The Balcarras Trust



Applicant Pack

The Balcarras Trust

The Balcarras Trust came into existence on December 1st 2020. We are a Multi Academy Trust based in Gloucestershire. Prior to this the company (Balcarras School) was a Single Academy Trust.

The Mission Statement of The Balcarras Trust:

The Balcarras Trust is committed to delivering outstanding inclusive, comprehensive education in each of its schools. Every child within the Trust will be expected, encouraged and supported to reach their full potential and, when they leave school, to be fully equipped to go on to be successful in the next phase of their lives.

The Trust will establish and maintain high standards of teaching, pastoral care and behaviour in its schools. No child will be “left behind.” There will be excellent opportunities for extra-curricular activities.

Each member of staff in the Trust’s schools will be an excellent role model and will play their part in ensuring that each school in the Trust will have its own special ethos. Students will feel proud of their school.

THE SUNDAY TIMES SCHOOLS GUIDE 2021 SOUTHWEST STATE SECONDARY SCHOOL OF THE DECADE

Balcarras is a co-educational 11-18 comprehensive school situated in Charlton Kings on the Eastern side of Cheltenham. Consistently rated outstanding by Ofsted, it has also been recognised by The Sunday Times as the highest performing comprehensive school in the Southwest. Balcarras’s performance at A level and GCSE is amongst the highest for any school in the country.



Currently there are three schools in the Trust:

Balcarras: an 11-18 coeducational academy with 1432 pupils on roll. Consistently rated outstanding by Ofsted, the school secures superb outcomes at both GCSE and A level. In 2021 the school was awarded the Sunday Times Southwest State School of the Decade Award. The school is led by Dominic Burke (Headteacher) who combines this role with CEO of the Trust. Balcarras is the lead school in the GLOW Maths Hub and the Balcarras Teaching School Partnership. The Trust owns Balcarras' land which comprises 19.5 acres and buildings of some 11,000 square metres.

The High School Leckhampton: a brand new 11-16 coeducational comprehensive academy with an eventual capacity of 900. The school opened in September 2021 with an intake of 120 pupils initially operating on the Balcarras site before moving to its purpose built site at Farm Lane in Leckhampton. Next year the school will have a pupil population in excess of 700. The school achieved an 'outstanding' rating in its first OFSTED inspection in 2024. The High School Leckhampton is led by Helen Wood who is also Director of Education for the Trust. The site comprises 13 acres and buildings of some 7,000 square metres. The Trust has a 125-year lease on the site at Farm Lane.

Winchcombe School: an 11 to 16 school in the Cotswolds with 530 pupils on the roll. The school joined the Trust in November 2023 and is rated 'Good' by OFSTED. As a relatively small school Winchcombe prides itself on the quality of its pastoral care. In September 2025 Parin Gohil will take up the headship of the school. Winchcombe occupies a beautiful site in the Cotswolds which extends beyond 20 acres. The Trust owns the land and the buildings.

In addition the Trust has a wider role as a system leader:

Outreach work: The Balcarras Trust is a leading provider of professional development for educators. The Trust runs the GLOW Maths Hub which is responsible for leading maths education in this region. GLOW has an annual turnover of close to £1 million. The Trust also has the contract to run the Teaching School Hub for Cheltenham, Stroud and The Cotswolds. This involves turnover of well over £250,000

The Trust also operate the Gloucestershire Initial Education Partnership, an 80 place teacher training programme, in conjunction with the Gloucestershire Association of Secondary School Leaders.

Future Development

The Balcarras Trust is open to the possibility of growth although we don't seek growth for its own sake. We have very good relationships with a number of schools locally and we are open to the possibility that some of these schools might join the Trust in the future.

In any case the Trust will grow as the current pupil number increases. This will require a larger central services team and a more extensive offer to our schools.

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The Balcarras Trust—Aims and Values

We provide our pupils with an education of the highest quality so that they leave us with the qualifications, skills and personal qualities they need to lead a successful life.

To achieve this, we will ensure:

- Our commitment to the highest academic standards
- A caring and stimulating environment
- A wide range of extra curricular activities
- A partnership with parents, business and the local community



What is it like working at The Balcarras Trust?

It is a very exciting and rewarding time to be working at Balcarras. Our latest GCSE grades were extraordinary and put us in the Top 30 comprehensive schools in the country based on the percentage of pupils gaining 5+ in English and Maths. At A-level the picture was similar. We were listed by the Sunday Times as the second highest performing comprehensive school in the Southwest in Parent Power published in November 2023. It is this commitment to the highest academic standards, whilst at the same time being a caring and stimulating environment, that makes Balcarras feel different from anywhere else.

As part of the Balcarras Trust, our teaching staff have access to outstanding professional development networks including NPQs and ECTs if appropriate.

