



Whitley Park Primary and Nursery School

Aspire, Believe, Achieve

Headteacher Application Pack

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2019-2022



Further information about our school is available at: www.whitleyparkprimaryschool.co.uk



Whitley Park Primary and Nursery School

Aspire, Believe, Achieve

Advertisement

Headteacher Vacancy

Salary L14-L27: £56,579 - £77,048

Start Date: September 2020

An exciting opportunity has arisen to become the Headteacher of our inclusive, pupil-centred, ambitious school which is looking forward to the next phase of its development.

We are looking to appoint an experienced leader who will build on and develop the vision of our dedicated, hard-working team who believe passionately in the "Aspire, Believe, Achieve" ethos of our school. Above all else, we are seeking a compassionate Headteacher who will always put the child at the heart of every decision they make.

We are looking for a Headteacher who is:

- able to articulate a clear vision for the successful future of the school, building on the existing culture of inclusivity and achievement
- experienced in curriculum development and delivery and has the highest aspirations for all, including those with Special Educational Needs
- passionate about raising standards and has a proven track record of doing so
- committed to inspiring and leading a large multi-professional team, working collaboratively with senior leaders, teachers, support staff, governors, parents and the wider community
- innovative and adaptable in finding solutions to challenges

We can offer:

- the opportunity to lead one of the largest primary schools in Reading with children who love coming to school
- a committed and very hard-working team who are determined to help all children reach their potential
- a stable and passionate senior leadership team
- an innovative approach to Special Educational Needs provision integrated within a mainstream setting
- a unique ethos of care for all
- the ongoing support of Brighter Futures for Children (Reading Local Authority)
- strong partnerships with other local schools as part of the Whitley Excellence Cluster (WEC)
- a supportive and highly engaged governing body
- the opportunity to make a difference

Closing date for applications: 11th March 2020

Shortlisting on 13th March 2020

Visits to applicant schools by arrangement 16th - 18th March 2020

Interviews will take place on 26th and 27th March 2020.



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We would be delighted to welcome you to our school to meet the team and our wonderful children. Please make an appointment by contacting the school on 0118 937 5566.

Please obtain an application form by contacting Jason Owen on 0118 937 2838 or Jason.owen@reading.gov.uk

Further information about our school is available at: www.whitleyparkprimaryschool.co.uk



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School Information

Our vision:

'For our children to have high aspirations for themselves as learners, to embrace their individual talents and together achieve well in all aspects of school life. We aim to provide them with the tools to develop a strong moral compass. To find resilience within and to strive for and believe in a future for themselves that is filled with purpose and joy'

Whitley Park Primary and Nursery School is a three form entry primary school with Nursery classes, with 570 children on role in November 2019. We have come a long way in recent years and have worked hard under a passionate and dedicated Senior Leadership Team to build an inclusive, pupil-centred school that promotes learning in a safe and stimulating environment. Our outcomes are improving and we are acutely focussed on the need to make rapid progress in building a rich curriculum, designed for our children, delivered with outstanding teaching.



Serving a disadvantaged catchment area, many children come to us with lower than average starting points. We pride ourselves on the progress our children make on their journey through the school to achieve not only improving academic outcomes but also the life skills they need for their transition to secondary school and beyond. Building strong relationships with parents and carers is fundamental to the effectiveness of this approach.

Our school prides itself on being inclusive and we have a high proportion of children with varying levels of Special Educational Needs, supported by the whole staff and led by two highly experienced SENCOs. Our recently opened Acorns classroom for children whose EHCP identifies the need for a special school placement is our way of supporting these children on their learning journey, whether this is ultimately to transfer to special school provision or to return into their mainstream classrooms with appropriate support.



We work very closely in partnership with Whitley Excellence Cluster, which is a group of local schools who have been striving together for over 30 years to promote high standards of teaching and learning, through moderation, curriculum planning, financial planning, sharing best practice, training and in providing extra-curricular activities such as sporting and arts events across schools. We also work closely with the Aspire2 charity which enables us to provide enrichment activities for our children, such as amazing day and residential trips to Ufton Adventure.



