



Beaupré
COMMUNITY PRIMARY SCHOOL

Headteacher Application Pack



Closing Date: Wednesday 17th May at 09.00

Email: office@beaupre.cambs.sch.uk

Website: beaupreprimary.co.uk

Beaupre Community Primary School

Church Drove, Outwell, Wisbech, Cambridgeshire, PE14 8RH





Contents

Advertisement	3
Letter from Chair of Governors	4
Letter from School Business Manager	5
Living in West Norfolk	6
About Beaupré school	8
The Cambridgeshire Context	10
Job Description	11
Person Specification	14
Application and Selection Process	16
Key Dates	16



Church Drove, Outwell, Wisbech, Cambs PE14 8RH Tel: 01945 772439 Email: office@beaupre.cambs.sch.uk
Web: www.beaupreprimary.co.uk Headteacher: Mr Owen Rhodes

HEADTEACHER
required for September 2017
(possible January 2018 start by negotiation)
[ISR L15 – L21]
NOR 205

Beaupré Community Primary School is looking for a highly skilled, inspiring Headteacher to join our thriving, exciting school which was judged by Ofsted to be Good with Outstanding features in July 2014.

Are you seeking a challenge and an opportunity for professional development in a friendly village school? If so, we have the opportunity for you. The successful candidate should have the ambition and ability to continue to develop the school

We are looking for a Headteacher who is:

- ❖ Able to build on our school motto: *Communication, Ownership, Growth, Success*
- ❖ A strong, sensitive and visionary leader
- ❖ Committed to providing a high quality education for all pupils
- ❖ Able to inspire, challenge and support colleagues
- ❖ Able to work positively with all stakeholders

We can provide:

- ❖ A flourishing, exciting and continually developing school learning environment
- ❖ A supportive and dedicated team of staff, governors and parents
- ❖ Children who are enthusiastic, committed to learning and enjoy school
- ❖ Continuing professional development, support, challenge and career development opportunities

This post provides an attractive development opportunity for an existing Headteacher, experienced Deputy Headteacher or Assistant Headteacher.

Visits are warmly encouraged so that you can experience for yourself the opportunities our school can provide for you. To arrange a visit please contact the School Business Manager, Mrs Haynes on 01945 772439 or email office@beaupre.cambs.sch.uk.

Closing date for applications: 9.00am Wednesday 17th May 2017

Interviews will take place on Wednesday 24th and Thursday 25th May 2017

Beaupré School has a commitment to safeguarding and promoting the welfare of children and require all staff and volunteers to demonstrate this commitment in every aspect of their work. Offers of employment are subject to a satisfactory enhanced DBS disclosure and other employment checks.





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Web: www.beaupreprimary.co.uk Headteacher: Mr Owen Rhodes

April 2017

Dear Prospective Candidate

Thank you for expressing an interest in the post of Headteacher at Beaupré Community Primary School. I believe this is an exciting opportunity for the right person who has effective leadership skills and the necessary vision and motivation to build on the successes of the current Headteacher, and to continue the work of raising the standards of achievement for all pupils at Beaupré.

Beaupré is a lovely community primary school in the popular semi-rural village of Outwell which sits on the border between West Norfolk and Cambridgeshire.

At our last Ofsted inspection Beaupré was rated as a good school and over the last couple of years we have continued to move forward building upon that solid foundation. We are now at an exciting stage of our development and are looking for the right individual to lead the school to become an outstanding school.

Recently the governing body explored both the option of federating with our neighbouring village primary school and the benefits of joining an academy trust. As a result of these investigations the school governors have concluded that they are happy to continue with the school's steady growth under the control of Cambridgeshire County Council.

We are very proud of our strong and positive relationship that we have with our parents and supportive local community. I would recommend that you come and visit Beaupré where you will meet our friendly children and staff who have a strong commitment to the continued development of their school.

I look forward to receiving an application from you and to meeting you.

Beaupre School has a commitment to safeguarding and promoting the welfare of children and require staff to demonstrate this commitment in every aspect of their work.

Yours Sincerely

Graham Mayer - Chair of Governors





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Web: www.beaupreprimary.co.uk Headteacher: Mr Owen Rhodes

April 2017

Dear Prospective Candidate

Thank you for your interest in the post of Headteacher at Beaupré Community Primary School. The Governing Body hope that you will find the information contained in the application pack helpful and would also like to encourage you to visit the school in advance of shortlisting and interviews. Please telephone or email the office to arrange a convenient appointment.

