



Oaklands Infant School



Head Teacher
Recruitment Pack



Oaklands Infant School



WOKINGHAM
BOROUGH COUNCIL

December 2016

Dear Applicant,

Thank you for your interest in Oaklands Infant School.

Our current head teacher (Julie Sheppard) is retiring at the end of the school year. She leaves our school in an exciting position.

In line with our school vision of 'Deep Roots for Future Growth', Julie has worked hard during her time here to establish a school that is rated 'good' by Ofsted (June, 2016). We have an experienced, effective and committed team and a strong community feel; it is a place where children feel safe and enjoy learning. However, Julie leaves Oaklands Infant school with the opportunity for a new head teacher to help us to improve even more and to develop these strong roots further.

We are looking to appoint a head teacher who is able to meet all the National Standards of Excellence for Head Teachers as set out in The Four Domains. Our vision includes a set of values that are a fundamental part of school life. We believe these values and behaviours create a welcoming environment for the children to excel, developing the skills they need to embrace modern education. We are looking for a new head teacher who lives these values, and leads by example, having ambitious expectations for all pupils and who wants to immerse children in an inspiring and nurturing environment.

Oaklands Infant School is in Crowthorne, a large village within the Borough of Wokingham. We have a two-form entry with a maximum capacity of 180. We have phased entry for Foundation stage, and take children through EYFS and KS1; we generally run at capacity. We share our site with Acorn-Under-Fives and Oaklands Junior School, with a field and woodland area, and our own playground – it is a lovely enclosed environment. The school will celebrate its 50th anniversary in 2017 and like most schools, ours has evolved over time. Last year we added a flexible working area with a number of small group rooms, plus a larger room that we will use for a year 2 library, teaching music and whatever else the teaching staff come up with! This was a long term project, involving the whole school community.



Butler Road, Crowthorne, Berkshire RG45 6QZ

Telephone: 01344 774644

e-mail: admin@oaklands-inf.wokingham.sch.uk

www.oaklandsinfants.org

In partnership with the
Institute of Education





Oaklands Infant School



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With this letter, please find the following information to help you learn more about us and about the type of person we are looking for:

- Job description
- Person specification
- Application form

Please also have a look at our website which is full of information about the school and lots of great photos of the exciting things that go on here www.oaklandsinfants.org.

We would also love you to visit us, and we are offering two dates when you can come and have an informal tour with myself and the deputy head teacher, Allyson Flanders. This will give you the chance to see the school during a normal working day and ask us questions ahead of your application. These dates are:

- PM – Friday 6th January
- AM – Thursday 12th January

Please contact the school's office on 01344 744644 or by email at admin@oaklands-inf.wokingham.sch.uk to arrange a convenient time on one of these dates.

The closing date for receipt of applications is midday on the 23rd January 2017 and interviews will be held on the 2nd and 3rd February 2017 as detailed in the advert. I look forward to meeting you through the recruitment process.

Yours faithfully,

Helen Taylor
Chair of Governors



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Oaklands Infant School



Our Children

What our children say they like most about Oaklands Infant School:

- We learn new things.
- It's a good school because we do loads of things
- I made new friends.
- We love the characters and trying to 'have a go like Holly'.
- The teachers look after us.
- We get Goldies and Acorns in assembly.
- We can learn and write.
- There's so much to do.
- Hard and easy maths.
- Playground pals.
- I am happy when I come to school.
- The children are very friendly.
- I like playing on the playground.
- My family can come here.
- It's great fun here.

Our Parents

What our parents would like to see continue at Oaklands Infant School:

- All the children are always really polite and happy to engage, which means they feel comfortable.
- The staff know the children really well and it is clear that they care - when they come in the office, in assembly, at break etc.
- The school doesn't stand still - new things come in and everyone adapts.
- Oaklands is a supportive environment to learn in - the children are cared about as individuals and staff know their strengths and weaknesses.
- Children are very respectful and caring towards each other, their teachers and their environment.
- My children have always wanted to come to school and have always talked about what they have done at school.
- Communication between the school and parents is positively worded and future-focused. There is a friendly atmosphere.



