



Ludwell Community Primary School

Ludwell

Shaftesbury, Dorset, SP7 9ND

Phone: 01747 828519

E-Mail: admin@ludwell.wilts.sch.uk

Web: www.ludwell.wilts.sch.uk



HEADTEACHER RECRUITMENT

CONTENTS

CONTENTS	2
LETTER FROM THE CHAIR OF GOVERNORS	3
LUDWELL COMMUNITY PRIMARY SCHOOL	3
ABOUT OUR SCHOOL	5
JOB DESCRIPTION	9
PERSON SPECIFICATION	11
PUPIL VOICE	13
STAFF VOICE	14
APPLICATION AND INTERVIEW PROCESS	14



LETTER FROM THE CHAIR OF GOVERNORS

WILTSHIRE COUNCIL EDUCATION COMMITTEE

A small school with a big heart



and big opportunities

Wiltshire Council
Where everybody matters



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SHAFTESBURY
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School website:

<http://www.ludwell.wilts.sch.uk>

Telephone: (01747) 828519

19 March 2018

Dear Applicant,

Thank you for your enquiry about the Headteacher post at Ludwell Community Primary School, which has arisen following the retirement of our current Headteacher at the end of this academic year. I hope, through these details, to give you a good feeling for the character of the school and the nature of the role being offered.

You often hear Ludwell Primary School described as a small school with a big heart. It is a happy and caring school with teamwork and flexibility being encouraged in the pupils as much as in staff members. We achieve much together because we care about every member of our school community. Visitors to the school note how polite and helpful the pupils are and behaviour is usually excellent because the love of learning is promoted strongly.

The staff and governors work hard together to achieve our vision of providing a purposeful education that develops happy, confident children who have a passion for learning. We are constantly developing our teaching and learning as we strive for sustained progress. Ongoing assessment, monitoring results and planning subsequent action is an important part of our bid to ensure all groups of children make good progress. This is an

improving, developing school where teamwork and mutually supportive relationships are highly valued as an extension of our ethos and in the context of a Rights Respecting School.

We are a community school, but links with the local church are strong and are important to us. Members of the church community frequently lead worship in school. We also support many community events such as singing at local celebrations and taking part in the village fête.

In the particular context of our recent Ofsted inspection, we are seeking to appoint an inspirational leader with a proven track record of raising standards as a senior leader. We require an outstanding teacher who can model good practice, motivate staff and authentically engage pupils in their learning. The successful applicant will be able to lead and develop the team, whilst upholding the rights respecting values and ethos of the school.

The method of application is online at www.jobs.wiltshire.gov.uk. In your supporting statement please specifically address the criteria in the person specification, as this will be used for shortlisting. Applicants are warmly invited and strongly encouraged to visit our school. Please make an appointment by contacting Katherine Keen, Finance and Admin Officer, on 01747 828519. If you have any further enquiries regarding an application please feel free to contact me.

Finally, although we will be selecting a new Headteacher through the recruitment process, we believe at Ludwell that it is more than equally important that you feel that you have selected us. If you feel that this might be the school for you to lead, then we would love to hear from you.

Yours sincerely,



Richard Ecclestone

Chair of Governors

recclestone@ludwell.wilts.sch.uk

01747 829261 / 07713 686368

ABOUT OUR SCHOOL



WELCOME

Imagine a place where everyone feels welcome and is treated with respect; a place where children love to learn and celebrate their success. Welcome to Ludwell Community Primary, a friendly and caring village school close to Shaftesbury. Come and see for yourself the rich and unique learning environment we provide for our pupils.



A BEAUTIFUL ENVIRONMENT

A rural school within easy reach of Shaftesbury town, Ludwell children enjoy their inspirational surroundings. Outside is home to a heated swimming pool, adventure playground, traverse wall, wooden fort, story-telling area, playing field, vegetable garden, pond and wild corner. These combine to give the children a sense of freedom as they explore their world. 'Flossie', our rescued battery hen, shares the garden with the pupils.



