



The Boleyn Trust  
A Brighter Future



# CEO Applicant Pack



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# Welcome from the Chair of the Trust

Dear Candidate,

It is with great pride and enthusiasm, as Chair of the Board of Trustees at The Boleyn Trust, that I invite you to consider the extraordinary opportunity to become our next Chief Executive Officer, commencing 1 September 2026.

Since welcoming our first academies in January 2017, The Boleyn Trust has grown into a beacon of educational excellence, transforming communities and shaping the futures of thousands of young minds across eight vibrant, multicultural primary academies in the dynamic London Boroughs of Newham and Tower Hamlets. Supported by a committed Executive Group and Trust Leaders, our Trust has cultivated a culture of aspiration, inclusion, and achievement, built on the visionary leadership of our founding CEO, Tom Canning CBE.

Beyond our academies, we extend our impact through our successful Teaching School Hub, supporting 238 schools across Barking & Dagenham, Havering, and Newham.

We seek a visionary, strategic leader to build on this strong foundation. You will lead a talented executive team, passionate Trust and school leaders, and a committed Board, all united in our mission to empower every child in our diverse communities. This is your opportunity to drive innovation, inspire excellence, and leave a legacy in one of London's most dynamic educational trusts.

I warmly encourage you to explore the enclosed details and apply for this transformative role. Join us in shaping brighter futures for our children and communities.

**Nina Panayis**  
Chair of the Board



**Nina Panayis**



# Our Boleyn Family

The Boleyn Trust, established in 2017, is a family of eight large, multicultural primary schools located in the vibrant London Boroughs of Newham and Tower Hamlets. Renowned for their exceptional performance, our academies consistently rank in the top 3% nationally for pupil progress, with seven judged Outstanding by Ofsted and one judged Good. This success reflects our unwavering commitment to transforming the life chances of pupils, particularly in disadvantaged communities, through high expectations and outstanding educational outcomes.

At the heart of our mission is a passion for empowering every child. We foster inclusive, aspirational environments where diversity fuels innovation and every school retain its unique ethos and independence. Each academy, led by a substantive Headteacher, is deeply rooted in its community, supported by the collective strength and resources of the Trust.

Beyond our academies, The Boleyn Trust plays a pivotal role in the wider educational landscape through our Teaching School Hub, one of 87 designated by the Department for Education. This hub supports 238 schools across Barking & Dagenham, Havering, and Newham, sharing expertise and fostering excellence in education, even for schools outside our Trust. Our capacity to uplift schools in challenging circumstances underscores our leadership in driving systemic improvement.

Our pride in who we are and what we do runs deep. The Boleyn Trust's inclusive culture and diverse perspectives fuel our success, positioning us as a true leader in England's educational landscape. We invite you to join us, to lead with vision, and to shape a future where every child thrives.



