**Head teacher- Wolviston Primary**

**Application Pack**



Dear Applicant,

Thank you for taking the time to look through the following information about our Trust. We very much look forward to hearing from you as you progress your interest in the post to an application.

For more details please contact myself on 01642 646001 or via julia.armstrong@princeregenttrust.co.uk

Kind regards.



**Mrs Julia Armstrong**

**CEO**

**Contents**

1. Trust introduction and information
2. Wolviston Primary School information
3. Job role and description
4. Person specification

**About Prince Regent Street Trust**

The Trust was founded in 2018 and is made up of a group of three good and outstanding schools with a common purpose. The Prince Regent Trust is fundamentally one of sustainable school improvement. All three schools are good and outstanding, yet are very different in so many ways. We feel that having such a variety of different sizes and school make ups will enhance our capacity to support and develop other schools joining the Trust. We have a very successful primary ethos, which enables all children to maximise their potential. We strongly believe that every child has the right to the highest quality Education. Successful schools and their leaders hold the responsibility to work alongside other schools to support improvement. Leaders have a collective responsibility for improving the whole system for mutual benefit. The Prince Regent Trust is committed to highly effective working partnerships with school leaders, colleagues, parents and all other stakeholders.

**Trust Objectives, Strategies and Activities**

The principal objective and activity of the charitable company is the operation of Prince Regent Street Trust is to provide education for students of primary school age.

In accordance with the articles of association the charitable company has adopted a ‘Scheme of Government’ approved by the Secretary of State for Education. The Scheme of Government specified, amongst other things, the basis for admitting students to the academy trust, the catchment area from which the students are drawn, and that the curriculums should comply with the substance of the national curriculum.

The academy trust’s main objectives are encompassed in its improvement strategy and commitment which is outlined below including the end objectives and the strategies used to achieve them.

At the heart of our school improvement strategy is a commitment to working in partnership with all our schools, and to support all schools in being self-improving, and to achieve a school-led system in order to promote and secure:

* We have a proven track record of sustained school improvement
* At least good levels of achievement for all children with many children achieving outstanding outcomes
* High quality teaching
* Effective leadership and governance in all schools
* Access to high quality professional development for staff enabling sustained and continual improvement and developing a workforce in line with future succession planning needs and talent management policies
* Opportunities for the identification and dissemination of effective practice and engagement in research and development including teacher inquiry
* Safe schools with fair access
* Affordability and value for money



**About Wolviston Primary School**

Wolviston Primary School is an outstanding school based on The Green in the village of Wolviston.  This small school has a yearly intake of 15 children and 24 staff members with mixed year group classes.

The school prides itself on encouraging and celebrating a love of learning with high aspirations for each and every child.  The school motto, “Small school, big dreams,” reflects this ethos.

In addition to a balanced curriculum, pupils receive a broad range of rich and vibrant learning opportunities to ensure each child develops academically, emotionally, socially and physically. This is evident as in 2019 Wolviston Primary School was awarded the Sports and PE gold Mark, Rights Respecting School Award (RRSA) Gold award and Green Trees School Silver award.

**Head teacher – Wolviston Primary**



Prince Regent Street Trust wishes to appoint a Head teacher of Wolviston Primary School.

**Salary Scale**

L12-L18

**Contract Details**

Required for January 2021

**Disclosure**

The school is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to an enhanced DBS check.

We are able to offer you an exciting professional opportunity in a small popular village school which is supported by parents, governors and the local community.

**What are we looking for**

* Dynamic leadership to an outstanding school.
* A proven track record of successful whole school leadership and management.
* Expertise to continue to develop the highest standards of teaching and learning including SEN.
* A commitment to promote and develop the inclusive ethos and values of the school and to continue to develop strong partnerships with parents, governors and the community.
* Skills, vision and the determination to maintain the Outstanding provision.
* A proven and demonstrable communication skills and experience of governance.

The trust is growing and cooperation with leaders from other school will be an essential part of the role. You will be willing to share ideas with others as well as learn from them.

**JOB DESCRIPTION**

***Status of Post***

This is a senior post within the Trust’s staffing structure, which carries with it membership of the Leadership Group. This post holder is accountable to the CEO/Board of Trustees. The post will require you to work in partnership with the Head teachers across the Trust, the Trust Board, LGBs and the Central Executive Team to ensure the continuous improvement of the schools within the Trust.

***Main purpose of the job***

* Carry out the duties of this post in line with the remit outlined in the current *School Teachers’ Pay and Conditions Document* including the conditions of employment for Head Teacherand the Trust’s own policy
* In line with Trust policies and practices the role includes-
* Strategic leadership and management
* Leadership and management of pupils’ attainment and progress
* Leadership and management of staff
* Leadership and management of the curriculum
* Leadership of learning and teaching
* Take responsibility for promoting and safeguarding the welfare of children and young people within the specific phase
* Act as an advocate for Prince Regent Street Academy Trust

**Key tasks**

***Shaping the Future***

* Support the CEO, Trust Board and Executive Leadership Team in promoting and developing a vision for the future of the Trust; demonstrating inspirational leadership and creativity
* Play a role in the school improvement planning process,
* Exemplify the application of agreed policies, priorities and expectations, so as to set an outstanding example to other colleagues
* Develop and enhance a culture of team work, in which views of members of the school communities are valued and taken into account

***As a school improvement lead***

* Play a key role in the monitoring of pupil and staff performance
* Take an active part in school self-evaluation, contribute to the writing and reviewing of the schools SEFs and the implementation of the Securing Improvement Plans.
* Lead key areas of the Securing Improvement Plan.

