

DERBY HIGH
SCHOOL

ESTABLISHED 1892

HEADTEACHER APPLICATION PACK

OCTOBER 2017

Welcome

Thank you for your interest in our school. We are looking for a leader with a passion for achieving the best outcomes for all our children and young people and a commitment to bringing out the best in every member of the staff team, whatever their role. We hope the information provided here gives you an insight into our core aims and values and encourages you to consider making an application.

About our school

Derby High is an independent GSA day school, which caters for the 3-18 age range, and is made up of a Primary and a Senior School, housed in three main buildings. We enjoy an excellent reputation in the local area, owing to our combination of excellent academic results, a wide range of extra-curricular activities, excellent pastoral care and the high moral, social and cultural standards, which are an important feature of our school. Our pupils are drawn from diverse backgrounds and the school population is multi-ethnic, reflecting the cultural diversity of Derby. Our strong Christian ethos ensures a warm welcome and a friendly atmosphere.

You will find us situated on the outskirts of Derby in the popular residential area of Littleover, some three quarters of a mile from Derby Grammar School - an independent boys' school with whom we have some joint ventures. Many parents have children at both Derby High School and Derby Grammar School but in all other respects we are completely independent of each other.

The site and the buildings are attractive and well-maintained. Recent developments include a purpose-built Infant and Nursery facility, a refurbished physics lab, significant investment in the dining and kitchen facilities and enhanced technical equipment for school shows.



Our ethos and aims

The successful candidate for the post will be expected to be in sympathy with our strong Christian ethos.

Derby High School was founded in the Anglican tradition and the school's ethos, therefore, is firmly rooted in Christian values.

We aim:

- for excellence for all pupils in every aspect of their academic studies and non-academic pursuits;
- to provide a happy and stable environment based on Christian values;
- to nurture the intellectual, physical, emotional and spiritual development of pupils so that they become responsible, well-rounded and confident adults.

To achieve this, as a school community we:

- treat each other with respect, tolerance and courtesy;
- provide a stimulating working environment and collectively work to maintain it;
- expect the highest standards of self-discipline, conduct and performance;
- encourage a sense of self-worth; recognising the strengths and achievements of all pupils;
- encourage an awareness of the world beyond the school;
- inter-act constructively with parents and the local community.



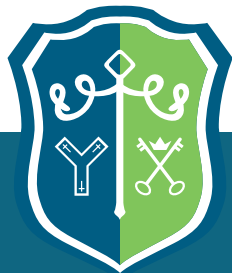


Our Primary School

Our Primary School caters for girls and boys aged 3-11 currently numbering around 230 children. The new Infant and Nursery facility for our youngest pupils was opened in January 2016 and includes a separate assembly hall and specialist music room. The new outdoor area for the younger children allows for free flow from the classrooms and has significantly enhanced the teaching and learning in the EYFS. Our Junior School is housed in a separate building, with its own assembly hall and dining facilities, which are shared across the Primary School. Specialist teachers for science, music, French, P.E. and cookery, work alongside our classroom teachers to ensure the children are well-prepared for Senior School. Our children are regularly working a year ahead of their peers in other local schools, both state and independent. The vibrant classrooms are complemented with additional outdoor facilities for the Primary children on the main school field, including a trim trail, forest school and a nature area with pond.

Our most recent ISI inspection (November 2015) reflects the excellent practice throughout the Primary. The full report can be viewed on the school's website. A wide range of extra-curricular opportunities for all ages, adds to the exciting learning environment created by an outstanding teaching team.

Senior students engage with the younger children through different projects as the year progresses, offering them valuable leadership experience too.



Our Senior School

Our Senior School covers the 11-18 age range and is for girls only. There are currently around 320 students, of whom approximately 75 are in the Sixth Form. We have traditional standards as far as discipline, courtesy and good manners are concerned but the emphasis is very much on self-discipline by the students rather than discipline imposed by the staff.

