

Headteacher information pack



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Letter from the Chair of Governors

Dear Applicant

Thank you for your interest in our advertisement.

I hope you will find the content of this information pack helpful, and that it furthers your interest in this opportunity at our wonderful school. If you go to the 'What we like about our school' pages, you will see why we (and the children!) think we really are a very special school, with just a few examples of what our delightful pupils have achieved.

To give you a chance to see our school for yourself, we would very much like to welcome you to visit us and meet some of the children and staff; please contact the school office if you would like to arrange this.

St Georges Church School joined the Bath & Wells Multi Academy Trust (BWMAT) on 1 September 2016. This is an exciting time for the school, and our new headteacher will play a pivotal role in helping our smooth integration and collaborative working within the BWMAT.

Our governing body is seeking to appoint a headteacher who will build on current good practice, while leading and developing our enthusiastic staff team. On taking up the post, the new head will work closely with the governing body, officers from the BWMAT and school staff to secure recent progress and to sustain achievement and attainment in Key Stage 2, while retaining a clear focus on the development of the whole child and upholding our distinctive Christian ethos.

We are very much looking forward to working with the new headteacher, and to forging a positive and enjoyable working relationship.

Being part of the BWMAT will also provide our new headteacher with a very supportive local network, as St Georges is one of seven schools that currently make up the BWMAT North Somerset hub. Schools work collaboratively within their hubs for locally identified and driven professional development and collaborative school improvement.

The BWMAT also opens up opportunities for potential career development; in the future, headteachers from North Somerset hub schools will be invited to apply for the additional role of hub lead for the North Somerset hub.

I would like to thank you again for your interest in this post, and I look forward to receiving your application.

Yours faithfully

Lyndsay Markham
Chair of Governors
St Georges Church School

Important information

School visits:

We warmly welcome potential applicants to visit the school. To arrange a visit, please contact Donna Brewer (Business Manager) by email (office@stgeorgesbwmat.org).

Closing date for applications:

12 noon on Thursday 5 January 2017

Please return your online application form and accompanying letter to Donna Brewer (Business Manager) at the school (office@stgeorgesbwmat.org). When writing your letter of application, please include your reasons for applying for the headship of this school and the experience and skills that would equip you for this role. Your letter should be no more than two pages in length.

Shortlisting of candidates:

Thursday 12 January 2017

If you are shortlisted, we will notify you by 9am on Friday 13 January and your referees will then be sent a reference request.

Selection process:

Wednesday 25 January 2017 (Day 1)

Thursday 26 January 2017 (Day 2)

If you are shortlisted at the end of Day 1, you will be invited to attend an interview on Day 2.

Employer:

This appointment will be under the Bath & Wells Multi Academy Trust as the overarching employer.

Safeguarding:

The school is committed to safeguarding and promoting the welfare of children, and expects all staff and volunteers to share this commitment. All posts are subject to satisfactory references and an enhanced DBS check.

School contact details:

St Georges Church School
Pastures Avenue
St Georges
Weston-super-Mare
BS22 7SA
Tel: 01934 426901 / Fax: 01934 426876
Email: office@stgeorgesbwmat.org

Website:

www.stgeorgeschurchschool.co.uk

What we like about our school...

This is what the children say about St Georges:

Year 6

- ☺ "The school of my dreams."
- ☺ "There's something for everyone."
- ☺ "All the sports."



Reception

- ☺ "I like doing fun things."
- ☺ "I like my teacher."
- ☺ "Our dinosaur!"

Year 5

- ☺ "The teachers are really helpful."
- ☺ "Teachers give us respect and tell us all the things we need to know."
- ☺ "In our feedback in our books, our teachers give us comments to encourage us."
- ☺ "The different play equipment outside for the different ages."
- ☺ "We have a nice uniform."
- ☺ "We can play football and netball at lunchtimes."

Year 4

- ☺ "It's a church school and we think about God and Jesus."
- ☺ "Lots of activities like sports day and charity days when we can raise money to help other children."
- ☺ "Our Mutende link."
- ☺ "We worship together."

Year 3

- ☺ "If I didn't come to this school I wouldn't know as much as I do, and the learning is fun."
- ☺ "All our friends."
- ☺ "The lovely teachers."
- ☺ "Everything!"
- ☺ "This school is very special and I will never forget it as long as I live. We do things together and no-one is left out."

