



HEADTEACHER APPLICATION PACK

January 2020

Loughborough Primary School and Children's Centre

Minet Road, London, SW9 7UA

<https://loughboroughprimarylambeth.org.uk/>

*Through education we nurture and inspire our children to
take their place in the world as fulfilled global citizens*

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Loughborough Primary School
and Children's Centre
Minet Road
London
SW9 7UA

Dear Candidate,

Thank you for your interest in the role of Headteacher at Loughborough Primary School. As a governing body we want to celebrate what our school has achieved, both academically and as a centre for our community. When you visit the school you will no doubt be struck by the atmosphere of calm that pervades the environment. Our pupils receive the continual reinforcement of an ethos that values application to achieve to the best of one's abilities. Our academic achievements speak for themselves. We especially value a broad and balanced curriculum that helps children to expand their horizons, develops resilience, encourages social engagement and helps to foster the skills that will equip children to be both inquisitive learners and active citizens in their future lives.

Our current situation is that we are a school of just over 400 pupils, and we pride ourselves on being inclusive. Our children come from a diverse range of backgrounds and many lack the opportunities to easily develop their learning experience outside of the school setting. A significant number of our pupils come from families where English is their second language. We provide both for children who need the stimulus to aspire to the highest academic achievement and those who need additional support to achieve their potential. We believe in a high-quality education for all that is geared to the needs of each child.

We would like you to consider the additional values that the teaching staff impart through their curriculum development, they demonstrate a commitment to making a difference to the lives of their pupils. Staff perform to the level of excellent/good and are working to maintain and improve on their teaching skills. The management ethos of the school has fostered staff to share skills and experience, delegated responsibilities, and encouraged the development of career progression within the school. This has helped to develop a senior management team who are highly motivated and work in a collaborative way. The role of Head will call on the post-holder to use their skills as a teacher to support the professional development of staff and foster the innovation and creativity they bring. The role will also involve supporting staff through issues that arise in the event of changes in the shape of the teaching structure.

We are looking for a Headteacher who has a vision to see the school through a period of transition and beyond. They will need to operate strategically in helping to put their vision into practice. At the same time they will need to ensure that the detail of the school's management of resources is thoroughly scrutinized. In particular, we are in the process of reviewing our financial situation in the light of declining income in the next few years. The Headteacher will need to be able to work with other professionals and the governors to run a budget that is prudent and uses our funds in a cost-effective way. The person appointed must be able to maintain and build on the existing positive relationships with parents and the wider community that makes the school the exciting hub of activity that it is.

You have the opportunity to visit the school during the weeks beginning 13th and 20th January 2020. However, if there is anything further that you would like to know please feel free to contact the school and ask to speak with Angela Gaisie, Deputy Head, or Fay Murray, School Business Manager on 020 7274 8374.

We look forward to meeting you and learning more about your experience and vision for the school in respect to the above.

Regards,

Peter Wright
Chair of Governors



Our school

The DNA of Loughborough Primary School is calm, purposeful, bright and nurturing; our school really is the hub of the local community. The school is a welcoming place for all: children, parents, carers, staff and visitors. Excellent core teaching is a given, but we also focus on the value added, the quality of learning experience beyond the curriculum. We allow our staff to be creative, we trust them to be innovative and think outside the box. We develop strong leaders at all levels through coaching, mentorship, appropriate training, delegation and collaboration. As you can see in our vision, our aim is to develop children to fulfil their potential inside and outside of school. Loughborough children are ambitious and inquisitive and develop a love of learning whilst at the school.

School values

We educate our children to:

- Give the very best to their schoolwork
- Believe in their own talents
- Show resilience to face life's challenges with courage
- Love learning and desire to carry on learning
- Respect themselves and others
- Treat others kindly

School vision

Through education, we nurture and inspire our children to take their place in the world as fulfilled global citizens.

Key facts about our school

Age range	3-11
Location	Lambeth
Type of school	Community
Number of children	412

SEN	15%
Pupil premium	64%
EAL	33%
FSM	35%



SLT structure	Headteacher 1 x Deputy Headteacher 2 x Assistant Headteacher
Inclusion/Senco	1 x Inclusion Manager / Senco (0.8) 1 x Deputy Senco & PPA Cover (1.0) 3 x SEN TAs
Teaching staff	19 (includes 10 Leads in Maths, Literacy, Science, PSHE, RE, Eco, Art & DT, History, PE, ICT)
Additional staff	1 x Business Manager 1 x Office Manager 2 x Admin Officers (1.4) 1 x Family Link Worker & Extended Services Manager 4 x Early Years Educators 4 x Higher Level Teaching Assistants 13 x Teaching Assistants IT Support (0.6) 2 x Premises Staff (1.0 + 0.8) 6 x Midday Meals Supervisors 1 x Music Teacher (0.2)