Caring for the natural world matters to us. As one of the children wisely commented, 'If we do our little bit, imagine if everyone did their little bit, then we can save the world!' This was said at the time of our recent pupil initiated Solar Schools project when we raised £12,500 to install 36 photovoltaic panels on the school roof, as a way of reducing the school's carbon footprint. Our project featured in a video made by the carbon reduction charity 10:10 <https://vimeo.com/181518538>



CONTINUOUS NURTURE

Our priority is the pupils' happiness because we believe that happy children learn best. Traditional values encourage the whole school community to learn and play together. We support the children in developing their independence and confidence and we encourage children to welcome mistakes as an important part of their learning. Regular Forest School sessions in a nearby wood promote their understanding of risks and responsibilities and enable creativity, exploration and collaboration.



A JOY OF LEARNING

High quality teaching is at the heart of what we are about and each day is packed with lively learning. Pupils respond well to inspiring lessons and their engagement is maximized by their involvement in choosing learning themes, such as the current Victorian one. Excellent resources support teaching and learning, including interactive whiteboards, iPads and a mastery programme for maths. The skills of learning how to learn are taught through experiment and investigation. By exploring and discovering for themselves, children are encouraged to bring enthusiasm and curiosity into the classroom and to share ideas, thoughts and questions. Children make a valuable contribution to the life of the school including through the School Council and Eco and Rights Respecting Committees.

STRUCTURE

We are a Wiltshire Primary School with four classes – Reception (Wrens), Years 1 and 2 (Robins), Years 3 and 4 (Owls) and Years 5 and 6 (Kites). There are 80 children on roll who come from the surrounding area, both Wiltshire and Dorset.

A staff of 3 full time teachers, 1 part time teacher and 7 part time or casual Teaching Assistants works with the Headteacher, who teaches regularly to cover for PPA and SENCO time. We are ably supported by 3 Midday Supervisory Assistants who also enable us to provide both breakfast and after school clubs.

An experienced and proactive Governing Body, which knows the school well, provides support and challenge to the school and takes its role as a 'critical friend' seriously.

ETHOS, MISSION AND VALUES

Ludwell Primary School is a Rights Respecting School, which means that the rights of children are at the heart of our school. Our rights are based on the United Nations Convention on the Rights of the Child. All children everywhere are born with these rights, which cannot be taken away. These rights are a ‘promise to all children to respect, protect and fulfil their human rights’.

OUR ETHOS

A small school with a BIG heart.

OUR MISSION

Learning together to provide a purposeful education that develops happy, confident individuals who have a passion for learning and are excited about their next challenge.

AIMS

To achieve our mission, we aim to:

- ✓ Instill the Rights Respecting School philosophy for life, embracing diversity and difference, ensuring everyone has a voice that is valued.
- ✓ Provide inspiring teaching that makes learning accessible to every child;
- ✓ Work in a learning partnership with parents, carers and the local community, recognising the rich array of experiences that can help pupils develop enquiring minds;
- ✓ Create a stimulating learning environment both indoors and outdoors;
- ✓ Develop pupils who are proud of who they are, what they achieve and continually challenge themselves further;
- ✓ Respect our environment and realise our impact on the natural world;
- ✓ Promote the importance of a healthy lifestyle and keeping ourselves safe.

VALUES

As part of our Rights Respecting School, we try to instill a wide range of values. Some of these include:



JOB DESCRIPTION

For the Post of Headteacher at Ludwell Community Primary School

This Job Description is in addition to the Statutory Conditions of Employment for Headteachers included within the Department for Education's (DfE) 'School Teachers' Pay and Conditions' document 2017, and the 'National Standards of Excellence for Headteachers' published by the DfE in January 2015.

The role is a full-time post, starting on 1 September 2018, with an expectation that some classroom teaching will be performed during the school week.

Responsible to: The Governing Body and Wiltshire Council.

Responsible for: All staff and pupils within the school.

CORE PURPOSE OF THE HEADTEACHER

- To enable a shared culture and positive climate for teaching and learning that empowers both staff and pupils.
- To provide professional leadership and management for the school that will promote a secure foundation from which to achieve high standards in all areas of the school's work.
- To represent the school and promote its interests within the local community.
- To inspire and embody the ethos and values of this Rights Respecting School.

KEY AREAS OF RESPONSIBILITY

Shaping the Future

- Ensure that learning is at the centre of strategic planning.
- Work with the Governing Body to successfully implement the school's improvement plan.
- Ensure that the school's vision is clearly and effectively articulated, shared and understood by all members of the school community.
- Promote a culture of encouragement, support and challenge to achieve each child's full potential and excellent educational standards.

