



Parliament Hill School

Headteacher | candidate information



Dear Colleague,

Parliament Hill School has a distinctive inclusive ethos and a reputation for providing high-quality education for girls. Our current head, Sue Higgins, retires in August 2017. Over the last ten years Sue has provided inspiring leadership and leaves a great legacy for our new head to build on.

Whilst we are in a secure position we do face challenges – pressure on resources, a major building programme and although progress and attainment have steadily improved, we are committed to improving them further. We are also determined to continue narrowing the gap between disadvantaged and non-disadvantaged students.

We are looking to appoint a candidate who shares our values and ethos, who can lead sustained improvement for all our students, who has a clear personal vision of our school and who is prepared to innovate. If you thrive in a diverse, inner London school, then this will be an exciting opportunity for you.

We can offer lively and engaged students, talented and dedicated staff, and a strong group of governors who will share your commitment to raising standards, and provide you with the right blend of support and challenge. Parent engagement is key to our success – deepening this relationship will be an important aspect of this role. As an outward-facing school, we are active participants in the four-school LaSWAP sixth form consortium, which admits boys; are founder members of the Camden Learning partnership; and play a full part in Camden's vibrant community of schools. We also understand the importance of working with education leaders and subject specialists from beyond our school.

Thank you very much for your interest in the post of headteacher at Parliament Hill. I am pleased to send you further information about the school, including the application form, job description and person specification, and I hope these details help you decide that this is the post for you.

If you would like to explore this opportunity further, please contact Aaron Ashton on 020 3164 3064 or email info@tesprime.com.

Daniel Silverstone
Chair of Governors

About the role

Our new head will be a champion of girls' education, with a commitment to excellent teaching and learning to see that every student achieves their full potential.

There are exciting times ahead - our imminent and long-awaited building programme, while welcome, will represent a huge change for the school as we strive to drive up standards in the face of significant upheaval. We have a strong track record of delivering Continued Professional Development both in school and throughout Camden. You will continue to develop this offer - to strengthen teacher practice and retain ambitious and high-performing colleagues. Senior leaders within the school often teach, co-teach and model excellent practice and it is anticipated that our next headteacher will lead from the front in this regard.

We take great pride in our ethos and values: they make us unique. You will understand, protect and develop those aspects of Parliament Hill School that offer a truly special experience for our girls and sixth-form boys.

You will be committed to the Camden Schools Led Partnership and working in collaboration with schools in the borough. We have engaged stakeholders who care deeply about the school and our new headteacher must have the emotional intelligence needed to get the most from these colleagues.

An ambitious and collaborative leader, you will make the most of opportunities in the changing educational landscape whilst maintaining a strong focus on the development of Parliament Hill School. With the support of reflective and aspirational governors and committed staff, we will succeed together.

About our school

Parliament Hill is a large, fully comprehensive girls' community school for 11-18 year olds in the inner London Borough of Camden with approximately 1114 students on roll. We are located in the inner

London Borough of Camden, but our close proximity to Hampstead Heath provides a peaceful and secure environment for rich and diverse learning experiences.

We are an outward-facing school and an active participant in a number of valued partnerships, including the acclaimed LaSWAP Sixth Form, a partnership with three other local schools (La Sainte Union, William Ellis and Acland Burghley).

Economically and socially, Parliament Hill School reflects its complex, challenging inner London environment. Although we enjoy the confidence and support of local middle class families, the vast majority of our students come from low income families and many face high levels of economic deprivation and the associated social disadvantages.

We are proud of our rich cultural and racial diversity, with over 49 different languages spoken. We have a very strong ethos of valuing and respecting multiculturalism.

Our ambition is to be recognised as a national centre for excellence and innovation for girls' urban education.

Ethos

At Parliament Hill we recognise the opportunities and challenges of being a young woman in a changing world. We aim to build on our strong history and continue to empower our students to take advantage of every opportunity to enhance and transform their lives. We are rightly proud of Parliament Hill's tradition of helping others in our school, our local community and around the world.

All our students are encouraged to be active world citizens and to work to make a positive difference. This is why we are a United Nations Rights Respecting School and embrace all that this entails. Our ethos is underpinned by the fundamental British values of democracy, rule of law, individual liberty and mutual respect and tolerance. We challenge extremism in all its forms and take seriously our role in implementing the Prevent Strategy.



"Girls make friends there they hold onto for life" Parent

LaSWAP

We are proud to be part of LaSWAP - a unique Sixth Form Centre comprising four small but closely linked sixth forms that all work together to create our distinctive 'campus' feel. We help all our students make the most effective transition from school to higher education, offer them the widest choice of stimulating courses and improve their chances of getting into their first choice universities.

In fact, for over 30 years the top universities continually tell us that LaSWAP students settle in far more quickly than young people from other sixth forms. Our students also perform better in an independent academic environment, helping them to move on to more rewarding careers and fulfilling lives.