EYFS Results 2019

67% good level of development and 65% gaining all learning goals

Year 1 Phonic Screening Results 2019

Working at 84%

Key Stage 2 Results 2019

Subject	Expected standard	School's performance	Greater depth
Reading	51%	72%	21%
Writing	68%	86%	18%
Maths	67%	89%	23%
RWM		68%	

Progress between KS1 and KS2 2017-2018

Subject	School's performance	Average scale score
Reading	0.9	103
Writing	2.0	-
Maths	2.5	105

Job Description

Job title: Headteacher

Scale: Leadership range L18 – 24
(+ up to 25% discretionary allowance)

Accountable to: The governing body

This job description should be read alongside the range of duties and responsibilities of the Headteacher as set out in Part 7 of the annual Teachers' Pay and Conditions Document (2019) pages 41 to 43. Candidates will be expected to have considered these in relation to Loughborough Primary School & Children's Centre.



1. Shaping the Future

1.1 To ensure the vision for the school is clearly articulated, shared, understood and acted upon effectively by all

1.2 To work within the school community to translate the vision into agreed objectives and operational plans which will promote and sustain school improvement

1.3 To demonstrate the vision and values in everyday work and practice

1.4 To motivate and work with others to create a shared culture and positive climate

1.5. To ensure creativity, innovation and the use of appropriate new technologies to achieve excellence

1.6. To ensure that strategic planning takes account of the diversity, values and experience of the school and community at large

2. Leading Learning & Teaching

2.1 To ensure a consistent and continuous school-wide focus on pupils' achievement, using data and benchmarks to monitor progress in every child's learning

2.2 To ensure that learning is at the centre of strategic planning and resource management

- 2.3 To establish creative, responsive and effective approach to learning and teaching
- 2.4 To ensure a culture and ethos of challenge and support where all pupils can achieve success and become engaged in their own learning
- 2.5 To demonstrate and articulate high expectations and set stretching targets for the whole school community
- 2.6 To implement strategies which secure high standards of behaviour and attendance
- 2.7 To determine, organise and implement a diverse, flexible curriculum and implement an effective assessment framework
- 2.8 To take a strategic role in the development of new and emerging technologies to enhance and extend the learning experience of pupils
- 2.9 To monitor, evaluate and review classroom practice and promote improvement strategies
- 2.10 To challenge underperformance at all levels and ensure effective corrective action and follow-up

3. Developing Self and Working with Others

- 3.1 To treat people fairly, equitably and with dignity and respect to create and maintain a positive school culture
- 3.2 To build a collaborative learning culture within the school and actively engage with other schools to build effective learning communities
- 3.3 To develop and maintain effective strategies and procedures for staff induction, professional development and performance review
- 3.4 To ensure effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities
- 3.5 To acknowledge the responsibilities and celebrate the achievements of individuals and teams
- 3.6 To develop and maintain a culture of high expectations for self and for others and to take appropriate action when performance is unsatisfactory
- 3.7 To regularly review own practice, set personal targets and to take responsibility for own personal development
- 3.8 To manage own workload and that of others to allow an appropriate work/life balance

4. Managing the Organisation

- 4.1 To create an organisational structure which reflects the school's values, and enable the management systems, structures and processes to work effectively in line with legal requirements
- 4.2 To produce and implement clear, evidence-based improvement plans and policies for the development of the school and its facilities
- 4.3 To ensure that, within an autonomous culture, policies and practices take account of national and local circumstances, policies and initiatives
- 4.4 To manage the school's financial and human resources effectively and efficiently to achieve the school's educational goals and priorities
- 4.5 To recruit, retain and deploy staff appropriately and manage their workload to achieve the vision and goals of the school
- 4.6 To implement successful performance management processes with all staff
- 4.7 To manage and to organise the school environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations
- 4.8 To ensure that the range, quality and use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all pupils and provide value for money
- 4.9 To use and integrate a range of technologies effectively and efficiently to manage the school

5. Securing Accountability

- 5.1 To fulfil commitments arising from contractual accountability to the governing body
- 5.2 To develop a school ethos which will enable everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes
- 5.3 To ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation
- 5.4 To work with the governing body (providing information, objective advice and support) to enable it to meet its responsibilities
- 5.5 To develop and present a coherent, understandable and accurate account of the school's performance to a range of audiences including governors, parents and carers
- 5.6 To reflect on personal contribution to school achievements and to take account of feedback from others

