



**LADY ZIA WERNHER SCHOOL**

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# **HEADTEACHER APPLICATION BROCHURE**



**Ashcroft Road • Luton • Bedfordshire • LU2 9AY**

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**Together, Sharing the journey of Learning**



# LADY ZIA WERNHER SCHOOL

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# LADY ZIA WERNHER SCHOOL

Ashcroft Road  
Luton  
Bedfordshire  
LU2 9AY

Interim Head Teacher – Debbie Foolkes  
Telephone: 01582 728705

Dear Applicant,

On Behalf of the Governors of Lady Zia Wernher School, we thank you for your interest in the role of Headteacher. Within the school brochure, you will find some background and history to the school; with the application pack, you will find a job description and person specification that will help you understand the skills and attributes required for the position

The post has become vacant following the retirement of our Headteacher after a successful number of years at the school. In the interim, we have successfully engaged the head teacher from Woodlands special secondary school, who is managing the school and making necessary changes, working towards better outcomes for the pupils and better working relationships between both schools. Team working is the critical ingredient to the success of Lady Zia Wernher School.

The school has been going through a process of change, with the Senior Leadership Team structure as well as the staff structure with increased level of responsibilities.

In addition, we have recently extended the front of the school to establish a secure waiting area for visitors. We have also completed an extensive redecoration project around the school, most of which is due to be completed by the end of the Easter holidays.

We are looking to appoint a Headteacher who will lead our school with both a vision for the future and enthusiasm for the traditions and ethos that have ensured the success of our school.

You will be committed to monitoring and improving the quality of teaching and learning as well as have a keen insight into the effective management and budgeting of the school finances. You will be someone who can maintain strong links within the community and engage well within the school and with parents.

When considering your application, we will be looking for evidence of the positive impact you have made in your current or previous posts in strategic planning, knowledge of safeguarding and development of staff teams and performance data analysis.

We highly recommend and encourage you to visit our school and spend some time with the pupils and staff. Please contact the Business Manager, Vikki Hayward on 01582 728705 or by email [haywardv@ladyziawernher.primaryluton.co.uk](mailto:haywardv@ladyziawernher.primaryluton.co.uk) to arrange a mutually convenient time. We look forward to receiving your application.

Kind Regards,

Cathy Mingo and Noreen Walsh  
Co-Chairs of Governors, Lady Zia Wernher School

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# LADY ZIA WERNHER SCHOOL

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## SCHOOL HISTORY

Our school is steeped in history and we are very proud of our connection with the Wernher family of Luton Hoo.

Sir Julius and Lady Alice Wernher purchased Luton Hoo in 1903. Their son Harold married Countess Anastasia de Torby, known as Zia, daughter of Grand Duke Michael Mikhailovich of Russia. Lady Zia was a trained nurse and helped care for her niece who was disabled and she had a close connection with many local groups for disabled. Lady Zia was also President of the St. John Ambulance Brigade for Leicestershire and later it's Assistant Lady County Superintendent.

In the early 1960's, the Spastic Society (now called 'Scope') embarked on a fundraising project to raise £53,000 to build a centre for disabled children in Luton.

In 1963 Sir Harold and Lady Zia held a Midsummer Fete at Luton Hoo with chief guest Harold Macmillan to raise funds for the project. Without the support of the Wernher family the project would not have been possible. It was decided to name the new centre "The Lady Zia Wernher Centre for Spastic Children"



In 1972 the Local Education Authority took over the centre and it became known as Lady Zia Wernher School.

To the present day, the descendants of Lady Zia support the school and make regular donations.

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# LADY ZIA WERNHER SCHOOL

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## OUR AIMS

- To enable all pupils to have access to a rich and varied curriculum that provides them with enjoyment, challenges and the ability to achieve
- To enable all children to enjoy their learning
- To enable all pupils to progress and to achieve in every facet of their education and life
- To work in partnership with families, sharing the journey of learning, together
- To ensure the children's achievements are recognised and celebrated by the community in which they live and society in general
- To meet the needs of all pupils and staff, regardless of racial origin, colour, religion, gender or orientation
- To promote respect between individuals by increasing their understanding of cultural diversity
- To give pupils opportunities to learn about their own and other cultures throughout the school curriculum

## THERAPY AND MEDICAL NEEDS

We have an experienced, well-resourced team consisting of:

Physiotherapists

Occupational Therapist

Full time School Nurse

PE Co-ordinator

Music Therapist

In addition, other services come into the school to run clinics throughout the year.

Therapy is fully integrated into every pupil's day. This is fundamental in ensuring that young people gain independent life skills and fulfil their potential.

Therapists communicate and work with parents and carers, giving them confidence in the personalised support children receive at Lady Zia Wernher School.

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# LADY ZIA WERNHER SCHOOL

## FACILITIES

The school and grounds provide a stimulating environment and children at Lady Zia Wernher School take part in various activities.