**Cleves Primary School**  
A Brighter Future  
A Boleyn Trust School



**Monega Primary School**  
A Brighter Future  
A Boleyn Trust School



**New City Primary School**  
A Brighter Future  
A Boleyn Trust School



**Ravenscroft Primary School**  
A Brighter Future  
A Boleyn Trust School



**Rosetta Primary School**  
A Brighter Future  
A Boleyn Trust School



**Shaftesbury Primary School**  
A Brighter Future  
A Boleyn Trust School



**The Clara Grant Primary School**  
A Brighter Future  
A Boleyn Trust School



**Tollgate Primary**  
A Brighter Future  
Part of The Boleyn Trust



**London District East Teaching School Hub**  
For all schools in Barking & Dagenham, Havering and Newham



# Boleyn Governance and Leadership

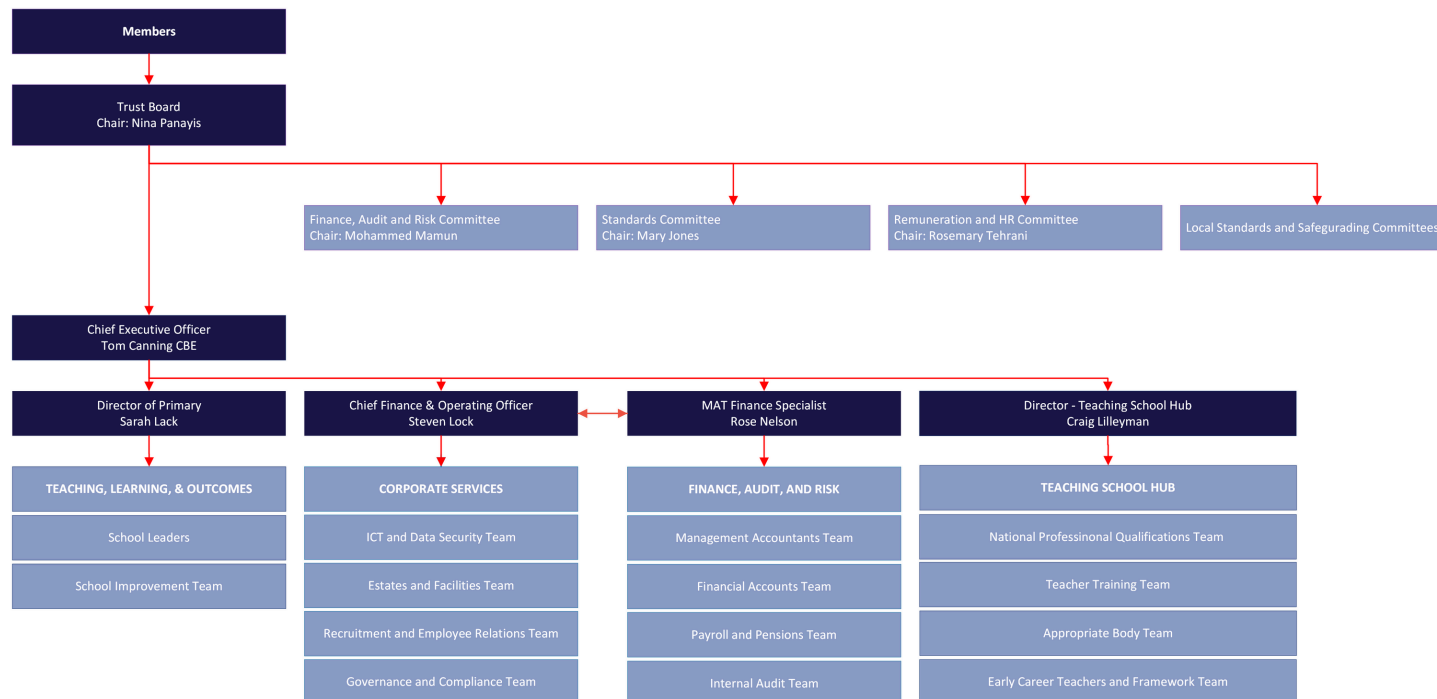
The CEO is appointed by, and is accountable to, the Board of Trustees. The CEO has delegated responsibility for the day-to-day strategic and operational leadership and management of all aspects of the Trust's activities.

In turn, the CEO delegates responsibility for specific aspects of the Trust's operations to members of an effective and strong Executive Leadership Team, which comprises of a range of professionals including the Chief Finance and Operating Officer, MAT Finance Specialist, Executive Leader (Primary), and Executive Leader (Teaching School Hub).

The CEO delegates responsibility of the day-to-day management of each school within the Trust to the respective Headteachers / Heads of School / Executive Headteachers of that school.

The Trust Board has two committees to oversee specific areas:

- > Finance, Audit and Risk Committee
- Standards Committee
- > Remuneration and HR Committee





# Boleyn Core Values

## Inclusivity

The Boleyn Trust is for all children. We recognise that some children face greater barriers to their learning and development than others. This may be due to any number of challenges, including cultural, social, domestic, physical, or cognitive. We are committed to helping all children, particularly the most vulnerable, to overcome barriers to learning so that they can thrive.





# Boleyn Core Values

## Promoting social mobility

This is a fundamental driver for The Boleyn Trust. Although we recognise that each school's context and history inform our approach, this is never an excuse for accepting mediocrity or poor performance. An inclusive approach requires an explicit commitment to improving social mobility for all children. To do this, we insist on:

- High standards of educational achievement.
- High standards of social skills and interpersonal skills.
- High standards of communication skills.
- High standards of critical thinking, problem solving and creativity
- Understanding of society, economy, environment and an appreciation of contribution and participation.