Year 2

- ☺ "We're all kind to each other."
- ☺ "We play together."
- ☺ "It's a church school."
- ☺ "We love pond-dipping in our pond."
- ☺ "We've got a really good headteacher."
- ☺ "We pray to God."

Year 1

- ☺ "We love our teacher."
- ☺ "It's clean and shiny."
- ☺ "There's always lots to do."

What we like about our school...

Our pupils leap at every opportunity to play an active part in school life and school decisions, whether through the school council, the eco council or the online safety committee. They



The school council officially opens our new play equipment for KS2 pupils (above), and members of our worship group lead the whole school in the daily act of worship (right).

also participate enthusiastically in our daily worship, and more than 90 children volunteered to join the worship group and take turns in leading worship themselves.



the Mathletics app at home and at school, and they are proud to collect their Mathletics certificates at our special celebration worship each week, when the whole school can celebrate individual achievements inside and outside school.

Year 2 experiences a day in the life of a Victorian pupil (above), and Year 5 gets into the spirit of a Viking invasion (right).

The children are equally enthusiastic about special events within the school curriculum. They thoroughly enjoyed our 'Story Stew' workshops with author Mary Evans, as well as special class days when they can come into school dressed as Victorians, Ancient Egyptians or Ancient Greeks, or can recreate a Viking invasion, vividly bringing the curriculum to life. Pupils also have lots of fun 'playing' on



Children enjoy using our on-site pond area (left) and its 'mini-beast hotel' to investigate different habitats. The information boards around the pond contribute to science and geography lessons, while the area is also a useful stimulus for writing and art.

At the start of Year 3, we hold a very popular series of weekly sessions (right) to help the children and their families make the transition to KS2.



Pupils are always eager to help those less fortunate than themselves. The school has links with the Mutende Project, and children in each class regularly pray for their class partner in Zambia. We also have connections with churches in Albania, and at Christmas the children and their families enjoy putting



together gifts for Albanian children through the WEBox Appeal. They are also keen to engage in national charitable or local community events together, raising funds for good causes such as the Lighthouse Project, Bristol Children's Hospital, the Wallace & Gromit Grand Appeal and Children in Need. Last year we enjoyed a visit from the Great Western Air Ambulance (left), in thanks for the money our pupils raised for the charity.

We have a lively music, drama and dance scene. All children take part in either the EYFS and KS1 nativity play or the KS2 carol concert. Members of our KS1 dance club are among the youngest participants in the North Somerset Dance Festival each year, and their fantastic performances invariably receive a rapturous response. In KS2 many of our pupils join the school choir or orchestra and enjoy taking part in our annual spring concert. And at the end of each school year, our Year 6 class always treats us to a memorable stage production before they leave us.



Children in EYFS and KS1 enjoy their nativity play.



Backstage at the Weston Playhouse theatre, our KS1 dance club prepares for the North Somerset Dance Festival.



Year 6 wowed us with their performance of 'The Jungle Book'.

Our sports teams take part in a wide range of competitive events with local schools and always acquit themselves well, demonstrating excellent sporting behaviour even on the occasions when they don't win! All of our pupils delighted in their special FA coaching session with former members of the England football team on St George's Day last year (right). The children and their families also enjoy our annual sports day, when pupils compete in fun events within teams based on different Olympic countries.



Finally – and most importantly – our pupils are proud to be part of St Georges Church School, and we are proud of them.



'Celebrating life and learning together'



Our ethos

St Georges Church School is a Christian learning environment at the heart of its community. We promote care, respect and responsibility, and we expect high standards in all aspects of school life.

The Christian ethos is at the heart of everything that our school seeks to do and achieve. By Christian ethos, we mean the values of faith such as honesty, generosity, selflessness, forgiveness, reconciliation, care and respect for others. These will find full expression in the life of the school, where every individual is cared for and valued.

Our school's ecumenical Christian foundation is supported by the Church of England, Baptist and Methodist churches. There is a daily act of collective worship, where pupils and staff come together to share time for reflection.

Our values

St Georges Church School is an inclusive primary school, designed to meet the educational needs of today's children. The school welcomes equally pupils with a Christian faith, pupils with other faiths and pupils with no faith.

We cater for children of all abilities by offering a broad and distinctive curriculum in an inspiring learning environment, with facilities designed to give children the best chance of realising their full potential.