***As a member of the Executive Leadership Team***

* Maintain a high profile as an example of best and leading practice. Bringing out the potential for leadership in others, stimulating colleagues with a positive, active and supportive attitude.
* To challenge and support all others in developing professionally both formally and informally.
* To work alongside the CEO and Executive Leadership Team to use a range of data sources to set realistic yet challenging targets for pupils within each school.
* Present an accurate and coherent account of the Schools’ performance to a range of audiences.
* Develop positive working relationships with pupils, staff, parents and governors, and be prepared to give feedback about their views and needs to the Executive Team.

***Leading Learning and Teaching***

* Support in the development of an environment that promotes and secures great teaching, effective learning, high standards of achievement and good behaviour.
* Determine, organise, implement and monitor the curriculum and its assessment and ensure that statutory requirements are met.
* Ensure that pupils develop effective study skills and positive attitudes in order to learn more effectively and with increasing independence.
* Determine and implement policies that support and promote excellent outcomes of children.
* Monitor and evaluate the quality of teaching and learning and standards of achievement of all pupils in the Trust’s schools through appropriate methods.
* Develop and maintain effective links with the community, including business and industry, to extend the curriculum and enhance teaching and learning.
* Share responsibility for the analysis of performance data, to ensure priorities are appropriate and improvement in standards is promoted.
* Coach and develop staff to maximise impact on effective teaching and learning.

***Developing self and managing others***

* Contribute to the creation of a positive Trust ethos, in which every individual is treated with dignity and respect and promote safeguarding to ensure the welfare of children and young people is paramount.
* Make a distinctive contribution to the wider school team and continued development of the Trust’s schools
* Contribute to the development of collaborative approaches to learning within the Trust.
* Monitor the effectiveness of colleagues’ teaching and wider professional impact
* Lead, manage and organise meetings as appropriate in support of the Trust’s aims.
* Set high expectations for your own performance and that of others.
* Engage in relevant professional development activity as necessary.

Person Specification

**Head teacher – Wolviston Primary**

| **Category** | **Essential** | **Desirable** | **Identified** |
| --- | --- | --- | --- |
| **Application** | * Fully supported in references
* Well-structured application indicating a detailed understanding of the important educational issues and style of management
 | * Knowledge and understanding of current issues and their relevance for this school
 | Application/references |
| **Qualification** | * Qualified Teacher Status
* Degree
* NPQH
* Additional leadership qualifications –SEND/ Safeguarding
 |  | Application |
| **Experience** | * Ability to communicate and relate to all members of the school’s community
* Curriculum management – planning, teaching and assessment
* Experience as a Primary School Senior Leader
* Experience of successfully leading and motivating a team in school
* Experience of the successful management of change which has resulted in raising standards
* Experience of developing, leading, planning for and managing staff with due regard to current Teaching Standards
* Experience of relating performance management to staff professional development
* Experience of curriculum development and of monitoring the impact of the curriculum on pupil achievement
* Experience of the development and implementation of best practice safeguarding procedures.
* Experience of contributing to the school’s self-evaluation cycle
 | * Experience of working across the primary age range
* Experience of statutory assessment requirements
 | Application / interview |
| **Professional Development** | * Evidence of relevant CPD including relating to leadership and management within the last 2 years
 |  | Application |
| **Skills and Knowledge** | * Understand the challenges of leading a fully inclusive school
* Demonstrate good inter-personal skills and an approachable style of leadership
* Skills in motivating staff to achieve outstanding standards
* Ability to communicate effectively
* Ability to build on current achievements and continue to raise standards
* Ability to develop a clear vision for the school and inspire and motivate the engagement of others
* Ability to lead and work as part of a caring team
* Have a clear understanding of the needs of primary age children including those with additional needs
* Have a clear understanding of the current Ofsted Inspection framework
 |  | Application / reference / interview |
| **Personal Attributes** | * Ability to develop the children spiritually, morally, socially and culturally whilst supporting a broad, creative and inclusive curriculum
* Appreciation of the importance of exploration and development of effective and innovative approaches to school improvement
* Ability to build and sustain effective working relationships and partnerships with staff, governors, board members, parents/carers and the wider community and demonstrate enthusiasm and sensitivity while working with others
* Ability to work in partnership with schools, key agencies and organisations
 |  | Application / reference / interview |

**Closing Date: Friday 2nd October 2020**

**Shortlisting: Thursday 8nd October 2020**

**Interviews: 13-14th October 2020**

Visits to the school are welcomed. Please contact Anne Robinson, Administrator, on 01740 644374 to make an appointment. For an informal discussion please contact Julia Armstrong CEO (07976 801119)

**Wolviston Primary School**, The Green, Wolviston, Billingham, Stockton-on-Tees, TS22 5LN Tel: 01740 644374

Website www.wolviston.org.uk