitment to working positively with all stakeholders and partners.	✓	
Excellent communication skills with all children, staff and stakeholders.	✓	
Strong negotiation skills and the ability to influence other to the benefit of the Trust.		✓
Other	Essential	Desirable



A proven ability to successfully manage resources effectively.		✓
The ability to motivate staff to ensure high performance in line with national and your own expectations.	✓	
The ability to translate a visionary/innovative concept into a practical implementation plan.		✓
An ability to use the full range of leadership skills and qualities including emotional intelligence as appropriate to the situation.	✓	
Resilience and determination including the ability to also provide support, demonstrate empathy and deal with staff in a sensitive and considerate manner.	✓	
A personal commitment to inclusion and diversity to ensure the maximum benefits for children and equality in employment and service delivery matters.	✓	
A strong commitment to the personal and professional development of all staff through performance management and access to high quality CPD.	✓	
A deep knowledge and clear understanding of health and safety legislation and how schools need to comply with this		✓
An understanding of the Church of England distinctiveness agenda and how this can be interpreted and demonstrated on a day to day basis within a school.		✓
A proven track record as a senior leader, demonstrating improvements in raising the quality of teaching and learning, educational standards and Ofsted categories.	✓	
Effective financial planning and use of financial resources.		✓
Ability to lead school in line with the Trust and school policies.	✓	
A commitment to networking and collaboration between schools within and outside the MAT.	✓	



## How to find us



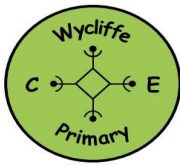
**Wycliffe CE Primary School,  
Saltaire Road, Shipley,  
West Yorkshire BD18 3HZ**  
Telephone: 01274 584779

Email: [office@wycliffe.bdat-academies.org](mailto:office@wycliffe.bdat-academies.org)

**Bradford Diocesan Academies Trust**  
2<sup>nd</sup> Floor, Jade Building, Albion Mill,  
Albion Road  
Bradford  
BD10 9TQ  
Tel: 01274 909120

[Bradford Diocesan Academies Trust : Home](#)

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## Selection Process Guidance

### Safeguarding

We are committed to safeguarding our pupils and will assess the candidate's suitability for working with children as part of the selection process. We will check the accuracy of all information and investigate any perceived anomalies. We would normally take up references prior to interview and use these to verify the information you have given us. Firm offers of employment are never made without satisfactory references. All potential employees are subject to an enhanced disclosure from the Disclosure and Barring Service.

### Inclusion

As a Trust we are an inclusive employer. We welcome applications from candidates of all backgrounds, faith, ethnicities or with any protected characteristics. We are simply looking for the very best candidate for the job and will assess your application only on the information in your written application or your performance at interview should you be successfully shortlisted.

We will ensure that the selection process is fair and without discrimination for or against any candidate based on age, ethnicity, gender, religious beliefs, marital status, sexual orientation or disability. The person specification sets out the criteria used to assess candidates through the selection process.

### Visits to the academy

Visits to the academy are warmly welcomed and actively encouraged. Please ring the Academy Trust Office on 01274 909120 and ask for Jilly Geering to make an appointment to see our school at work or email [jill.geering@bdac-academies.org](mailto:jill.geering@bdac-academies.org)

### Applications

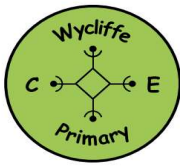
Please ensure that all parts of the application are completed. We do not accept CVs as part of the selection process. Please ensure that you demonstrate how your experience and skills make you suitable for the position. Applications can be submitted online using the My New Term portal via [Vacancies - Bradford Diocesan Academies Trust \(bdac-academies.org\)](https://bdac-academies.org)

### Shortlisting

We assess all applications against the person specification criteria using the evidence you provide in your application. This is done by a panel of executive staff, Trustees and governors. We carefully check all applications for anomalies. Candidates who best meet the person specification will be invited to an interview.

### References

We request references for all candidates who are invited to interview. Requests would normally, unless specified, be made at the same time that candidates are invited to interview. Your first referee should be your current or last, employer.



### Interview Process

If you are successful in being selected for interview, we will notify you of the full interview process.

The interview will consist of several tasks and activities including a formal interview, these are designed to allow you to demonstrate your skills and abilities.

You will be asked to provide proof of qualifications and identity on the first day.

### Final Selection

Following the tasks and formal interview, the person specification will be used as a guide to select the most suitable candidate for our academy. Each candidate will be contacted by telephone to inform them of the outcome, brief feedback will be provided during this telephone conversation.

### Offer of Employment

We will make a verbal offer of employment by telephone on the day of the interview and this will be confirmed in writing. Any offer is made subject to:

- References satisfactory to us
- A satisfactory DBS check
- A satisfactory online check
- Provision of proof of identity and qualifications

### Timeline

<b>Closing date:</b>	9am, Monday 13 <sup>th</sup> April 2026	<b>Tour dates</b>	w/c 9 <sup>th</sup> March 2026
<b>Shortlisting:</b>	Thursday 16 <sup>th</sup> April 2026		w/c 16 <sup>th</sup> March 2026
<b>Interview: Day 1</b>	Wednesday 22 <sup>nd</sup> April 2026		w/c 23 <sup>rd</sup> March 2026
<b>Interview: Day 2</b>	Thursday 23 <sup>rd</sup> April 2026		

### Questions

If you have any queries on any aspect of the application process please contact the Academy Trust Office on 01274 909120 and ask for Jill Geering, PA to the Director of Primary and Secondary Education or email [jill.geering@bdac-academies.org](mailto:jill.geering@bdac-academies.org)