We believe that education is holistic and should nurture the social, personal, mental, cultural, physical, emotional and spiritual development of each child. We have a first-class team of dedicated, professional staff to ensure that every child has the opportunity to reach their full potential in all areas. And we have a state-of-the-art building with exciting facilities to deliver our innovative curriculum.

We build a partnership between children, parents, staff, governors, churches and the community as a whole, and we also share expertise and facilities with other schools within the MAT and with the wider community.

We believe in learning for life, and St Georges will provide pupils with the best start possible. We will provide a rich and stimulating curriculum and environment, where learning is fun so that all individuals can achieve their God-given potential.

Our school prayer

Almighty God

We give thanks for St Georges

For us it is a special place

Let the joy of friendship bless us all and
strengthen our school family

Be with us in our learning,
in our laughter and in our tears

Guide us in our journey together

And help us always to live with
confidence and trust in you

We ask this through Jesus Christ,
our Lord

Amen

About the Bath & Wells Multi Academy Trust

The family of schools within the Bath & Wells Multi Academy Trust has been growing since 2012 and stretches across the area of the Diocese of Bath & Wells, from Nailsea to Wincanton and from Shepton Mallet to Taunton.

Our primary schools come in all sizes and serve both rural and urban communities, but we are all bound together with a common ethos and determination to provide the best possible learning opportunities for our children.

Each school within the MAT is unique and distinctive and we are committed to celebrating the local context and purpose of each school. Our vision is for all of our schools to become highly successful and meet the needs of the community in which they serve, and for all of our schools to become something in which children, parents, staff and the community can take pride.

The purpose of the MAT is to secure the rapid and sustained improvement of all of its academies. The MAT enables and encourages schools to work together, share expertise and maximise resources. We strive for a family of Bath & Wells academies that offer a great learning experience for every child.

We seek to ensure the best possible educational outcome for every child. We believe that every child has the right to a good education and this will be achieved within a distinctively Christian context, valuing each child as an individual. For more information about the MAT please visit <http://bathwellsmat.org/ethos-and-values>

Person specification

	Essential	Desirable
Training and qualifications	<p>Qualified teacher status.</p> <p>Recent safeguarding training.</p>	<p>NPQH.</p> <p>Diocesan pre-headship training.</p>
Experience	<p>Recent experience in senior leadership within a school.</p> <p>Experience in teaching Foundation/KS1/KS2.</p> <p>Evidence of continuous professional development.</p> <p>Experience in translating local and national policy into school context.</p> <p>Experience in ensuring ambitious standards for all pupils.</p> <p>Experience in managing others and holding staff to account.</p> <p>Experience in creating, developing and implementing efficient systems, policies and processes.</p> <p>Experience in developing rigorous systems for measuring and managing performance.</p> <p>Experience in developing good working relationships with all stakeholders.</p> <p>Proven track record of successful collaborative and inspirational leadership, and delivery of learning.</p> <p>Experience in analysing performance data and target setting.</p> <p>Experience in monitoring and improving the quality of teaching and learning.</p> <p>Experience in creating, retaining and deploying effective staffing structures.</p> <p>Experience in motivating, challenging, inspiring and empowering teams and individuals to achieve high performance.</p> <p>Experience in ensuring a collaborative approach where staff views are shared in bringing about improvement.</p>	<p>Experience of working in more than one other school.</p> <p>Experience in managing a variety of curriculum areas.</p> <p>Substantial leadership experience in more than one setting.</p> <p>Experience in contributing to collaborative activities with partner schools.</p>

Knowledge and understanding	<p>Knowledge of effective primary practices and effective assessment tools.</p> <p>Knowledge of effective school governance and ability to effectively support the school's local governing body.</p> <p>Knowledge of best practice/entrepreneurial approaches to school improvement, leadership and governance.</p> <p>Up-to-date knowledge of education, pedagogy, effective classroom management strategies, OFSTED requirements and school systems locally, nationally and globally.</p>	<p>Understanding of community-based learning.</p>
Skills and abilities	<p>Ability to instil a strong sense of accountability in staff.</p> <p>Ability to articulate clear values and moral purpose.</p> <p>Ability to lead by example, with integrity, creativity, resilience and clarity.</p> <p>Ability to work with political and financial astuteness, with clear principles centred on the school's vision.</p> <p>Ability to compellingly communicate the school's vision and drive the strategic leadership, with proven ability of implementing strategies.</p> <p>Ability to secure excellent teaching through an analytical understanding and knowledge of the core features of a successful classroom.</p> <p>Ability to establish an 'open classroom' culture and sharing of best practice.</p> <p>Skilled in creating an environment where staff and pupils are motivated, supported and able to develop.</p> <p>Ability to support the development and training of staff.</p> <p>Ability to oversee and ensure a safe and well-ordered environment, ensuring excellent safeguarding practices.</p> <p>Ability to effectively exercise curriculum-led financial planning.</p> <p>Ability to work with other schools and organisations, championing best practice.</p> <p>Ability to effectively challenge, inspire and influence others, where appropriate.</p> <p>Ability to manage own workload and that of others.</p> <p>Ability to enthusiastically sustain and lead the Christian ethos of the school.</p> <p>Ability to lead, manage and successfully implement change.</p>	