This pack gives you information about the school, the locality and Cambridgeshire County Council as well as the application form. Please pay particular attention to the person specification for the post when filling in the form and writing your supporting letter, including wherever possible the impact of your work in your current and any other relevant roles. This is the information the governors will use to decide whether to invite you to interview.

Please view our website for further information about our school: www.beaupreprimary.co.uk

For a copy of our Raising Achievement Plan, please contact the school office: office@beaupre.cambs.sch.uk

Should you require any further information please do not hesitate to contact the school office.

Applications should be returned to EPM Ltd [Headships], St John's House, Spitfire Close, Ermine Business Park, Huntingdon, Cambridgeshire, PE29 6EP or emailed to headship@epm.co.uk.

The closing date for applications is 9.00am on Wednesday, 17th May, 2017. Shortlisting will take place on the morning of May 18th and you will be notified of the Panel's decision that afternoon whether or not you are invited to interview.

Interviews will take place on Wednesday, 24th May and Thursday, 25th May 2017.

Beaupré Community Primary School has a strong commitment to safeguarding and promoting the welfare of children. All staff, whether paid or voluntary, are required to demonstrate this commitment in every aspect of their work. The Headteacher will be expected to uphold this commitment at all times and ensure that processes and practice are exemplary. This post requires a full disclosure DBS check and satisfactory references.

Yours sincerely

Mrs Julie Haynes
School Business Manager





Beaupré
COMMUNITY PRIMARY SCHOOL

Living in West Norfolk

Beaupré Community Primary is located in the picturesque village of Outwell, on the western edge of Norfolk.



Outwell is located 18 miles south west of King's Lynn and only 5 miles from Wisbech, 8 miles from Downham Market and 11 from March. Both Downham Market and March have good rail links to Cambridge (30 minutes) and London King's Cross (1h 45m). The A47 is only 4 miles from the village which provides good links to Norwich and Peterborough, both of which are vibrant cities with lots to offer.

Outwell is very much a thriving village with many local events organised by the local community. There are many groups which run activities in the village for a range of ages including coffee mornings and toddler groups. There are also sporting opportunities including; ladies running club, bouldering and football teams. As well as regular activities the village holds annual events such as firework display and a summer festival, these are always well attended. All of these activities and events make for a strong community spirit. Amenities in the village include convenience stores, post office, garage, pub, restaurant and various take-aways. Running through the village is Welle Creek, adding to the picturesque scenery through the centre of the village.



St Clements Church in Outwell is of significance as it has many important historic features, including 12 unique carvings in the roof of the nave which have excited historians since their recent "rediscovery" three years ago. The church has worked hard to gain funding to restore these important features.

West Norfolk and Fenland are incredibly diverse and suit a wide variety of activities for a range of ages. The historical town of King's Lynn and the surrounding area offers many activities and attractions. Throughout the summer months many different events are held, specifically in King's Lynn town centre, from Classic car shows to children's events. The Sandringham Estate and the North Norfolk Coast are all within easy reach of Outwell.

Outwell is also in close proximity to Ely and Cambridge which offers an incredibly diverse range of food, arts and culture.

The housing market in West Norfolk is extremely affordable with the average price of a property being £188,204, Fenland even more so with an average property price of £162,473. Outwell and much of the surrounding area is currently undergoing a rise in new build properties. These along with the some of the original Edwardian and Victorian properties offer a diverse option to suit most housing tastes.



Beaupré
COMMUNITY PRIMARY SCHOOL

Beaupré Community Primary School

Beaupré Community Primary School is situated in the beautiful village of Outwell. A 10 minute drive from the historical market town of Wisbech. The school has 7 classrooms, including a large outdoor area for the foundation stage. The School has ample grounds – an adventure playground, spacious playing field, a dipping pond, a large woodland area ideal for nature trails, trim trail equipment and tyre play system.



The Headteacher's and Teacher's of the Wisbech Schools Partnership meet regularly to foster relationships and there are combined training and development opportunities for children, staff and governors. During the year there are many co-operative ventures e.g. music, sport and drama.

The Senior Leadership Team currently consists of the Headteacher, a Deputy Headteacher and an Assistant Headteacher. The Leadership and Management Team meet weekly and have weekly non-contact time to fulfil their responsibilities. Staff meetings are also held once a week.

We have a school team of experienced, enthusiastic and committed teachers all supported by full time teaching assistants. All teaching staff are involved in curriculum development and have co-led curriculum responsibilities which extend across all years.



We encourage staff development in line with the needs of the school and have teachers and teaching assistants who have developed into leadership and management roles within the school and some who have progressed to promotion elsewhere or remain in our school. Regular release time is arranged to allow for the aspects of subject leadership responsibilities which need to be undertaken while the children are in session.