Camden Learning

Camden Learning is a not for profit company formed by the Camden Schools Led Partnership (CSLP) - of which we are founder members. Camden Learning aims to ensure that every child achieves the best possible educational outcomes in all areas of life through developing growth mind sets, having high aspirations and learning well both independently and with others. We believe that this can be achieved through working together in partnership to secure sustained educational improvement and innovation.

Our Aims

- A world class centre of excellence for student and professional learning.
- A place where all girls belong and where every girl is empowered to grow, to succeed and to lead.
- A community where relationships are positive and respectful, responsibilities are embraced and successes are celebrated.
- A creative environment where we are restless to improve and confident to try new things.
- A dynamic hub for positive partnerships which enhance the life chances of Parliament Hill students and their community contribution.

Value of building programme

We are hugely excited about our major redevelopment project that will vastly improve teaching facilities at Parliament Hill School.

The redevelopment is much needed as our popular school has become crowded as student numbers expand beyond the official roll.

The scheme is the second largest school development project in the borough and includes plans for the construction of two state-of-art buildings with striking architectural designs.

Their construction will allow pupils to move out of the existing small classrooms, enable improved provision for sixth formers and deliver better security.

The redevelopment will give us impressive facilities to go along with our status as a Leading Edge school.



Job Description

This Job Description has given due consideration to The National Standards of Excellence for Headteachers 2015. The Governing Body will use these standards with the Headteacher to develop strategic targets for the School and set performance management objectives.

Core Purpose

The core purpose of this role is to provide professional leadership and management of Parliament Hill School, building on its secure foundation as a happy and successful girls' school by continuing to develop the school and improve outcomes for the students.

To achieve success, the Headteacher will:

- Provide vision, leadership and direction
- Promote the school's commitment to single-sex, comprehensive education
- Promote equality, excellence and high expectations of all students
- Lead and manage teaching and learning effectively
- Evaluate performance and identify priorities for continuous improvement
- Create a safe and inspiring learning environment that is engaging and fulfilling for all students
- Continue to develop the school as a resource for the wider community

Key areas of responsibility

A. Leadership & strategic development

- Provide strategic leadership that secures the delivery of high standards of attainment and personal development for all students and staff
- Model innovative approaches to school improvement, leadership and governance
- Lead strategic change and organisational development in order to fulfill the stated vision for the school
- Provide leadership in the development of innovative teaching and learning and extended community activities
- Work in collaboration with members of LaSWAP consortium, developing the offering, impact and sustainability of post-16 provision
- Ensure that all statutory requirements are met

B. Standards

- Demand ambitious standards for all students, overcoming disadvantage and advancing equality by instilling a strong sense of accountability in staff for the impact of their work and pupils' outcomes
- Secure excellent teaching through an analytical understanding of how students learn and the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and strong student engagement
- Ensure that the statutory requirements of the national curriculum and other national curriculum developments are met
- Embed data and benchmarking systems to monitor progress, raise standards and ensure a continuous and consistent school-wide focus on students' achievement and attainment, which engages the support of parents/carers and other stakeholders
- Ensure that suitably challenging targets are set, including those for student attainment, progress and attendance
- Maintain the strong ethos and structure for managing behaviour, including the management of pastoral care, student welfare and effective anti-bullying procedures, to enable student well-being and the achievement of potential

"It is a fantastic community which makes the girls feel safe and appreciated" Parent



C. Leading people

- Maintain and enhance effective working relationships with staff, including consultation with professional associations, as appropriate
- Lead the selection, appointment, deployment and management of high-quality staff to ensure that effective learning takes place throughout the school
- Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning
- Develop the leadership skills of both staff at all levels and students
- Distribute leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities, and hold each other to account for their decision making
- Manage the effective deployment and performance of all staff by supporting and ensuring their professional development, securing robust performance management and tackling underperformance
- Regularly review one's own practice and performance, take responsibility for one's own professional development, and participate fully in one's own performance management
- Promote the school ethos, values and aims, characterised by high aspirations and expectations.