	<p>Excellent organisational skills.</p> <p>Excellent problem-solving skills.</p>	
Qualities and characteristics	<p>Committed to providing world-class education for pupils.</p> <p>Optimistic behaviours and attitudes.</p> <p>Enthusiastic about the creative curriculum.</p> <p>Reflective and self-critical.</p> <p>Excellent interpersonal and communication skills at all levels.</p> <p>Caring and respectful.</p> <p>Able to provide genuine spiritual leadership within the Christian ethos of the school.</p> <p>Committed to supporting the aims of the wider MAT.</p> <p>Enthusiastic about participating in collaborative activities with other schools across the Bath & Wells Multi Academy Trust.</p>	

Job description

Post:	Headteacher
School:	St Georges Church School
Responsible to:	The Local Governing Board and Bath & Wells Multi Academy Trust (MAT)

Overriding Requirements

The Headteacher shall carry out his/her professional duties in accordance with the most up-to-date School Teachers' Pay and Conditions Document (STPCD), National Standards of Excellence for Headteachers and the Burgundy Book, as amended or modified by the Bath & Wells Multi Academy Trust (hereafter referred to as the MAT).

Job Purpose

The core purpose of the Headteacher is to provide professional leadership and management for the school.

With the Local Governing Board and the MAT Executive Leadership Team, the Headteacher provides vision, leadership and direction for the school and ensures that it is managed and organised to meet its aims and targets. The Headteacher also seeks to secure the commitment of the wider community to the school by developing and maintaining appropriate networks and relationships and, in particular, those that promote the school's Christian ethos.

The Headteacher is accountable to the Local Governing Board and MAT Executive Leadership Team for ensuring the educational success of the school within the overall framework of the MAT strategic plan, as well as the individual school strategic plans. They are responsible for the quality of teaching and learning, the internal organisation, the management of the school, and for leading and managing staff. They should create a culture of constant improvement and be an inspirational leader, committed to the highest achievement for all in all areas of the school's work.

Key Relationships

The Headteacher will establish and maintain effective working relationships with:

- The MAT's Executive Leadership and Central Team
- The school's Local Governing Board
- The MAT's Board of Directors
- The Diocese of Bath and Wells
- The Headteachers of local secondary schools
- The Headteachers of local primary and special schools, particularly those primary schools that are members of the MAT
- Early Years providers
- Other services and agencies for children, including social care, health care and the police.

Key Responsibilities and Accountabilities

The following duties are to be carried out in consultation with, as appropriate, the Local Governing Board, the MAT's Board of Directors, the MAT Executive Leadership Team and Central Team, the Diocese of Bath and Wells Officers, the staff and parents.

A. Strategic Direction and Development

1. Develop a strategic view for the school within its church community, identifying and determining its philosophy, overall aims and targets.
2. Create and develop a strategic plan for the school, which is underpinned by sound financial planning and management, identifies priorities and targets aimed at raising achievement and is critical to sustaining school improvement.
3. Consult, develop, implement, monitor, review and evaluate policies for the delivery of the overall aims and objectives, ensuring that these take account of national and global trends, local and school data, and inspection and research findings.
4. Create an ethos which provides a collaborative educational vision of excellence and direction which secures effective teaching and successful learning and achievement for pupils, including sustained improvement in their spiritual, moral, cultural, mental and physical development.
5. Ensure the commitment of all those involved in the school to its vision, aims and objectives.
6. Ensure that the management and organisation of the school supports its vision, aims and objectives.

