



CANNON PARK PRIMARY SCHOOL

Head Teacher Candidate Information





Friday 17th November 2017

Cannon Park Primary School
Bransford Avenue
Coventry CV4 7PS

Dear Applicant,

On behalf of the Governors we are delighted that you have shown an interest in the vacancy we have for Headteacher of Cannon Park Primary School. We hope that you consider making a formal application for the post. Cannon Park Primary School is a well-loved community school situated in the south of the city of Coventry. Our links to the University of Warwick and the diversity of the homes and communities around us, make us a hub of what we believe the very best of primary school experiences can offer. Our children forge friendships with people from all over the world, with every family background imaginable, and we are very proud of the community that is fostered here, where diversity and mutual flourishing are celebrated.

We are seeking to appoint a highly motivated, energetic and dynamic leader to join us. We are an Ofsted rated 'good' school with the driving ambition to become an outstanding school. We are looking for an inspirational Headteacher who will not only maintain the schools current standard but lead it to becoming outstanding. We need an individual with the drive and passion to ensure that all children achieve their full potential, combined with strong leadership, management and interpersonal skill.

Visits to the school are warmly welcomed and you are invited to attend on the mornings of 23rd or 30th November. Please call the school on 024 7641 4683 to let us know you are coming.

Further information is available on the school website: www.cannonpark.coventry.sch.uk/

We look forward to receiving your application.

Yours sincerely

Kate Pearson

Stuart Davoile

Co-Chairs of Governors.

CANNON PARK PRIMARY SCHOOL

Advert

HEADTEACHER

Group 2, Salary range 16 to 21

Required for April 2018 or earlier.

Are you the inspirational ambitious leader who can take our popular and expanding school forward? If so, the children, staff and Governors of Cannon Park Primary School would like to meet you.

We are seeking to appoint a highly motivated, energetic and dynamic person to join us.

We offer:

- Well behaved, keen learners.
- A dedicated and talented team of staff who are committed to maintaining high standards.
- A diverse school community in an attractive location, near the University of Warwick
- A supportive and active parent and community partnership.

What we want from you:

- An individual with the drive and passion for ensuring that all children achieve their full potential, combined with strong leadership, management and interpersonal skills.
- A passion for innovative leadership of teaching and learning.
- A desire to take on the challenges created by the changing face of primary education.
- An ability to build relationships with parents, other schools and the wider community.

We encourage you to call us on 024 7641 4683 to arrange an informal visit to our school.

We will be welcoming visits on the mornings of 23rd and 30th November.

Further information is available from: www.cannonpark.coventry.sch.uk/

Closing date for applications is midnight Sunday 10th December and provisional interview dates are 19th and 20th December.

Cannon Park Primary School is committed to safeguarding and promoting the welfare of children, and expects all staff to share this commitment. An enhanced DBS check will be sought before appointment.



CANNON PARK PRIMARY SCHOOL

School Information

We hope that following information will give you an insight into our school. It is the intention of the governors and staff to 'encourage excellence' for all of our children. We strive for all of the children to reach their full potential.

We are a popular 1 form entry school that has a very special family feel.

Our Vision Statement

At Cannon Park we:

Encourage Excellence and Enjoyment by:

Being our BEST

CARING for ALL

In a SAFE environment.....everyday!

Governing Body

We have a full complement of governors. They are extremely hard working and dedicated that work closely with the school. They provide challenge and support and are determined that all aspects of provision will be of the highest standard.

Parents



We aim to keep parents fully informed about the school. The Head Teacher writes weekly newsletters, giving information about events and activities. All important documentation can be found on our website at www.cannonpark.coventry.sch.uk

We see it as important that parents can talk to the Head Teacher and staff at any time. Therefore, we operate an 'open door' policy.

In addition, there are regular occasions throughout the year when parents are formally invited in to discuss their children's work, progress and welfare.

Curriculum and Organisation

We aim to provide a broad and balanced curriculum that values all aspects of learning. We strive for it to be rich and exciting for the children.

Organisation

All of the children are grouped in classes of mixed ability - in curriculum year groups.

Sporting Provision



The school provides a range of sporting activities through the curriculum. In addition, there is a wide range of extra curricular activities run by the staff and external providers.

The Sports Premium Grant has been used to up-skill teachers and enable the children to access more competitions. We also employ sports leaders during our lunchtimes to keep the children active.

Teaching Times

Mornings 8.55 am to 12.00 pm

Afternoons 1.00 pm to 3.30 pm

Within the above sessions, we have a daily act of worship and a morning playtime. Key Stage 1 also has an afternoon playtime.

Ethos and Values

We have a Learning Mentor who supports the individual and pastoral needs of children and families.



We have recently adopted the 'ENGAGE' sporting values as our school values. These are:

Teamwork

Respect

Integrity

Enjoyment

Discipline

These values are used across the life of the school.

Some of the things said about our school by the parents:

"Family community, friendly and approachable staff."

"Cannon Park is a safe and happy school, my child enjoys each and every day."