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Our Staff

What our staff like about Oaklands Infant School and what they would like to see in their new head teacher:

- The children see our current head teacher as an approachable person, not someone shut away in an office all day. This helps create the unique atmosphere at Oaklands.
- I feel the school has a "we're all in it together" ethos which it would be a real shame to lose.
- Our current head teacher has always been very hands-on, spending lots of time with the children, whether it is while they are eating lunch, playground duty or teaching when required.
- It is important that foundation stage is treated differently from the rest of the school; it is important that a new head teacher has a good working knowledge of foundation stage.
- We need a head teacher who is appreciative of the huge workload teachers have to deal with and not someone who introduces more paperwork for the sake of it, with no thought for work life balance.
- We have a great school and I enjoy teaching there.



Oaklands Infant School
A Bright, Safe
and **Happy** place to
Grow



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Job Description

Start date: 1st September 2017

Contract: Permanent

Hours: Full Time

Salary: Leadership Scale L8 – L21 (£46,335 - £56,511)

The Governors of Oaklands Infant School are looking to appoint a head teacher who can meet all the National Standards of Excellence for Head Teachers as set out in The Four Domains. At Oaklands Infant School we base our approach upon laying 'Deep Roots for Future Growth', having a set of values that are a fundamental part of school life. We believe these values and behaviours create an environment for the children to excel, developing the skills they need to embrace modern life. Based on our values, we feel the following attributes are essential :

Domain 1: Qualities and Knowledge

- To uphold and promote Oaklands Infant School's visions and values in a compelling way.
- To lead by example, forming visibly positive relationships with children, parents, PTA, staff and governors, recognising our place in the local community, particularly alongside Oaklands Junior School and Acorn Under-Fives pre-school.
- To provide strategic leadership to allow pupils and staff to excel.

Domain 2: Pupils and Staff

- To have ambitious expectations for all pupils, building on current successes through our broad and balanced topic-based curriculum.
- To ensure that staff continue to be accountable for the impact of their work.

Domain 3: Systems and Process

- To maintain the safe, calm, well-ordered environment that Ofsted noted, and of which we are very proud.
- To make best use of financial planning and resources in an increasingly difficult financial environment.

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Domain 4: The self-improving school system

- To collaborate effectively with other schools in the area, other educational professionals, the local authority, and parents to champion best practice and secure excellent achievements for all pupils.
- To be familiar with advances in educational research and be confident to challenge current practice for the continual improvement of outcomes for our pupils.
- To influence others to immerse children in an inspiring and nurturing environment that gives 'Deep Roots for Future Growth'.





Oaklands Infant School

Person Specification

Qualifications and experience:

Our head teacher needs to:

- Have experience as a primary classroom teacher, preferably as an EYFS and Key Stage 1 practitioner.
- To have had experience of at least Assistant or Deputy Head level of leadership in a primary setting.
- Have an Initial Teacher Qualification with evidence of additional training/qualification.
- Be able to ensure effective safeguarding of pupils and work with outside agencies.

Knowledge and skills:

To be successful at Oaklands our head teacher needs to:

- Communicate and drive Oaklands Infant Schools' vision of 'Deep Roots for Future Growth' by immersing the whole school community in an inspiring and nurturing environment.
- Lead with respect and be fully involved in school life and activities.
- Encourage a caring and "looked after" feel to the school, where people are listened to and laugh together.
- Be an inspirational leader who recognises and motivates emerging talents in the school community.
- Challenge all in the school to reach their next goal, instilling a strong sense of accountability.
- Act as an effective role model, promoting exemplary behaviour across the school community.
- Demonstrate good strategic abilities to ensure the optimum use of resources in leading the school to provide effective child-centred learning.
- Challenge and learn from the wider community in order to provide leadership and management, recognising the individual benefits and culture of our school..

Oaklands Infant School is committed to safeguarding children; the successful candidate will be subject to an enhanced Disclosure & Barring Service check.

