



Essex County Council
THE GOVERNING BODY OF
Newport Primary School
Frambury Lane, Newport, Saffron Walden, CB11 3PU
Tel: 01799 540055
Headteacher: Sharon Lester
Web: www.newport.essex.co.uk



Chair of Governors: Reverend Neil McLeod
E-mail: chair@newport.essex.sch.uk

Date: 12th February 2018

Dear Applicant

Head Teacher Appointment

On behalf of the Governing Body of Newport Primary School, I thank you for expressing an interest in the post Head Teacher. We are looking to appoint from the start of the new academic year.

The successful applicant will be joining a popular, well managed, caring and respected village school with an Early Years Reception Class and single classes in Years 1 -6. A recent Ofsted inspection gave a rating of 'Requires Improvement' to the school, citing a lack of progress and inconsistent teaching as prime factors. However, the school's results are above both Essex and National averages. Work has already begun on addressing concerns raised within the Ofsted Report but this needs to be carried forward and developed.

The appointee will need to have and be committed to a long-term vision for moving the school to an Ofsted rating of 'Outstanding', which Senior Leadership Team and the Governing Body believe is achievable. We seek a candidate who has the willingness, energy and commitment to see the school reach the position of "Outstanding" which our children richly deserve. This requires the successful candidate to have strong, dynamic and inspirational leadership, with a proven track record of sustained school improvement.

The appointee will also need clear understanding of recent and current educational initiatives which will enable them to lead the school to ensure consistent continuous improvement. We are also looking for a clear commitment to promoting the professional development of all staff and furthering their involvement in key decision-making processes. The appointee will be supported by the strong Governing Body, and by the School Excellence Partner.

The timetable for the interview and selection process is as follows:

- Closing date for applications will be at 9am on Friday 9th March 2018.
- Shortlisting will take place on 12th March and successful applicants will be telephoned by lunchtime the following day.
- Shortlisted candidates will be invited for a series of interviews and related exercises on Friday 23rd March. A buffet lunch will be provided with the opportunity to meet staff and Governors.
- The successful applicant will be telephoned on the evening of 23rd March.

I hope that you will have sufficient details in the attached information pack to complete the application. If not, or if you have any further questions, then please do not hesitate to contact me via the contacts below. If you would like to visit the school, please contact Ali Wood on 01799 540055 or 07850682315 or email ali@newport.essex.sch.uk to arrange an appointment.

On behalf of our Governing Body, I very much look forward to receiving your completed application and wish you every success in the appointment process.

Yours faithfully

Neil

Reverend Neil McLeod
Chair of Governors
Newport Primary School