# Boleyn Core Values

## Serving our local communities

Through working this way, we aim to:

- > To raise aspiration and ambition for all learners.
- > To raise attainment for all pupils in disadvantaged communities.
- > To ensure our schools reflect the community they serve.
- > The curriculum is bespoke to the needs of all our learners.
- > To provide an oasis of opportunity and experience in our schools to raise aspiration and ambition.
- > To place diversity and inclusion at the heart of all our schools.

This is underpinned by our Founding Principles:

- > A commitment to a culture of lifelong learning for all.
- > A relentless pursuit of excellence in all aspects of school life.
- > A sequenced curriculum that builds on previous learning. This reflects the school's community and promotes strong personal development and enrichment opportunities.
- > Strong emotional, therapeutic, and pastoral care for all young people.
- > Robust systems for monitoring important areas of school life such as health and safety, safeguarding and the quality of teaching and learning.
- > Successful partnerships with parents, community groups, and external agencies.





# Why Boleyn

At The Boleyn Trust, joining us at any stage of your career offers a truly rewarding and enriching experience. You will become part of a passionate and dedicated team, spanning eight schools, a Teaching School Hub, and a central services team - all working toward a common goal: creating exceptional environments for both learning and working. We are committed to nurturing the talents and careers of our staff, ensuring that we retain top-tier leaders, teachers, and support personnel, not only within our Trust but across the wider education sector.

We offer an enticing benefits package, abundant professional development opportunities, and a strong emphasis on career advancement. At The Boleyn Trust, you will thrive in a supportive, flexible, and inclusive environment that prioritises your health, wellbeing, and growth within a culture of openness and mutual respect.

## Our investment in you includes:

- All staff receive three wellbeing days per academic year (pro-rata for part-time employees).
- We offer a generous two-week October half-term across all schools.
- Funded professional development for roles such as Data Protection and Wellbeing Champions that align with our goals.
- We foster strong, collaborative relationships with Trade Union colleagues.
- We encourage voluntary secondment opportunities, allowing staff to broaden their skills both within and outside the Trust.
- We provide internal promotion opportunities while ensuring continuity of service.
- Access to outstanding professional development opportunities to support your career progression.
- Membership in either the Teachers' Pension Scheme or Local Government Pension Scheme with a substantial employer contribution.
- Ample Leave: Non-term-time staff benefit from generous annual leave, in addition to bank holidays.
- Employee Assistance Programme: Confidential, free support services for advice on a range of issues.
- Cycle to Work Scheme: Save on commuting costs with our cycle-to-work salary sacrifice scheme.
- Interest-free season ticket and parking permit loans.
- Pay awards in line with national and local recommendations.

At The Boleyn Trust, you will not only find a fulfilling career but also a community that invests in your future and well-being.





# Advert and Recruitment Process

Job Title: Chief Executive  
Grade/Range: Inner London L32 (£120,678.00) – L38 (£138,235.00)  
Working Pattern: Full Time 52 Weeks  
Responsible To: The Trust Board of Directors  
Location: The Boleyn Trust Head Office, Tollgate Primary School, London E13 8SA  
Closing Date: 6 February 2026 (Midday)  
Shortlisting: 9 February 2026  
Interview Date: 13 February 2026  
Start Date: 1 September 2026

## Recruitment Process for Shortlisted Candidates

The selection process for the Chief Executive Officer position is designed to thoroughly assess candidates' qualifications and alignment with our organisation's vision. The process will occur over one day.

Shortlisted candidates will participate in an activity which will include delivering a presentation to the recruitment panel. Shortlisted candidates will then face a final interview with our executive panel, focusing on in-depth discussions of their vision, experience, and fit for the role.

## How to Apply

To apply for the Chief Executive Officer position, please follow these steps:

1. Review the enclosed Job Description and Person Specification, which outline the essential competencies and qualifications required for the role.
2. Complete the [Application Form](#) in full and submit it to our Chief Finance and Operating Officer, Steven Lock, at [recruitment@theboleyntrust.org](mailto:recruitment@theboleyntrust.org).
3. Ensure your Supporting Statement clearly addresses the criteria outlined in the Job Description and Person Specification.
4. CVs will not be accepted. However, candidates may include a covering letter (maximum two A4 pages) if desired.