Leading, Teaching and Learning

- Lead in the continuing implementation of a creative, challenging and broad curriculum, which inspires and engages all pupils and is personalised to meet individual needs.
- Ensure a consistent and continuous focus on pupil assessment and achievement using appropriate data and benchmarks to set, monitor, track and evaluate.
- Monitor, evaluate and review classroom practice and promote improvement strategies aiming for outstanding standards of learning and teaching at all times.
- Promote consistently high standards of teaching and learning throughout the school by encouraging, training, modelling and personal example.
- Challenge performance at all levels and ensure supportive responses are in place to create a positive environment for improvement.

Developing Team and Self

- Work with staff to develop creative, responsive and effective approaches to learning and teaching through a diverse and flexible curriculum.
- Recruit staff that will successfully contribute to the shared vision and Rights Respecting ethos of the school.
- Promote own personal and professional development and that of colleagues to engender confidence and high levels of motivation within the team.
- Ensure an appropriate balance between work and home life to enable the wellbeing of all staff.

Managing the Organisation

- Be committed to safeguarding and the welfare of children, ensuring all staff and volunteers share this commitment.
- Provide information, advice and support to the Governing Body to enable it to meet its responsibility for securing effective teaching and learning, improving standards of achievement and value for money.
- Be accountable for the management and quality control of budgets in partnership with the Governing Body.
- Maintain robust policies, procedures and risk assessments for the safety, security and maintenance of the school buildings and grounds.

Rights Respecting School

- Articulate an explicit Rights Respecting ethos and vision, which has an impact on standards of achievement, pupils' personal development and wellbeing.



PERSON SPECIFICATION

For the Post of Headteacher at Ludwell Community Primary School

ESSENTIAL PROFESSIONAL QUALIFICATIONS AND EXPERIENCE

- Qualified Teacher Status.
- NPQH or other evidence of readiness for Headship.
- Senior leadership and management in a primary school.

SHAPING THE FUTURE

Ability to:

- Lead and respond effectively to change and challenge.
- Understand local and national issues in education with an ability to respond effectively and appropriately to them.
- Model and communicate vision and values within and beyond the school.

LEADING TEACHING AND LEARNING

- Proven ability in securing high standards and high quality teaching for all pupils.
- Senior leadership experience with a proven track record of achievement in primary education.
- An innovative approach to learning and the ability to foster a culture where teaching is inspirational and learning is fun.
- Experience of interpreting and using assessment data and other evaluation tools to raise achievement and secure school improvement.
- A commitment to inclusion and an enabling climate, which allows all children to achieve the best they can.

DEVELOPING THE TEAM AND SELF

- Excellent leadership and decision-making skills, with the ability to enthuse and motivate pupils, staff, parents and governors.
- Successful experience of using performance management along with the professional development of all staff to bring about school improvement.
- An understanding of the Headteacher's responsibilities and accountability to pupils, governors, parents, the Local Authority and the wider community.

ORGANISATIONAL SKILLS

- Experience of carrying out strategic financial planning and budgetary management.
- Ability to prioritise, plan, delegate and deploy resources appropriately and effectively.
- A demonstrable understanding of the processes of safeguarding and safer recruitment - ensuring a safe, secure and healthy school.