Currently, the majority of the girls entering Year 7 come through our own Junior School with the remainder joining us from a range of Junior Schools in Derby and the surrounding area. We have a two-form entry of 48 students into Year 7 and we also take girls into other year groups, assuming places are available and they perform satisfactorily on test papers. All students take tests in Maths, English and non-verbal reasoning on entry to Year 7, with additional papers in the years above as appropriate. Acceptance into the Senior School is dependent on a satisfactory performance across these tests and a short interview. Academic, art & design, music, drama and sport scholarships are offered in Year 7 and in the Sixth Form, when we also offer individual subject and all-rounder scholarships. We have our own bursary scheme, offering assisted places to those who may require support to access the education we offer.

Our most recent inspection reflects our happy and high performing school, offering a wide range of activities, excellent pastoral care and strong personal development of its students in addition to excellent academic results. As experts in girls' education, we are able to tailor our teaching and learning in the Senior School to ensure every girl develops her skills, both in and out of the classroom, to become a future leader in her chosen field.



Extra-curricular activities

Extra-curricular activities are very popular across the school and result in outstanding drama productions each year, regular music concerts of an exceptionally high standard and opportunities to engage in sporting activities at every level of ability. In addition, the school has a strong tradition of trips at home and abroad, including residential activities for Year 3 and above, as well as a very high uptake of the Duke of Edinburgh Scheme and enrichment opportunities such as Young Enterprise and the Extended Project Qualification in the Sixth Form. The successful candidate will be keen to support staff and students in their many endeavours. We are a very busy school with high standards but we have a lot of fun!



Facilities

Both schools have specialist teaching rooms, which are well decorated, have ample storage space and are equipped with SmartBoards. The Devonshire Room in the music department offers a useful teaching space for some drama lessons and a smaller performance area for examination drama groups. Our art gallery exhibits students' work all year round and our sporting facilities encourage our students' interests in a wide range of sports. Our vibrant Learning Resource Centre supports the development of reading and research skills at all levels of the school. Our purpose-built Sports Hall, which includes a small gym, is complemented by the well-maintained outdoor courts and athletics field.



The post

This exciting opportunity arises on the retirement of the current Headteacher, Mrs Denise Gould, after six years of outstanding service. Our new Head will lead the School through the next period of its development, building on our 125 year history and promoting the ethos and profile of the School. He or she will lead with passion, vision and energy, and continue to develop the quality of the academic, pastoral and co- curricular provision to enable all our pupils to thrive. A collaborative and forward- looking approach and a strong commitment to the value of girls-only education are essential.

The Head is accountable to Governing Board of Derby High School for the successful leadership and management of the School. The Head will be expected to build and motivate high performing staff teams across the School, and will be responsible for the School's performance and its future direction in line with the Strategic Development Plan agreed with the Governing Board.

Salary and professional support

Derby High has its own competitive salary scale. The starting salary will reflect the successful candidate's experience and qualifications.

Private medical insurance is included in the package. The school pays into the Teachers' Pension Scheme.

The Head is a member of the GSA, who support with a mentoring scheme and provide an additional professional and social network of support. Membership of the ASCL is also expected.



Job description

Post Title: **Headteacher**

Responsible to: **Chair of Governors**

Summary of Key Accountabilities

- Provide effective, inspirational and visionary leadership to the whole school community
- Lead the continuous development of teaching, learning & curriculum excellence
- Lead the effective strategic and efficient operational management of school resources, including the staff team
- Lead in providing effective wellbeing, safety and safeguarding arrangements or the whole school community
- Create and maintain an effective partnership with the Governing Body

Leadership & Management

- Provide inspirational leadership to current and prospective pupils of the school and their parents
- Lead the development of the school strategy and development plan in line with the school's vision
- Be responsible for the implementation and review of the development plan
- Be responsible for ensuring the development, review and maintenance of an appropriate policy and procedure framework for the school
- Recruit, retain, develop and motivate a high calibre staff team enabling them to achieve the highest professional standards
- Provide leadership of the school's external relationships with the local and wider community and other organisations
- Demonstrate, promote and develop excellent management practice in all areas, including effective communication
- Develop, review and maintain a financial strategy for the school, working closely with the Bursar, in line with the agreed financial framework to ensure school resources are sustainable, support growth & development and are used to greatest effect
- Ensure that the school meets all relevant statutory and regulatory responsibilities and requirements



Job description continued...