## Commitment to Safer Recruitment

The Boleyn Trust is an equal opportunities employer dedicated to safeguarding and promoting the welfare of children and young people. All staff and volunteers are expected to share this commitment. The successful candidate will be required to undergo pre-employment checks, including an enhanced Disclosure and Barring Service (DBS) check and satisfactory references.

For any questions or concerns regarding the pre-employment checks or application process, please contact our Chief Finance and Operating Officer, Steven Lock, at [recruitment@theboleyntrust.org](mailto:recruitment@theboleyntrust.org).

# Job Description

## Main Purpose of the Job

The Chief Executive Officer (CEO) needs to have a clear vision of where The Boleyn Trust (the “Trust”) is going, and the ability to motivate senior management and other staff to always deliver their best. Through their work, they will lead the Trust through the next stage in its evolution, setting a culture of constant improvement, by providing inspirational leadership, ensuring the Trust provides the best experience for our pupils, staff, and volunteers.

The CEO has delegated responsibility for the day to day strategic, civic, and operational leadership and management of all aspects of the Trusts activities. In turn the CEO, delegates responsibility for specific aspects of the Trusts operations to members of an effective and strong Executive Leadership Team that comprises of a Chief Finance and Operating Officer (CFOO), MAT Finance Specialist (MATFS), Executive Leader (Primary), and Executive Leader (Teaching School Hub). The Executive Leadership Team are responsible for their own respective portfolios, and are accountable, via the CEO, to the Board of Trustees. Therefore, the CEO will need a high level of emotional intelligence to be able to collaborate with others.

As the strategic leader of the Trust, the CEO holds ultimate responsibility for ensuring that effective safeguarding arrangements are embedded across all our schools. This includes setting the tone for a culture of vigilance, where safeguarding is understood as everyone’s responsibility, and ensuring that robust policies, procedures, and training are consistently implemented and regularly reviewed.

By maintaining oversight of safeguarding audits and regularly reviewing safeguarding data, the CEO ensures that any concerns are addressed promptly and that lessons learned inform ongoing improvements.

Beyond compliance, the CEO must be a passionate advocate for the most vulnerable children and their families. This means taking a proactive approach to identifying and addressing barriers to learning and well-being, and ensuring that support systems are accessible, inclusive, and responsive to individual needs. The CEO champions the voices of children and families who may otherwise be unheard, ensuring that their experiences shape Trust-wide strategies and decision-making.





# Job Description



## Core Duties

- Establish and sustain the Trust's mission, culture, values, and strategic direction in partnership with the Trust Board.
- To drive exceptional educational and sustainable financial outcomes for the Trust.
- To be responsible for the delivering and developing of the strategic visions, values, and ethos for each school in conjunction with school leaders and other members of the Executive Leadership Team.
- Provide vision, direction and leadership that enables the Trust to achieve its strategic objectives and secure its future sustainability.
- To act as an ambassador of the Trust, promoting the organisations core purpose and values and enhancing the reputation and standing of the Trust, ensuring it is a respected member of the community it serves.
- To constantly research both actual and potential changes in the education landscape to ensure proactive development.
- Oversee and be accountable for all aspects of Safeguarding and the Trust approach to Keeping Children Safe in Education.
- Work with the Trust's Executive Leader (Primary) to ensure that our schools are prepared for all Ofsted inspections and monitoring visits.
- Ensure improvement strategies are mapped out, actioned, and followed up.

# Job Description



## Strategic Leadership Responsibilities

- Provide strategic and motivated leadership and direction of the Trust and its schools within the vision and strategy agreed by the Board of Trustees.
- Develop and execute policies, plans, and systems that translate the Trust's vision into actionable objectives and outcomes.
- Oversee robust accountability by supporting the Executive Leader (Primary) to support the schools' leadership teams, to develop the shared vision and strategic plan for the schools, which is responsive to the communities they serve. At the core of this should be the educational and personal development of the pupils.
- Ensure that the Trust financial viability is secure, firmly based on accurate analysis and can meet both the needs of the Trust and its schools.
- Take responsibility for the design and implementation of the annual business plan and key documents such as the Trust's long-term Strategic Plan, self-evaluation, and improvement plans for the schools.
- Together with the Trust Board and Executive Leadership Team, ensure proactive, robust, and appropriate risk mitigation and management and ensure that the risk strategy is aligned to local school risk strategies.
- Robust understanding of the importance of the regulatory environment in which the Trust operates.
- Committed to ensuring appropriate safeguards are in place, including a personal commitment to the safeguarding and well-being of children and young people.
- Maintain an outward facing role on behalf of the Trust to strengthen its future growth and relationships with all parties and stakeholders, including external agencies such as Department for Education, local authorities, pupils, parents, staff, and their local communities.