Balcarras is a great place to work, from staff football and wreath making sessions to Chinese cookery — Balcarras creates opportunities for staff cohesion. We recently ran a whole Trust staff inset on staff wellbeing that covered topics such as physical well being, mental well being, financial wellbeing and reducing workload . Both staff and pupils benefit from Buddy the school dog who is the one of best appointments ever made!



What is the surrounding area like?

Members of staff moving into the area to join Balcarras have a wide variety of locations from which to choose. There are the large urban areas of Cheltenham and Gloucester together with the many modern housing developments clustered around them, the older market towns such as Cirencester and the smaller villages and hamlets of the Cotswolds. Within a short distance of the school it is possible to find both the facilities of a thriving urban area and the tranquility of unspoiled countryside.

Balcarras occupies an attractive site at the very edge of Charlton Kings. The woods and fields of the Cotswold escarpment rise up to the east and south east, while in other directions there is housing surrounding the old village centre.

Management Accountant - General Job Description

JOB TITLE: Management Accountant

HOURS: Full-time all year round

RESPONSIBLE TO: Chief Financial Officer, The Balcarras Trust

GRADE: Point 15-20 on Support Staff Scale, £30,024—£32,597

GENERAL INFORMATION:

The Balcarras Trust is committed to creating a diverse workforce. We will consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.

MAIN PURPOSE:

This is an ideal role for a positive, personable, energetic person with excellent organisational and financial skills including the ability to work to deadlines and flexibility to take on new tasks as they arise

As a key member of the central finance team, the Management Accountant will play a crucial role in delivering high-quality financial support and strategic insight across the trust. Reporting to the Chief Finance Officer (CFO), you will be responsible for producing the month end reports, accurate monthly management accounts, supporting budget holders with financial planning and monitoring, and ensuring compliance with the Academy Trust Handbook, statutory requirements, and internal financial controls.

You will work collaboratively with central colleagues and school-based leaders to develop and maintain a strong culture of financial accountability and value for money. This role requires excellent analytical skills, attention to detail, and the ability to communicate financial information clearly to non-finance stakeholders. Your work will directly support the trust's mission of delivering high standards of education through effective stewardship of public funds.

The job description sets out the main duties of the post. Such duties may vary from time to time without changing the general character of the post or level of responsibility. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.

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Management Accountant - General Job Description continued

MAIN DUTIES:

- Prepare and analyse financial reports, budgets, and forecasts.
- Monitor financial performance and identify areas for improvement.
- Provide financial guidance and support to internal stakeholders.
- Assist in financial planning and strategy development.
- Stay updated on relevant financial regulations and best practices.
- Prepare a set of management accounts.
- Prepare payroll journals and import into the finance system.
- Complete monthly wage schedule.
- Bank reconciliation.
- Review income and expenditure to ensure all transactions are coded correctly.
- Post monthly accruals, prepayments etc.
- Review debtor and creditor reports, resolve any related queries.
- Complete balance sheet reconciliations including payroll.
- Prepare and submit VAT claims to HMRC.
- Support with ad hoc queries.

Management Accountant - Person Specification

We're looking for a friendly, organised person with a real 'can do' attitude and a passion for doing a great job. The role will offer a variety of tasks and responsibilities – making a flexible/adaptable approach to your work essential.

We are looking for these skills:

- Proactive and self-motivated with a problem-solving mindset.
- Excellent communication and interpersonal skills.
- Ability to work under pressure and meet tight deadlines.
- Team player with a collaborative approach.
- High level of integrity and professionalism.

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Selection Process

⇒ After the deadline for the position has passed there will be a shortlisting meeting with the CEO and CFO to review the applications.

⇒ Qualifications, experience and suitability for the post will be considered during the shortlisting process.

⇒ Unsuccessful applications will be notified by email. Unsuccessful candidates can request feedback by email.

⇒ Successful applicants will be invited for interview by telephone or email.

⇒ References will be requested at this stage.

Please stipulate clearly on you application form should you wish for your references not to be checked prior to job offer.

⇒ A formal letter confirming the interview arrangements and plan for the day will then be emailed to candidates including details of documentation that will be required to be presented on the day.

⇒ One of the requirements of the day will be to complete a "Declaration of Criminal Record and other information" check.

⇒ If you have a DBS certificate from your current work place, you will be required to show this.

⇒ Candidates will be required to undergo a formal interview (including safer recruitment questions) and where appropriate a task. All information concerning the day will be provided in the formal letter.

⇒ A decision will be made on the day where possible.

⇒ Both successful and unsuccessful candidates will be notified by telephone where possible.

For all enquiries about this position please email trust@balcarras.gloucs.sch.uk

https://www.thebalcarrastrust.co.uk