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At Whitley Park emotional wellbeing and good mental health are equally as important as academic achievement. We believe that one cannot be attained without the other being nurtured. We aim to give children the tools to find resilience within by taking a therapeutic approach offering group and 1:1 interventions to meet individual children's emotional needs as well as employing a range of strategies including Mindfulness, Play Therapy, Peer Mentors, our own full-time Child Welfare Officer and extensive training for all staff. This approach was recognised in July 2019 with the NCB Wellbeing Award for Schools and is something we are exceptionally proud of.

Staff at Whitley Park care deeply about the children in their care and work together as a team to help each child achieve their own potential. They often go the extra mile and create a calm, friendly atmosphere which is often remarked upon by visitors.

Our well maintained, very large school site includes a purpose built nursery with its own outdoor space, well-equipped classrooms, extensive playgrounds and playing fields, on-site catering facilities with a dedicated dining hall, two further large school halls for assemblies and sporting activities, a well-stocked library, and a fully-equipped STEM laboratory complete with its own garden and two chickens, Fudge and Oreo! Our children would love to introduce you to them.





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Job Description: Headteacher

Responsible to the Governing Body of the School

Main purpose

The Head teacher will:

- Provide strategic leadership, working with the governing body, to formulate a long term vision designed to deliver continuous improvement
- Implement policies and systems that enable the achievement of that vision
- Develop and inspire the school team to provide a safe and caring environment to enable learning and achieve the best possible progress and outcomes
- Manage resources effectively and lead by example with high professional standards
- Carry out the role of Designated Safeguarding Lead
- Exert a positive, unifying influence both within and on behalf of our wider community

You will be responsible for the day to day management of the school in accordance with applicable legislation, the School's Policies and the National Standards for Headteachers. Key duties include:

Qualities and knowledge

- Provide strategic leadership and effective day to day management.
- Lead by example demonstrating integrity, resilience, clarity and a positive attitude to all.
- Develop and implement a long term vision for the school that balances the requirements of the national educational framework with the specific, local needs of the community.
- Translate that long term vision into a School Improvement Plan that delivers excellent progress and achievement for all.
- Collaborate effectively to build mutually beneficial relationships with all partners, including children, parents, staff, governors, other local schools, the Whitley Excellence Cluster and the Local Authority.

Pupils and Staff

- Demand ambitious standards of teaching and learning, overcoming disadvantage in whatever form it may take and providing an environment conducive to success.
- Empower the design and delivery of a rich curriculum through the encouragement of research-led, excellent teaching in a supportive environment.
- Ensure there is an effective system for assessing, recording and reporting children's progress towards targets and outcomes.
- Demonstrate a commitment to continuing professional development of all staff, nurturing future leaders and fostering a culture of excellence, combined with a balanced approach to wellbeing.
- Hold all staff to account through an effective system of performance management, mentoring and coaching.
- Safeguard and promote the wellbeing of children and staff in a safe and happy learning environment with a focus on good behaviour as standard.



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Systems and Processes

- Ensure the school's organisation, systems and processes are efficient and fit for purpose, upholding the principles of integrity and transparency.
- Exercise financial control and strategic financial planning closely aligned to the School Improvement Plan to allocate available resources in the best interests of the school
- Welcome strong governance and work collaboratively with the governing body to support its core functions.

Self-improving school system

- Foster effective partnerships with local organisations, including the Whitley Excellence Cluster, Aspire2 charity, the Local Authority and other agencies to improve academic and social outcomes for children.
- Encourage and shape innovative, research-led approaches to teaching and learning, assessment, curriculum design, leadership and governance.
- Inspire and influence our families to understand and engage in the education of their children and promote the importance of education in the wider community.

Please note that the above is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the Headteacher will carry out and they may be required to do other duties appropriate to the role.