# Job Description



## Governance and Compliance, in Liaison with the Board of Trustees

- > To lead in collaboration with the Trustees, on the preparation and submission of the annual Statutory Accounts (including the Trustees annual report) ensuring these documents and any other statutory returns are submitted as prescribed.
- > As instructed by the Board of Trustees, to ensure operational managers are meeting the requirements for governance health and safety, safeguarding, risk management and equality, diversity, and inclusion, within the framework that ensures safe, effective, and high-quality services.
- > To develop, implement, and regularly review operational policies to ensure full compliance with legal, regulatory, and sector best practices.
- > To ensure that robust evaluation procedures are in place to ensure high quality, effective and sustainable service are being provided.
- > To undertake any other reasonable duties as required by the Trustees, including the production of full and transparent reports to Trustees to enable timely and considered strategic decision making.

## System and Civic Leadership

- > Be a visible, inspiring, and approachable local, regional, and national figure. Regularly canvassing stakeholders to inform policy development, practices and proactivity representing the Trust, including in the media if appropriate.
- > Build relationships with the Department for Education, Ofsted, and others, ensuring that they are robust professional and that external views are sought, understood, and responded to.
- > Create and engage in the collective leadership of the sector, building strong local systems to address disadvantage and improve the quality of education for all children within the Trust.
- > Promote and enable ways in which the Trust's schools and their local standards and safeguarding committees engage meaningfully with their communities and are responsive and accountable to them.

# Job Description

## Finance and Procurement

- > The CEO will work closely with the CFOO and MATFS to ensure that the Trust works to the standards set out, ensuring appropriate policies, frameworks and systems are in place.
- > Ensure long term financial sustainability, by establishing and confirming the effective monitoring of proper financial systems, ensuring that appropriate action is recommended to address problems identified.
- > To ensure that the Board of Trustees receives accurate and timely financial reports. Support and review annual budgets of each school within the Trust to ensure that all budgetary targets are met by individual schools and efficiencies are maximised.
- > Challenge the CFOO to negotiate and agree optimum costs / prices with service providers to achieve economies of scale, adopting the appropriate procurement process.
- > Develop and implement strategies for the generation of additional revenue and resources for the Trust.

## Developing Self and Innovation

- > Treat everyone within each school fairly and equitably.
- > Promote continuous learning, engaging with professional development opportunities.
- > Develop relationships with relevant funding bodies and external providers.
- > Ensure the Trust effectively develops all staff to enable them to achieve their maximum potential and ensure good morale and opportunities for succession in accordance with the Trusts People Strategy.
- > Regularly review personal practise, set performance targets, and participate in performance management processes.

## Leading by Example

- > Provide dynamic, consistent, and motivational leadership, ensuring the successful delivery of the vision, ethos, aims and objectives of the schools and of the Trust.
- > Uphold and demonstrate The Principles of Public Life (The Nolan Principles).
- > Lead by example, being personally visible to the Trust's employees.
- > Establish collaborative and open relationships with all stakeholders.
- > Ensure regular, open communication with the Trust Board.
- > Ensure that communication channels exist enabling all staff to receive information they need to perform their professional duties effectively.
- > Oversee the implementation of all Trust policies and procedures ensuring consistent application.
- > Collaborate with all stakeholders to generate enthusiasm and commitment.
- > Challenge, motivate and empower others to attain ambitious outcomes.