Throughout the school we recognise we are all learning and we aim to maintain a happy and secure atmosphere for children, which continue to foster the care and trust of home. We encourage the children to grow in independence and develop positive attitudes such as sharing, tolerance, respect for others' ideas and taking turns. The expectations we have of our children are high and we encourage our children to have high expectations of themselves. We have a creative curriculum, to stimulate children's interest in learning. Each child is accepted as an individual with different strengths, needs and interests. Pupils come from a variety of backgrounds and countries with a small proportion of children with English as an additional language. Each child's contributions are valued and their achievements celebrated. Our last Ofsted inspection recognised this and awarded us with Outstanding for our behaviour.

We provide a bright, modern environment for all our children. The classrooms are well equipped and arranged so that children have easy access to the materials and equipment they need. Wherever possible children are given opportunities to make choices and learn from first hand experiences. All classrooms have interactive whiteboards and there are laptop trolleys available, providing 60 laptops and 30 iPads for use by children in the classroom. In addition to the classrooms there is a dedicated children's kitchen and a recently refurbished Library.



We teach the full range of National Curriculum subjects. Activities are planned in themes where appropriate and are differentiated to deepen and extend children's understanding across the curriculum. This is undertaken through the challenge of the tasks set and materials offered, and through the guiding roles of all adults. Relevant skills, concepts and knowledge are introduced in meaningful situations and ICT is embedded throughout the curriculum. Children's progress is tracked using SIMS, with

intervention/challenge and planning adjustment arising from these assessments and tracking. Termly parent consultation meetings use these records and progress monitoring to discuss targets with parents.

The school offers a wide range of activities including a Breakfast club as well as lunchtime and after school clubs. The range of clubs depends on the strengths and interests of the staff. Teaching Assistants also have the opportunity to lead Library club and sporting events.



Great importance is placed on good home/school liaison. We encourage parents to participate in their children's learning both at school and home. Parents are invited to events, celebrations, productions, parent evenings and class assemblies. Parents are also welcomed as helpers in the classrooms and to the curricular visits outside school. During the year parents are invited to a range of informative meetings and workshops about the work of their children's learning.

There is a vibrant Parent Teacher Association, well-supported by parents. Activities are mainly fund-raising but include some social events. These include Christmas Fair; Christmas shopping event for children; Summer Fair; termly disco for the children; Y6 leavers' day and presentation photo and hoodies. A considerable amount of money has been raised in recent years and this is spent on much appreciated extras for the children including creation of the school pond, climbing wall, friendship bench and an outside classroom.



The Cambridgeshire Context

Cambridgeshire is the fastest growing county in the country and one of the main economic drivers for the UK.

The 0-19 population of Cambridgeshire is expected to increase by 18.5% between 2016 and 2036, although not evenly across the county. Cambridge City is expected to grow by 12.3% over this period, while South Cambridgeshire is facing an increase of 29.4%.

There are around 137,800 children and young people under the age of 18 years living in the county, which represents 21% of the total population. The levels of free school meals is lower than the national averages. Nationally 14.5% of primary pupils and 13.2% of secondary pupils are eligible; across Cambridgeshire the levels are 9.8% and 8.3% respectively.

Children and young people of school age from minority ethnic groups account for 12.2% of primary pupils and 9.4% of secondary pupils - compared with 31.4% and 27.9% respectively for the country as a whole. Locally the largest minority ethnic group is Asian (3.8% of school-aged children). Travellers of Gypsy Roma and Irish heritage account for 0.7% of the school age population compared with a national average of 0.4%.

Cambridgeshire is a relatively prosperous county. Our children generally have above average health, educational attainment and life chances. However there are pockets within the county where deprivation levels exceed or equal the national average, particularly in parts of Wisbech, Huntingdon North and the north east of Cambridge City. A particular feature of Cambridgeshire is that deprivation is spread widely across the county. 65% of children living in low income families live in our more affluent areas.

Cambridgeshire County Council's Equality Pledge

"We believe in the dignity of all people and their right to respect and equality of opportunity. We value the strength that comes with difference and the positive contribution that diversity brings to our community. Our aspiration is for Cambridge and the wider region to be safe, welcoming and inclusive."

Cambridgeshire County Council's Equality Objectives

- We will promote equality and inclusion and celebrate diversity through engagement between the council, communities, groups and individuals
- We will promote equality and inclusion through fair and accessible services
- We will promote equality and inclusion within our workforce, our Members and through our employment and procurement practices
- We will lead from the front, by promoting and celebrating diversity across Cambridgeshire County Council

JOB DESCRIPTION

Post Title:	Headteacher
Responsible to:	Governing Body
Salary:	ISR: L15 - 21

Beaupré School is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment in every aspect of their work.