Academic Leadership

- Promote and demonstrate the highest possible standards of teaching and learning and innovative practice
- Lead in the design and continuous development of the school curriculum, ensuring it engages all pupils and responds to changes in education and technology.
- Monitor and evaluate practice to promote improvement and outstanding standards of learning and teaching that support excellent achievement in all aspects of school life.
- Challenge and remedy underperformance for all staff and pupils in a timely and supportive manner.
- Ensure that effective methods of tracking and reporting are in place and that the resulting data is used effectively to support development and achievement.

Pastoral Leadership

- Ensure all pupils and staff are treated as individuals and that their personal beliefs are respected
- Encourage a happy and healthy atmosphere in the school and lead by example in this respect
- Act as Safeguarding and Child Protection Officer for the whole school
- Encourage, develop and participate in the extra-curricular life of the school

Governing Body

- Develop and maintain an effective working partnership with the Governing Body to share the vision, values and ethos of the school
- Advise and report to the Governing Body as required and appropriate
- Ensure that all responsibilities delegated by the Governing Body are carried out efficiently and effectively
- Engage with the Chair of Governors to appraise own performance to support continuous personal, professional and school development.
- Support the Bursar in her role as Clerk to the Governing Body

Other

- Undertake any other duties as may be required for the effective running of the school.



Person specification

Qualifications

Experience

Knowledge, skills and abilities

Essential

- Good Honours degree with QTS
- Strong record of continuing professional development
- A track record of success at senior leadership level in a UK school
- Experience of transforming learning outcomes for pupils and supporting excellent academic achievement
- Active involvement in curriculum innovation and rigorous assessment strategy
- Successful delivery of quality assurance and performance management systems
- Successful participation in external inspection and the associated process
- Knowledge and understanding of strategies to raise and maintain attainment
- A personal commitment to quality and excellence in learning and teaching
- Awareness and understanding of changes to national education policy
- Ability to manage strategic and operational plans and change in a learning community
- Evidence of creative and innovative development including the strategic use of ICT in a school
- Excellent teaching skills

Desirable

- Qualification related to Headship
- Evidence of further relevant professional study
- Experience of cross phase collaboration
- Experience of implementing a successful financial strategy
- Experience of data analysis at leadership level
- Active community engagement and enterprise
- Evidence of excellent partnership work with governors, parents, pupils and the wider community
- Experience of leading cultural change
- Understanding of school cultures in the independent sector
- Literacy in current learning technologies and communications



Person specification continued...

Personal attributes

Essential

- Excellent communication and interpersonal skills, demonstrating sound judgement and high degree of emotional intelligence
- Commitment to continuous improvement
- Dynamic leadership, drive, commitment and enthusiasm
- Resilience, determination and professional integrity
- Decisiveness, positivity and creativity
- Commitment to effective equal opportunities and inclusive practices
- Commitment to the value of girls only secondary education

Desirable

- It is desirable, but not essential, that the successful applicant is baptised, confirmed in and is a practising member of the Church of England



Application procedure

Applicants are asked to complete the enclosed application form and return it with a supporting letter **on no more than 2 sides of A4**. The school has rigorous safeguarding and child protection procedures in place and the person appointed will be asked to supply information confirming identity and qualifications and will be subject to an enhanced DBS/prohibition check/Section 128 check. The person appointed must be committed to promoting and safeguarding the welfare of pupils at school. Only applicants who fully complete the school's application form will be considered. A CV on its own is not acceptable. All referees will be contacted both in writing and by telephone. **The closing date for applications is 12 noon on Friday 27th October 2017.**

To arrange a tour of the school:

Contact Miss Callaghan, Registrar, to arrange a time: 01332 514267

For an informal conversation about the role:

Contact the Clerk to the Governors, Mrs Miriam Mitchell, who will arrange for a Governor to call you: 01332 514267 or email clerk@derbyhigh.derby.sch.uk

Interviews:

First round interviews: **Tuesday 7th and Wednesday 8th November 2017.**

Final interviews: **Friday 17th November 2017**

Applications should be addressed to:

Mr Ben Bailey, Chair of Governors
c/o Clerk to the Governors
Derby High School
Hillsway
Littleover
Derby
DE23 3DT.
OR sent via email to: clerk@derbyhigh.derby.sch.uk

If you think this is the right post for you, we look forward to receiving your application to lead our wonderful school community.