B. Learning and Teaching

1. Determine, organise and implement a diverse, flexible and appropriate curriculum for the school, and implement an effective assessment framework.
2. Create and maintain an environment and code of behaviour which promotes and secures good teaching, effective learning, high standards of achievement, good behaviour and discipline.
3. Secure and sustain effective teaching and learning throughout the school by monitoring and evaluating the standards of learning and teaching, ensuring that appropriate standards of professional performance are established and maintained and that underperformance at all levels is challenged and addressed.
4. Assess, monitor and evaluate the curriculum in order to identify and act upon areas for improvement and to develop a personalised learning culture within the school which promotes independent learning.

5. Produce and revise, as appropriate, a School Development Plan (SDP) relevant to the needs of the school and the development of the pupils, and within the potential resources available to the school.
6. Monitor and evaluate the quality of learning and teaching in the school, including those pupils with special educational needs, using data to support and implement strategies for ensuring inclusion, diversity and access.
7. Develop and maintain effective partnerships with parents, carers, the community, other schools, clergy and the local worshipping communities. Extend pupils' learning experiences, their achievement and personal development, by creating effective links with business and industry, and promote outdoor learning through trips, residential visits and related opportunities.
8. Participate, to such an extent as may be appropriate, and in consultation with the MAT Executive Leadership Team and the school's Local Governing Board, in the teaching of pupils in the school, including the provision of cover for absent teachers.

C. Leading, Managing and Deploying Staff

1. In consultation with the Local Governing Board and the MAT Executive Leadership Team, take the lead role in the selection and recruitment of the teaching and support staff in seeking to ensure that the best available people are appointed.
2. Manage the arrangements for the deployment and effective allocation of work to and supervision of all teaching and support staff in the school, to maximise their skills and contribution to the improvement of the quality of the education provided and the standards achieved.
3. In accordance with MAT policies, implement and sustain effective systems for the management and induction of staff performance, participating in arrangements for the appraisal of his/her own performance and the appraisal and performance management of teaching and support staff as appropriate.
4. Lead professional development of the staff by example, ensuring that all staff have access to advice, training and development opportunities appropriate to their needs, including needs identified through performance management systems in accordance with the policies of the Local Governing Board, the School Development Plan and the MAT, as appropriate.
5. Ensure that teachers at the school receive information they need in order to carry out their professional duties.
6. Ensure that professional duties and conditions of employment as set out in local and national conditions of service, as modified by the MAT, for headteachers, teachers and support staff are fulfilled.

7. Develop and maintain a decision-making structure, providing opportunities for staff participation, and establish channels of communication including the use of formal procedures to solve problems and resolve conflict.
8. Foster and maintain relationships with organisations representing teachers and support staff.

D. Deployment of Resources

1. In consultation with the Local Governing Board and MAT Executive Leadership Team/Officers, set appropriate priorities for expenditure, allocate funds and ensure effective administration and management of all resources including staff.
2. Ensure the sound financial management of the school in accordance with MAT requirements and any overarching regulations.
3. Make arrangements for the security and effective supervision of the school buildings and their contents and of the school grounds, ensuring that such resources are managed to meet the needs of the curriculum and to comply with all relevant Health and Safety Regulations.
4. Manage, monitor and review the range, quality, quantity and use of all available resources in order to improve the quality of education, improve pupils' achievements, ensure efficiency and secure value for money.

E. Accountability

1. Be accountable for the efficiency and effectiveness of the school to the Local Governing Board, MAT, and the Diocese of Bath and Wells.
2. Fulfil the tenets of the Trust Deed.
3. Foster and maintain good community relations by implementing Diocesan policy and liaising with Diocesan officers.
4. Comply appropriately with the requirements of the Local Governing Board and the MAT in respect of the strategic management and direction of the school.
5. Present a coherent, understandable and accurate account of the school's performance in a form appropriate to a range of audiences, including directors, governors, parents and carers, maintaining and providing adequate and appropriate records, statistical data and returns.

F. Supporting the work of the MAT

1. Develop and maintain the Christian ethos of the academy so that it is intrinsic and permeates all aspects of the academy's life and curriculum.
2. Embody the Christian ethos in all aspects of academy life.

3. Develop strong working relationships with MAT colleagues and contribute to collaborative working across schools.
4. Participate in MAT activities in order to share best practice, contribute to the development of MAT strategies and policies, and promote the school and the MAT in a local and national context.