Purpose of the Job:

The Headteacher of Beaupré Community Primary School will ensure that the school's aims are implemented in accordance with the Raising Achievement Plan and other strategic plans and the policies of the Governing Body.

The Headteacher is required to monitor, evaluate and review the impact of policies, priorities and objectives for improvement and take timely and effective action.

The Headteacher must provide leadership and management of the school and promote a secure foundation from which to achieve the highest possible standards in all areas of the work of the school.

The Headteacher will carry out his/her professional duties in accordance with and subject to the National Conditions of Employment for Headteachers and relevant education and employment legislation.

The Headteacher will endeavour at all times to meet the Department for Education's National Standards of Excellence for Headteachers, 2015.

Core Purpose of the Headteacher

The core purpose of the Headteacher is to provide professional leadership and management for the school. This will promote a secure foundation from which to achieve high standards in all areas of the school's work.

To gain success a headteacher will:

- effectively manage teaching and learning
- promote excellence, equality and high expectation for all pupils
- provide vision, leadership and direction
- evaluate school performance and identify priorities for continuous improvement
- deploy resources to achieve the school's aims
- carry out day-to-day management, organisation and administration
- secure the commitment of the wider community, and
- create a safe and productive learning environment which is engaging and fulfilling for all pupils
- work effectively with the school's Governing Body.

Improving the Life Chances of Children and Young People

Working with the governing body to develop a staff who have the necessary skills and knowledge to promote equality, respect diversity and challenge stereotypes to promote the rights of children and young people. Also to recognise the role parents, carers and families play in helping children and young people succeed and thrive through being healthy; staying safe; enjoying and achieving; making a positive contribution and achieving economic well-being.

The Headteacher will ensure that staff:

- Listen, question and respond to what is being communicated by children, young people and those caring for them
- Demonstrate knowledge of the physical, intellectual, linguistic, social and emotional growth and development of babies, children and young people
- Recognise when a child or young person may not be achieving their developmental potential or their health may be impaired and be able to identify sources of help for them and their families
- Understand the impact on a young person of transitions they may be going through
- Work successfully on a multi-agency basis and to be clear about the role of the Headteacher and the roles of other professionals
- Adopt the right approach to information sharing by following the correct procedures and by ensuring that the child or young person, parent or carer understands the process

Shaping the Future

Working with the governing body and others to create a shared vision and strategic plan which inspires and motivates pupils staff and all other members of the school community and to develop the ethos of the school linked to its core aims and values,

The Headteacher will:

- Think strategically, build and communicate a coherent vision in a range of compelling ways
- Inspire, challenge, motivate and empower others to carry the vision forward
- Model the values and vision of the school

Leading Learning and Teaching

Responsibility for raising the quality of teaching and learning and for pupils' achievements within a successful learning culture.

The Headteacher will:

- Demonstrate personal enthusiasm for and commitment to the learning process
- Demonstrate the principles and practice of effective teaching and learning
- Access, analyse and interpret information
- Initiate and support research and debate about effective learning and teaching and develop relevant strategies for performance improvement
- Acknowledge excellence and challenge poor performance across the school

Developing Self and Working with Others

To develop effective relationships and communication which underpin a professional learning community that enables everyone in the school to achieve.

The Headteacher will:

- Foster an open, fair, equitable culture and manage conflict
- Develop, empower and sustain individuals and teams
- Collaborate and network with others within and beyond the school

- Challenge, influence and motivate others to attain high goals
- Give and receive effective feedback and act to improve personal performance
- Accept support from others including colleagues, governors and the Local Authority

Managing the Organisation

To provide effective organisation and management of the school and seek ways of improving organisational structures and functions based on rigorous self-evaluation.

To ensure that the school and the people and resources within it are organised and managed to provide an efficient, effective and safe learning environment. This includes adhering to safe employment procedures which place the safety of children and young people at the heart of all practices. The Headteacher, working with the Governing Body, will provide a safe environment for pupils, staff and members of the school community.

To build a successful organisation through effective collaboration with others.

The Headteacher will:

- Establish and sustain appropriate structures and systems
- Manage the school efficiently and effectively on a day-to-day basis
- Delegate, management tasks and monitor their implementation
- Prioritise, plan and organise themselves and others
- Make professional, managerial and organisations decisions based on informed judgements
- Think creatively to anticipate and solve problems
- Be Lead Designated person for Safeguarding and Child Protection and Prevent ensuring the safety of Adults and Children
- Take overall responsibility for the management of the school's financial resources
- Determine short, medium and long term priorities for the school having regard to any financial implications and the ability to meet these from foreseen income

Securing Accountability

The Headteacher is legally and contractually accountable to the governing body for the school, its environment and all its work. The Headteacher also must fulfil the wider accountabilities in relation to pupils, parents, carers, the Local Authority and other relevant groups.