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## KEY FACTS AND STATISTICS

Type of School	Primary Community Special
Location	Luton
School Group	6
Age Range	3 - 11
Total Number of pupils	133 FTE
Number of pupils in EYFS	27 FTE
Number of Teachers	25
Number of Support Staff	122
OFSTED Report	Outstanding
Budget	£3m approx.
% of pupils entitled to pupil premium	20%
% of pupils EAL	45%
Year school founded	1963



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## OUTREACH

- We support academic achievement and personal achievement by removing barriers to learning for pupils with a physical impairment and associated medical care needs, and use a wide range of strategies to foster a culture of lifelong learning and independent living skills for all children
- We work in a flexible way to develop effective partnerships with children and their parents/carers, the SENCO/teachers and support staff and external professionals such as speech and language therapists, occupational therapists, physiotherapists and child and adolescent health services (CAMHS) to ensure that the school can meet a broad range of special educational needs

The LZW Outreach Team believes in achievement, ambition and progress for all children.

## TRAINING

The aim of the Training department is to deliver high quality courses that have an impact on the children, parents and wider community in order to make a difference to the quality of their lives.

Started in 1997, the training department has been very successful. In 2013, LZW received a large donation from the Wolfson Foundation to enable us to build a new purpose-built training facility.

Training is offered to staff, parents, carers, other schools and the wider community.

Training offered includes:

- Makaton
- Moving and Handling and Back Care
- Paediatric First Aid
- Emergency First Aid at Work
- Baby Massage
- IT courses





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## HEADTEACHER ADVERT

**Job start:** September 2017

**Salary:** L29 – L35

**Location:** Lady Zia Wernher School, Ashcroft Road, Stopsley, Luton, LU2 9AY

**Contract type:** Full Time

**Contract term:** Permanent

Due to retirement, the governors are seeking to appoint an energetic, talented, and values driven new Head Teacher to lead our already highly successful school through its next phase of development, in partnership with staff, governors, and parents.

Lady Zia Wernher School is an outstanding primary community special school educating children between the age of 3 and 11 years. The new Head will build on our substantial existing strengths and inspire and motivate the school to ongoing outstanding future success.

The school is well funded and very sound financially, being currently in receipt of place funding for 133 FTE children, all of whom have severe or profound and multiple learning difficulties, complex medical needs, or autistic spectrum disorder.

Our popular and friendly multi-ethnic school has a strong culture of providing a nurturing, learning environment where everyone feels valued.

Staff are well supported and their continuous professional development is strongly encouraged. We also place substantial importance and value on engagement with our parents and carers.

If you share our passion to deliver positive outcomes that continually transform the future of vulnerable children, this is your chance to make a real and lasting difference.

### **Our next Head will have:**

- Experience as a current School Leader within a Special Educational Needs setting with experience of successfully managing teams and managing change
- A natural and genuine ability to lead and manage all stakeholders with strong values of respect, empathy, fairness, openness, and honesty
- The proven ability to think strategically and the vision and commitment to build on the existing exciting developments within the school and to forge new paths



# LADY ZIA WERNHER SCHOOL

- Dynamic and inspirational leadership to challenge, motivate and empower staff and all other key stakeholders including the children, parents, and carers
- An in-depth knowledge and empathetic understanding of how children and young people with complex needs learn and make good progress
- The ability and enthusiasm to enable a learning environment that promotes high aspirations for pupils plus values and builds upon their emergent capabilities
- Extensive understanding, experience, and a record of accomplishment of success in managing all aspects of safeguarding children and staff

## **In return we offer:**

- The opportunity to develop your career in a financially, academically, and operationally successful school
- Strong partnership with a knowledgeable and supportive board of governors, all of whom are committed to your ongoing professional development
- A highly-skilled, professional, and motivated staff team
- Parents and carers who welcome partnership and share our high expectations
- Collaborative working practice with a wide range of stakeholders
- An innovative, bespoke curriculum

**Closing Date: 17 April 2017**

**Shortlisting Date: 20 April 2017**

**Interview Date: 24 April 2017**

For more information, please visit our website at [www.ladyziawernherschool.com](http://www.ladyziawernherschool.com) however, please be aware that our website is currently being re-designed. We highly recommend and encourage you to visit our school and spend some time with the children and the staff. Please contact the Business Manager Vikki Hayward on 01582 728705 or email [haywardv@ladyziawernher.primaryluton.co.uk](mailto:haywardv@ladyziawernher.primaryluton.co.uk) to make an appointment.

Lady Zia Wernher School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An enhanced DBS check will be required for the successful candidate.