6. Strengthening Community

- 6.1 To build a school culture and curriculum which takes account of the richness and diversity of the school's communities
- 6.2 To create and promote positive strategies for challenging racial and other prejudice and dealing with racial harassment
- 6.3 To ensure learning experiences for pupils are linked into and integrated with the wider community
- 6.4 To ensure a range of community-based learning experiences
- 6.5 To collaborate with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families
- 6.6 To create and maintain an effective partnership with parents and carers to support and improve pupils' achievement and personal development
- 6.7 To seek opportunities to invite parents and carers, community figures, businesses or other organisations into the school to enhance and enrich the school and its value to the wider community
- 6.8 To contribute to the development of the education system by, for example, sharing effective practice, working in partnership with other schools and promoting innovative initiatives
- 6.9 To co-operate and work with relevant agencies to protect children

7. Equal Opportunities

- 7.1 To implement the Council's Equal Opportunities Policy and work actively to overcome discrimination on the grounds of race, gender, disability, sexuality in the Council's service
- 7.2 To take responsibility, appropriate to the post, for tackling unlawful discrimination amongst all groups in line with the Equalities Act 2010.

8. Safeguarding

- 8.1 To have a due regard for safeguarding and promoting the welfare of children and young people and to follow all associated child protection and safeguarding policies as adopted by the school and Local Authority

9. Health and Safety

- 9.1 In carrying out the tasks in this job description you have a duty (under Health and Safety legislation) to take reasonable care for the health and safety of yourself and that of others. This implies taking positive steps to monitor and maintain a safe and secure working environment.

It is expected that whilst maintaining an effective and efficient working environment you will comply with safety rules and procedures and ensure that nothing you do, or fail to do, puts yourself or others at risk. This includes contributing to the safe and secure environment for the school community.

10. Data Protection

10.1 When working with computerised systems be completely aware of responsibilities at all times under the General Data Protection Regulation 2018, for the security, accuracy, and significance of personal data held on such systems.

Person Specification

	Criteria	Application /Interview
Qualifications	Qualified Teacher Status Degree (or equivalent) NPQH Demonstrable continuing commitment to professional and personal development	
Experience	Leading a school as Headteacher, Head of School or Deputy Head Designing and implementing strategies for raising achievement and challenging underperformance Observing and feeding back on learning and teaching to staff to ensure pupils receive the highest quality of teaching across the school Staff and leadership development through mentorship and guidance, appropriate formal training, delegation and collaboration Developing and sustaining a safe, secure and healthy school environment Working with other schools and agencies to strengthen the school and its wider community and to ensure the wellbeing of all pupils and their families	A A A A A

	Criteria	Application /Interview
Experience	Building and maintaining effective relationships with governors, parents and carers to enhance the education of all pupils	A
	Developing a wider curriculum both in the classroom and beyond school to provide opportunities for pupils and others in the school community	A
	Experience of managing school budgets and understanding the operational running of a school	A
Skills & abilities	Able to develop and implement the school vision and values	I
	Understanding of high-quality teaching, and the ability to model this for others and support others to improve	I
	Able to develop effective teamwork and collaboration at every level	I
	Able to interpret and analyse school performance data and use this to secure school improvement	I
	Understand strategic financial planning and budgetary management	I
	Committed to achieving success within a diverse, multicultural community so that every pupil achieves	I
	A strong communicator and a creative and innovative thinker	I
	Able to self evaluate, work under pressure and prioritise	I
	Able to be firm and take difficult decisions when necessary	I
	Able to form positive working relationships with the whole school community	I
Other	Committed to safeguarding and promoting the welfare of children and young people	I
	Strong knowledge and understanding of CPD	I
	Ambition for yourself and the school to achieve excellence	I
	A strong belief in the development of the whole child	I

How to apply

This is an excellent opportunity to lead a purposeful, inclusive and welcoming school. If you believe that you have the right skills and experience, please apply.

An application form can be completed and submitted online at TES

Alternatively, please email Rosa Vaz at schoolshr@Lambeth.gov.uk.

Please respond to the criteria in the order they appear on the job description and limit your supporting statement to no more than 2,000 words.

Completed applications should be submitted by the closing date: **24th January 2020**

Shortlisting: **29th January 2020**

Interviews: **6th & 7th February 2020**

Our school is committed to safeguarding and protecting the welfare of children. Appointment is subject to an enhanced DBS check and satisfactory references. We are committed to equality and diversity.