DEVELOPING THE RIGHTS RESPECTING SCHOOL ETHOS

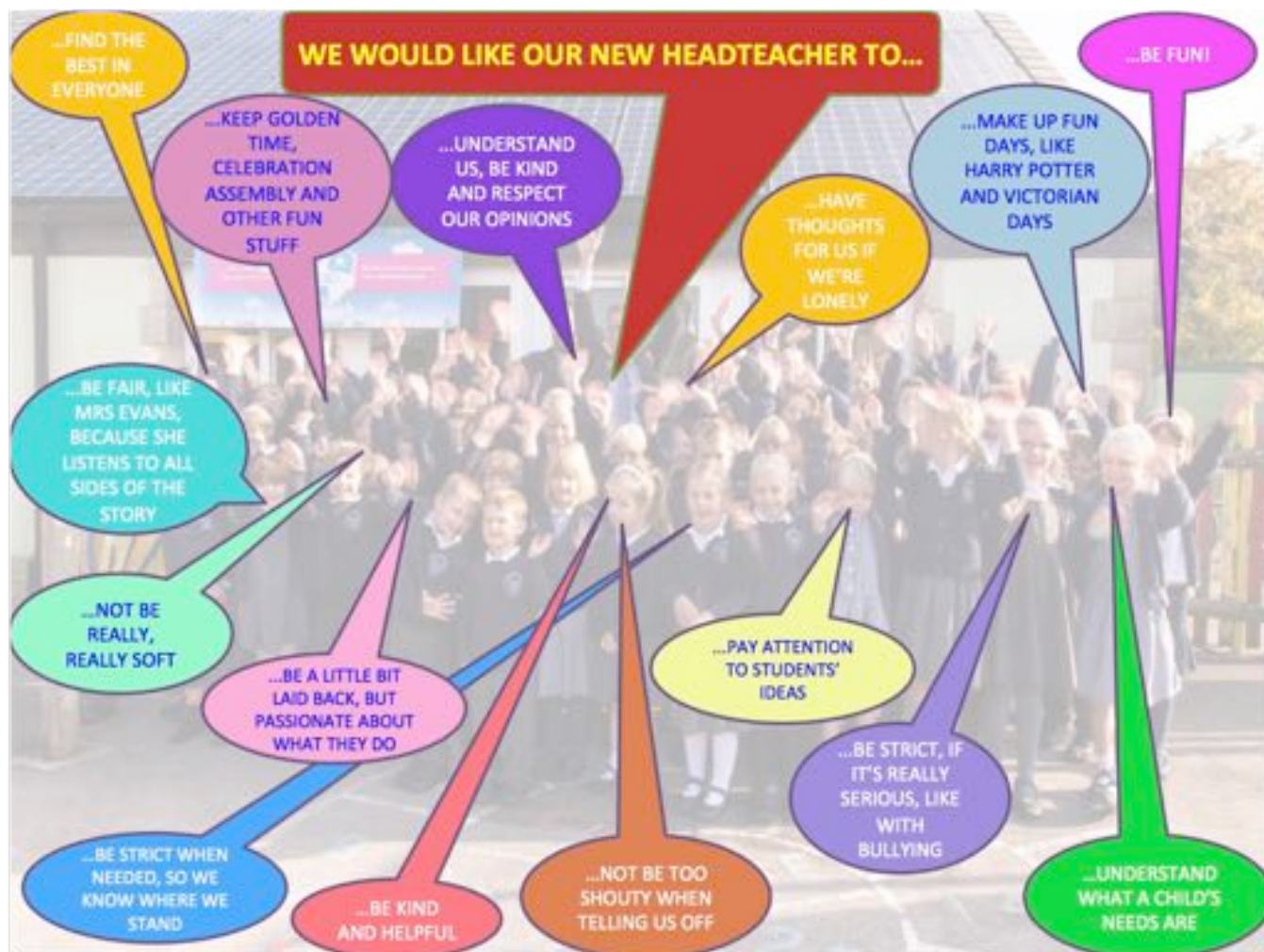
- Ability to develop a broad, balanced and creative curriculum, which promotes pupils' physical, moral, social and cultural development, in accord with the ethos of a Rights Respecting School.
- Able to demonstrate appreciation and strong support for the essential role of rights and responsibilities in fostering supportive relationships amongst pupils and staff.
- Ability to embed the rights respecting values of our school in order to give the children the best chance to lead happy, healthy lives and to be responsible, active citizens.

PERSONAL APTITUDES, QUALITIES AND SKILLS

- Ability to motivate and inspire whilst enhancing others' confidence and sense of self-worth.
- Excellent listening skills with the ability to empathise with and understand the views and needs of others.
- Ability to work under pressure and meet deadlines whilst retaining a commitment to the wellbeing of all.
- Resilience. Ability to bounce back from setbacks and disappointments whilst maintaining a positive attitude.



PUPIL VOICE



STAFF VOICE



APPLICATION AND INTERVIEW PROCESS

Closing date: Midday on Wednesday 18 April 2018

Interviews: Thursday 10 May 2018

Start date: 1 September 2018

Pay scale: L6 – L12

Shortlisted candidates will be contacted after 24 April. We will confirm the programme for the interview day. The successful candidate will be required to undergo an Enhanced Disclosure from the Disclosure and Barring Service.