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## JOB OVERVIEW

### Purpose

- To provide professional leadership and management of the school, its pupils, its staff and its premises, which will promote a secure foundation from which to achieve high standards in all areas of the school's work

### Accountability

- To be accountable to the governing body and the LA for the overall performance of the school and its day to day operation

### Teaching and Learning

- To implement and develop the whole curriculum agreed with the governing body
- To develop, monitor, evaluate and improve the quality of teaching for all pupils
- To ensure achievement is maintained and improved and that challenging and motivating targets are set for individual pupils and the school
- To develop leading edge, evidence based practice which addresses a range of barriers to learning

### Relationships

- To establish, develop and maintain professional and productive working relationships with the governing body, pupils and parents/carers, local authority, other schools in the authority and businesses in the community

### Staff Management

- To facilitate and support teaching and learning through maintenance and development of a high quality physical and learning environment
- To ensure staff are aware of the priority of pupil safeguarding and that training and school procedures reflect this importance.
- Through professional development, to ensure all staff understand the mission and ethos of the school, its current aims and objectives and their role in making sure they are fulfilled

### Strategy and Leadership

- With governing body and other key stakeholders, to develop an agreed strategic plan for the school that includes short, medium and long term targets and which is based upon secure and robust financial/resources planning
- To work with the LA and special heads strategic group to implement the inclusion strategy
- To take a lead in the development of services to children with severe and profound disabilities in liaison with the LA
- To continue development of the outreach service to promote and support the development of inclusive educational practices within mainstream settings



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## Resources and Management

- To be responsible for financial management which includes integration of financial planning and strategic and curriculum planning; implementation and maintenance of secure procedures and systems and adherence to all local and national financial standards and regulations
- To recruit, retain, reward and motivate staff who will meet high standards and achieve the objectives of the school

## Interpersonal Skills

- To develop a flexible leadership and management style that is consistent with the ethos and culture of the school
- In consultation with the post-holder this job description is subject to the review from time to time

## Safeguarding Pupils

- To ensure the safety and welfare of pupils
- Be committed to safeguarding and promoting the welfare of all pupils
- Advise the governors on appropriate policies and devise and implement procedures to ensure the safety and wellbeing of pupils
- Ensure that all staff have access to formal training and advice on child protection and safeguarding
- Work collaboratively with other agencies to protect children and share information where appropriate

**The duties of the Headteacher include those outlined in the Conditions of Employment of Headteachers published within the School Teachers Pay and Conditions Document.**

**The Headteacher shall also be subject to the expectations set out in the National Standards of excellence for headteachers.**



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## PERSON SPECIFICATION

### Qualifications

- Qualified Teacher Status or Post Graduate Certificate of Education
- First or second class (hons) Degree (desirable)
- Evidence of significant and continuing professional development
- Completed / Studying for NPQH status (desirable)
- Positive and supportive references
- Postgraduate training in SEN (desirable)

### Experience

- Leadership in SEN setting
- Teaching in a specialist or SEN setting with experience of the primary phase
- Management position and responsibilities within a primary phase context, with proven experience of the creation of effective teams
- Teaching across age range or phase of school and an exemplar teaching practitioner and role model. Proven experience of successful school leadership
- Currently employed on the Leadership Grade (desirable)
- Experience of working in partnership with other schools (desirable)
- Experience of working with children with special educational needs (desirable)
- Experience of teaching in a multi-cultural environment (desirable)
- Experience of teaching pupils for whom English is not their first language (desirable)



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## Knowledge, Skills and Abilities

- Knowledge and understanding of outstanding SEN classroom practise
- Understanding of local and national issues relating to SEN (desirable)
- Ability to improve the quality of learning and teaching including by the effective use of new technologies
- Understanding of principles, and demonstrable ability to apply school improvement strategies
- Ability to access, analyse and interpret pupil performance data to monitor progress and identify areas for improvement
- Ability to motivate, develop and inspire staff and to manage change to support whole school improvement, including by the effective use of performance management
- Ability to articulate a clear vision for the school, develop coherent strategies to support this vision, create consensus and lead implementation of plans and monitor, evaluate and review their effects.
- Ability to communicate effectively with pupils, parents, partners and governors
- Ability to embrace and develop inclusion and diversity

## Attributes

- Ability to manage and make effective use of resources, including financial resources
- Ability to assimilate and analyse information and make effective judgements including when under pressure
- Ability to be an effective member of the school team and provide appropriate leadership





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## Competencies

Ability to keep pupils and staff safe. This includes demonstrating the following:

- Appropriate motivation to work with children
- Ability to form appropriate relationships with children
- Emotional resilience in working with challenging behaviours
- Appropriate attitudes to use of authority and maintaining discipline

## School-Specific

- Commitments to the removal of barriers to learning that are presented by disadvantage and deprivation
- Experience of working with vulnerable children and families
- A commitment to engaging parents and other stakeholders in order to ensure that the school is seen as being at the heart of our community (desirable)
- Experience of and ability to manage extended day activities (desirable)

*'The School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (previously CRB).'*