# Job Description



## Supporting the Work of the Trust

- > Develop and maintain the ethos of trust in all schools so that it is intrinsic and permeates all aspects of the school's life and curriculum.
- > Develop strong, positive relationships with colleagues within the Trust, and contribute to collaborative work across the schools and support other staff in participating in Trust work.
- > Participate in Trust wide activities to share best practice, contribute to the development of Trust strategies and policies and promote the schools in a local and national context.
- > Delivery of a People Strategy that achieves the strategic ambitions of talent attraction, retention, and growth through creation of career pathways, an informed and tailored learning and organisational development offer, being a positive advocate and promoter for diversity, equality, and inclusion.
- > Strengthen each school's positive image in the wider community.
- > Present complex information in a consistently credible manner to the Trust Board and external parties.
- > Promote the schools and the Trust to a range of audiences.
- > Develop and maintain respect across all stakeholders, inspiring individuals to contribute positively to shared ideas and plans for the schools, and the wider Trust family.

**No job description can be exhaustive, and the duties may alter in practice over time. The post holder is expected to use their professional judgment to ensure that the CEO role continues to evolve and develop in line with the Trust's changing requirements.**

# Person Specification

The Person Specification focuses on the essential and desirable knowledge, skills, experience and qualifications required to undertake the role effectively. This is measured by: (a) Application Form, (b) Test/Exercise, (c) Interview, and (d) Presentation.

Essential Criterion No.	Essential Criterion Description	Measured by
E1	Degree level qualification or applicable professional qualification.	A C
E2	Recent participation in a range of relevant professional training.	AC
E3	At least 5 years successful and recent strategic leadership experience in education or business at a senior level.	AC
E4	Proven track record of strategic and successful business planning and financial management.	AC
E5	Extensive experience of using data to inform decision-making.	AC
E6	Experience of leading, managing, and motivating teams of people, building effective relationships at all levels within an organisation.	AC
E7	Clear understanding and experience of what constitutes a thriving and successful school.	AC
E8	Experience in building effective teams of senior staff through people management skills such as leadership, vision, communication, motivation, constructive challenge, and delegation.	AC
E9	Experience of working at Board Level and ability to demonstrate an understanding of accountability and corporate governance.	AC
E10	A proven ability to meet statutory and regulatory requirements of a complex organisation across key areas such as Finance, HR and Health and Safety, operating with probity and strong quality assurance.	AC
E11	Able to see the bigger picture and context within which Trusts operate and understand how to act positively.	AC
E12	Successful experience of effective strategic, financial and resource management to achieve strategic priorities and ensure value for money and ability to identify risk and management associated change.	AC
E13	A strategic thinker who can analyse and process complex information and data quickly and rigorously to make effective decisions.	AC

Essential Criterion No.	Essential Criterion Description	Measured by
E14	Can think analytically to undertake complex tasks in a systematic way.	A C
E15	Thinks creatively and imaginatively to solve problems and identify opportunities.	AC
E16	Celebrates diversity and makes decisions to actively promote inclusion.	AC
E17	Able to articulate and define a clear vision for the future.	AC
E18	Able to demonstrate having planned appropriately for future success.	AC
E19	Visible and approachable, empathetic and enjoys engaging with children, staff, parents, and the wider community.	AC
E20	Resilient and robust whilst also showing compassion in dealing with people and issues and is calm under pressure.	AC
E21	Natural net-worker able to engage effectively and communicate with the wider community.	AC
E22	Able to demonstrate sound judgement and prioritise issues/ risks effectively.	AC
E23	Can negotiate and consult effectively with the capacity to influence others, managing change with respect and sensitivity and ensuring appropriate decisions are made.	AC
E24	Demonstrates the ability to encourage, nurture, inspire, empower, and manage staff to share high aspirations for the Trust.	AC
E25	Is efficient and effective in managing workload on a day-to-day basis whilst maintaining a good life work balance.	AC
E26	Able to develop and maintain an inclusive and collaborative ethos between schools and senior staff in the Trust.	AC
E27	Demonstrates a variety of leadership styles and management approaches according to context.	AC