The Headteacher will:

- Demonstrate political insight and anticipate trends
- Engage the school community in the systematic and rigorous self-evaluation of the work of the school and work closely with the Governing body to ensure that effective school self-evaluation informs school improvement priorities.
- Collect and use a rich set of data to understand the strengths and weaknesses of the school
- Combine the outcomes of regular school self-review with external evaluations in order to develop the school

Strengthening Community

The Headteacher will engage with the internal and external school community to secure equity and entitlement. This includes collaborating with other schools and with parents and carers and other agencies for the well-being of all children and developing extended services to meet the needs of the community.

The Headteacher will:

- Recognise and take account of the richness and diversity of the school's communities
- Engage in a dialogue which builds partnerships and community consensus on values, beliefs and shared responsibilities
- Listen to, reflect and act on community feedback
- Build and maintain effective relationships with parents, carers, partners and the community, that enhance the education of all pupils.



Post: Headteacher

Person specification

Please address the person specification when completing your application, stating the impact of your work to date to demonstrate that you fulfil the criteria for invitation to interview.

	Essential	Desirable	Assessed: AF: application form I: Interview P: presentation
Qualifications			
Qualified Teacher Status	*		AF
Degree or equivalent	*		AF
National Professional Qualification for Headship (NPQH)		*	AF
Accredited school leadership and management training		*	AF
Higher Degree		*	AF
Qualities and Knowledge			
Demonstrate optimistic personal behaviour and positive relationships	*		I/P
Lead by example with integrity, creativity, resilience using personal expertise and skills and drawing on those of others	*		AF/I/P
Communicate the school's vision and drive strategic leadership to secure continued school improvement	*		AF/I/P
Pupils and Staff			
Create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge	*		AF/I
Hold all staff to account for their professional conduct and practice; ensure weak practice is improved and good practice is shared	*		AF/I
Secure excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice	*		AF/I
Lead curriculum design and development, delivering rich curriculum opportunities	*		AF/I
Demand ambitious standards for all pupils, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes	*		AF/I

Systems and Process			
Ensure that the school's systems, organisation and processes are efficient and fit for purpose	*		AF/I/P
Provide a safe, calm and well-ordered environment for all pupils and staff, focused on safeguarding pupils and developing their exemplary behaviour in school and in the wider society	*		AF/I
Welcome strong governance and actively support the governing body to set school strategy and hold the headteacher to account for all aspects of the school's performance	*		AF/I
Distribute leadership throughout the organisation, ensuring all staff have clear roles and responsibilities and are held to account	*		AF/I
The Self-Improving School System			
Work in partnership with local schools and services to champion best practice and secure excellent achievements for all pupils	*		AF/I
Shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff	*		AF/I
Inspire and influence others - within and beyond schools - to believe in the fundamental importance of education in young people's lives and to promote the value of education	*		AF/I



Application and Selection Process

- The vacancy is for a Headteacher to start in September 2017 (possible January 2018 start by negotiation)
- The salary will be within the individual School Range (L15 – L21)
- Application form should be completed with reference to the job description and person specification
- The selection panel will take into consideration the qualifications and skills of each applicant as well as experience and personal attributes.

Key Dates

Visits to the school are warmly encouraged between Wednesday 19th April – Tuesday 16th May 2017. Please contact the Mrs Julie Haynes School Business Manager to arrange an appointment on 01945 772439 or email office@beaupre.cambs.sch.uk

Closing date for applications: Wednesday 17th May at 9.00am
Any applications received after this date or late by email will not be accepted.

Shortlisting of applicants: Thursday 18th May. Candidates chosen for the shortlist will be notified as soon as possible thereafter. Unsuccessful applicants will also be notified.

Interviews: Wednesday 24th May or Thursday 25th May 2017

Panel Decision: Thursday 25th May 2017

An application form can be downloaded from this web page.

Please return your completed application to

Education Personnel Management Limited (Headships)
St John's House
Spitfire Close
Ermine Business Park
Huntingdon
Cambs
PE29 6EP

Or via email to headship@epm.co.uk

Further Information

If you have any further queries or for an informal chat please contact Mr Graham Mayer, Chair of Governors via Mrs Julie Haynes - the school office.