D. Managing the organisation

- Advise the governors on the annual priorities and formulation of the budget to ensure that the school achieves its objectives
- Manage the financial resources effectively and efficiently to achieve the educational goals, including in-year resource management to reflect educational priorities, effective medium-term financial planning and management, and creative ideas for reducing and sharing costs
- Develop an ethos in which staff recognise they are responsible for the success of the school and individual accountabilities are clearly defined, understood, agreed and acted upon
- Ensure that the school's systems, organisation and processes are well considered and efficient, upholding the principles of transparency and integrity, and enabling school improvement
- Manage and organise the school's premises to ensure they meet the needs of the curriculum, promote a positive learning environment for all and meet health and safety requirements

E. Accountability

- Work collaboratively and effectively with, and in support of, the Chair, the governing body and its sub-committees, as appropriate, to enable them to fulfil their monitoring, statutory and wider responsibilities
- Produce regular reports and provide information, support and objective advice to the governors in line with agreed reporting standards on the educational, financial and community aspects of the school
- Ensure that parents/carers and students are well informed about all aspects of the school and, in particular, about attainment, progress and targets for further improvement.
- Ensure that the school has robust processes to fulfill its statutory obligations, including safeguarding, and health and safety

F. Strengthening community

- Develop and encourage good relations between the school and the local community
- Create an outward-facing school which works in collaboration with other Camden schools in a spirit of mutual challenge and support
- Work closely with other schools, the local authority and organisations in the business, public, private and voluntary sectors to meet the needs of the students
- Ensure the school reflects a culturally inclusive ethos which actively values and promotes diversity, unity and community cohesion, and supports students to become successful integrated citizens
- Inspire and influence others – within and beyond school – to believe in the fundamental importance of education in young people's lives and to promote the value of education

Note: This job description is not prescriptive and may be changed, in consultation with the postholder, to meet the changing needs of the school.

"A supportive school for both students and staff"
Staff



Person Specification

Measured by: Application Form - A; Interview -I; Assessment Exercises - E; References - R

Essential	Desirable	Measured by
Education and qualifications		
Degree and teacher status		A
	NPQH	A
Evidence of recent and relevant CPD		A, I
	Masters or PhD degree	A
Experience		
Strong track record of successful teaching experience		A, I
Successful recent experience of whole school leadership as a Headteacher, Acting Headteacher or Deputy Headteacher in a comprehensive secondary school		A, I, R
Experience of leading an 11 - 18 school with a clear vision for the development of 11-16 and post-16 provision		A, I, E, R
Proven track record of leading sustained improvement		A, I, E, R
Leadership / Management		
Give the school purpose and direction by having / being:		
Able to lead, motivate, support and challenge and thereby raise standards		I, E, R
Able to elicit optimum performance from each student, member of staff and teacher		I, E, R
Able to resolve conflict and find positive solutions		A, I, E, R
Able to work well with governors, equipping the governing body with the information to enable support and challenge		I, E
Able to set and embed short, medium and long-term objectives, evaluating impact and revising strategy accordingly		A, I, R
Able to build high performing teams and delegate appropriately		I, E, R
Strong analytical ability - uses this ability to analyse data, inform planning and devise effective intervention strategies		A, E, R
A strategic thinker, able to focus on the wider context as distinct from the practical details		I, E, R
Able to build capacity in colleagues through coaching and mentoring and brokering/delivering high quality CPD		A, I, E, R
Able to develop, embed and maintain systems and processes to ensure excellent outcomes are delivered		A, I, E, R
Uses Performance Management processes to maximise the contribution of colleagues throughout the school		A, I
Thorough knowledge of the statutory requirements and relevant legislation relating to school leadership and management, including health and safety, child protection and safeguarding		I, E, R
Solid understanding of the education landscape, Ofsted inspection framework and statutory responsibilities of a Headteacher		I, E, R



"Relationships between staff and students are at the forefront of everything" Staff

Essential	Desirable	Measured by
Skills		
Able to raise performance of all subjects to ensure consistently high standards throughout the school		I, E, R
Strong presentation skills		I, E
Effective decision maker, when under pressure dealing with competing demands		E, R
Experience of working effectively with other groups and wider stakeholders		I, E
	Experience of managing building projects	A, I
Can manage financial resources, secure financial probity and ensure value for money		I, E
Attributes, Values and Ethos		
Highly ambitious for each and every student		I, E
Understands, values and seeks to develop the unique character and ethos that makes Parliament Hill School vibrant, outward looking and successful		I, E
Demonstrates a strong commitment to community comprehensive education in general and girls' education in particular		A, I, E
Possesses the energy and resilience necessary to lead change and continual improvement		I, E
Able to balance good humour, kindness and compassion with a fierce determination to secure high standards		I, E
Able to make a positive impact on staff, pupils, governors and parents		I, E, R
Highly developed sense of emotional intelligence		I, E, R
Understands the needs and advantages of a single-sex school		A, I, E, R
Committed to participating in Camden school collaboration through LaSWAP in particular, as well as Camden Learning and other initiatives		I, E
Committed to cultivating an inclusive culture in which individuality is welcomed, diversity is celebrated and equality is secured		I, E

Key facts and statistics

Type of school	Community School
Age range	11-18
Co-educational or single sex	Girls
Number of students	1114
LaSWAP	Co-educational
% of students on FSM	55%
% of students with SEN	10%
% of students with EAL	42%

Parliament Hill School

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www.parliamenthill.camden.sch.uk