Essential Criterion No.	Essential Criterion Description	Measured by
E28	To be an inspirational leader and strategic thinker who demonstrates ideas with energy and enthusiasm with an eagerness for continuous improvement with hard work and a drive to succeed.	A C
E29	Ability to establish positive and productive working relationships with a wide range of stakeholders at all levels.	AC
E30	Ability to engage positively and constructively with the Executive Leadership Team and Trust Board seeking their views while not being afraid to display clear leadership.	AC
E31	Effectively engage and communicate at all levels, including listening to and inspiring children, staff, parents, and the wider community, as well as having a personal presence.	AC
E32	Shows concerns for impact – identifies the most important concerns and issues of others – modifies own behaviour to achieve the required outcomes.	AC
E33	Able to bring presence and gravitas to the role whilst always remaining approachable and professional.	AC
E34	Work flexibly, including any service specific hours or outside of working hours / additional hours.	AC
E35	Is compassionate, courageous, and nurturing.	AC
E36	Demonstrates resilience when responding to changes and challenges.	AC
E37	Demonstrates a firm commitment to the concept of Multi- Academy Trusts with the desire to see the Trust flourish and expand in a sustainable manner.	AC
E38	Applicants must not be disqualified by law from holding directorships and must undergo an enhanced DBS check.	AC
E39	Display appropriate coping strategies, including a sense of proportion and perspective.	AC
E40	Commitment to undertake further ongoing training and professional / personal development.	AC

Desirable Criterion No.	Desirable Criterion Description	Measured by
D1	Qualified Teacher Status.	A C
D2	Experience within Education setting.	AC
D3	NPQH.	AC
D4	Masters/postgraduate degree.	AC
D5	NPQEL or similar.	AC
D6	Experience as a Headteacher with a strong track record of sustained school improvement.	AC
D7	Significant experience in a SEN school setting.	AC
D8	Experience in a Trust setting,preferably with a demonstrable experience of developing systems within the Trust. Including building relationships with external stakeholders to develop positive relationships.	AC
D9	Evidence of successful school improvement, teaching and learning across a group of schools.	AC

# Diversity and Inclusion at Boleyn

At The Boleyn Trust, we are an equal opportunities employer, welcoming all who share our drive for education and fairness. We value our diverse staff and students, creating a community where everyone is respected and inspired to succeed. The Boleyn Trust is a place where we can ALL be ourselves, reflecting the communities we serve with an inclusive, supportive environment that uplifts both learning and working. Through our powerful networks - LGBTQ+, Disability, Rise to Lead, and Fig Tree International - we champion every voice, shaping a future that echoes with impact.

## Rise to Lead Leadership Programme

The Rise to Lead Leadership Programme is a bold call to action at The Boleyn Trust - a commitment to shatter ceilings and rewrite the story of leadership. We see the gaps, we feel the urgency, and we are here to change the narrative for Black and minority background employees. This is not about climbing the ladder; it is about building a new one together. Through tailored mentorship, fearless advocacy, and a culture that celebrates every voice, we are igniting a spark in underrepresented talent. Step into a space where your ambition finds its wings, and your leadership transforms our academies and beyond.

## Fig Tree International

At The Boleyn Trust, we are not just chasing goals - we are chasing justice. Through Fig Tree International and our pursuit of The Race and Conscious Equality Charter Mark, we are forging a future where every academy in our Trust pulses with fairness and unity. This is a journey of heart and hustle, where we confront inequality head-on and lift every voice in our community. Join us to be part of something bigger - a collective drive to create an organisation that does not just teach equality but lives it, every single day.





# Safeguarding, Safer Recruitment and Data Protection

The Boleyn Trust and all our academies are committed to the highest levels of safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. All offers of employment are subject to an enhanced Disclosure and Barring Service (DBS) check, references, an online search, and, where applicable, a prohibition from teaching check.

We have a comprehensive suite of safeguarding procedures, policies, and guidance for all staff and volunteers to ensure we actively promote the welfare and safety of children and young people.

We are also committed to promoting equality of opportunity in employment, regardless of race, colour, nationality, ethnic or national origin, creed, disability, sex, age, marital status, or sexual orientation. This applies to all aspects of employment, including recruitment, selection, training, promotion, and the application of national and local agreements concerning pay and conditions.

We will recruit the best candidate based on their abilities, qualifications, and experience, as measured against the job description and person specification. The recruitment process will be conducted professionally, efficiently, and in compliance with current employment and safeguarding legislation.

All information is stored securely, and details from unsuccessful candidates will be confidentially destroyed six months after the decision has been communicated, in accordance with our information and records retention policy.

For further details on how your data will be managed during the recruitment process, please refer to our Privacy Notice for Job Applicants which can be found by clicking [here](#).





**The Boleyn Trust**  
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Tollgate Primary School  
Barclay Road  
London  
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020 7476 1848  
admin@theboleyntrust.org

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