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Person Specification

This Person Specification should be read in conjunction with: The Job Description for this role The National Standards of Excellence for Headteachers (2015) The Personal and Professional Code of Conduct within The Teachers Standards (2011)		Sources of evidence and information for recruitment and selection purposes: 1 = Application form/letter 2 = Interview/Assessments 3 = References
This Person Specification can be used to: Support the recruitment and appointment of the Headteacher Inform the appraisal of the Headteacher Shape the Headteacher's own professional development		
Essential	Desirable	Where identified
Qualifications		
Qualified Teacher status.	NPQH Further CPD in school leadership.	1 2 3 1 3
Experience		
Previous role as Headteacher.	Experienced in the teaching, education and development of children in a Primary school. Evidence of regular and relevant professional development.	1 3
Successful school leadership responsibility, preferably at, but not limited to, a Primary School.		1 3
Evidence of relevant professional leadership development at a senior level.		1 2 3
Experience of managing staff performance, target setting, capability and conduct, and monitoring teaching quality (with feedback to teachers).		1 2 3
National and wider innovative curriculum approaches for all pupils.		1 2 3
Track record of implementing new initiatives and positive change in school.		1 2 3
Experience of collaborative working with vulnerable families and multi-agency teams to support students and their families.		1 2 3
Experience of identifying and developing all levels of leadership in a school.		1 2 3
Experience of successfully working closely alongside a governing body.		1 2 3
Abilities and Skills		
Have a clear focus on students' achievement; using and analysing data, assessment information, and other evidence to monitor pupil progress (and challenge actual or potential under-achievement).		1 2 3
	Gain and articulate a clear educational vision for the future development of Whitley Park Primary and Nursery School.	1 2
Able to draw up, implement, and monitor effective improvement plans based on pupils' performance and whole school self-evaluation activities.		1 2
Highly developed teaching skills, together with a natural empathy for young people.		1 2 3



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Highly skilled at being able to look behind episodes of challenging pupil behaviour which arise from factors such as SEMH, anxiety, cognitive impairment and chaotic home life.		1 2 3
Ability to provide effective and inspirational leadership that builds, leads, and further develops the school's Senior Leadership and staff teams.		1 2 3
Ability in financial planning, budgetary management, and applying principles of best value.	Competent budgetary experience including the oversight of best possible deployment of scarce resources and excellent prioritisation.	1 2 3
Ability to establish and maintain excellent relationships with parents, carers and other stakeholders through partnerships and collaboration.		1 2 3
Ability to maintain and develop the school's profile within the local and wider community.		2 3
Knowledge and Understanding		
Knowledge to ensure that our pupils receive a high-quality education and a broad, balanced curriculum that is relevant to their skills and abilities.	Experience of designing a Primary curriculum.	1 2
Knowledge of the potential benefits brought about by therapeutic interventions for pupils who have challenging behaviours.		1 2
Knowledge to seek and maintain effective multi agency partnerships and collaboration to share and disseminate best practice throughout the whole school and beyond.		1 2
Extensive knowledge and understanding of safeguarding procedures.	Designated Safeguarding Lead background	1 2
Understanding of how to professionally manage and develop the staff team.		1 2
Knowledge of a school's self-evaluation and continuous improvement, through actively contributing to School Development / and Improvement Planning.		1 2 3
Understanding of national pressures within education.	Insights into best approaches when raising local and national issues of concern.	1 2
Personal Qualities		
Recognised as an exemplary person and leader of the highest moral integrity.		1 2 3
Ability to make difficult decisions based on always putting the pupils first.		1 2
Ability to manage change effectively for the benefit of all pupils and staff.		1 2
Able to show resilience and work calmly when under pressure.		2 3
Able to be innovative and not afraid to take risks.		1 2
Reflective and willing to ask for advice and support, where necessary.		1 2
Awareness of the need for a work/life balance and reducing any unnecessary workload for others.		2 3



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