"The education at school is fantastic and the help and support my children receive is brilliant."

CANNON PARK PRIMARY SCHOOL

Job Description

Qualities and knowledge

1. Hold and articulate clear values and moral purpose, focused on providing a world-class education for the pupils they serve.
2. Demonstrate optimistic personal behaviour, positive relationships and attitudes towards their pupils and staff, and towards parents, governors and members of the local community.
3. Lead by example - with integrity, creativity, resilience, and clarity - drawing on their own scholarship, expertise and skills, and that of those around them.
4. Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development.
5. Work with political and financial astuteness, within a clear set of principles centred on the school's vision, ably translating local and national policy into the school's context.
6. Communicate compellingly the school's vision and drive the strategic leadership, empowering all pupils and staff to excel.

Pupils and staff

1. 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.
2. Secure excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and pupils' well-being.
3. Establish an educational culture of 'open classrooms' as a basis for sharing best practice within and between schools, drawing on and conducting relevant research and robust data analysis.
4. Create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.
5. Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning.
6. Hold all staff to account for their professional conduct and practice.

Systems and process

1. Ensure that the school's systems, organisation and processes are well considered, efficient and fit for purpose, upholding the principles of transparency, integrity and probity.
2. 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.
3. Establish rigorous, fair and transparent systems and measures for managing the performance of all staff, addressing any under-performance, supporting staff to improve and valuing excellent practice.
4. Welcome strong governance and actively support the governing board to understand its role and deliver its functions effectively – in particular its functions to set school strategy and hold the headteacher to account for pupil, staff and financial performance.
5. Exercise strategic, curriculum-led financial planning to ensure the equitable deployment of budgets and resources, in the best interests of pupils' achievements and the school's sustainability.
6. 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.

The self-improving school system

Headteachers:

1. Create outward-facing schools which work with other schools and organisations - in a climate of mutual challenge - to champion best practice and secure excellent achievements for all pupils.
2. Develop effective relationships with fellow professionals and colleagues in other public services to improve academic and social outcomes for all pupils.
3. Challenge educational orthodoxies in the best interests of achieving excellence, harnessing the findings of well evidenced research to frame self-regulating and self-improving schools.
4. Shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff.
5. Model entrepreneurial and innovative approaches to school improvement, leadership and governance, confident of the vital contribution of internal and external accountability.
6. Inspire and influence others - within and beyond schools - to believe in the fundamental importance of education in young people's lives and to promote its value.

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Personal Specification

	Essential/ Desirable	Shortlisting Aspect
Qualifications		
Qualified Teacher status	E	
The National Professional Qualification for Head teachers/further education study	D	
Evidence of further qualifications would be welcomed e.g. Degree Level qualification or other studies	D	
Experience		
Recent experience, ideally for more than three years, as a Head teacher, Deputy or Assistant Head teacher within the primary phase	E	S
Evidence of leadership and management in a specific phase or subject area or of a whole school aspect	E	S
Experience of working with a wide ability range including G & T and SEND pupils	E	S
Experience of working effectively with parents, governors and the wider community	E	S
Professional Development		
A record of continuous professional development that includes training in leadership and management	E	
Experience of delivering training and helping to co-ordinate the professional development of colleagues	E	
Commitment to ongoing professional development	E	
Knowledge and Skills		
A wide range of effective teaching and assessment methods	E	
Flexible leadership styles and management approaches	E	
Knowledge of all stages of schools work	E	
Knowledge of budgetary control	E	
Knowledge of safeguarding procedures	E	S

	Essential/ Desirable	Shortlisting Aspect
Knowledge of OFSTED inspections	E	S
Current educational developments and their implications for schools	E	
Knowledge of self-evaluation of the school and staff appraisal/performance management	E	
ICT skills relevant to leadership and sound knowledge of the role of ICT in teaching and learning across the curriculum	E	
School Improvement Planning	E	
Leadership and management		
Positive leadership qualities, coupled with an enthusiastic team approach to management that promotes and develops the existing team with a direct impact on pupil outcomes	E	S
To have a vision of the overall aims and direction of a successful school and be able to communicate these in order to inspire and motivate others	E	
To be able to provide evidence of good management, which incorporates detailed planning, successful implementation and effective monitoring and evaluation of strategies	E	S
To be able to access and analyse relevant data and use this information to set priorities and drive school policy and action	E	
To have secure knowledge of the statutory requirements and other relevant legislation	E	
To know how and when to consult with and engage the support of 'external agencies' such as the services provided by the Local Authority	E	
A commitment to equality of opportunity and inclusion	E	
A commitment to working with the Governing Body	E	
Learning and Teaching		
To have a good understanding of what contributes to successful learning and the ability to promote the most effective teaching strategies	E	
To have a good understanding of how assessment strategies are used to inform learning in order to help pupils make at least good progress	E	
To be able to maintain a school site that ensures the health and safety of staff and pupils and which presents a stimulating and attractive learning environment	E	

	Essential/ Desirable	Shortlisting Aspect
To have a clear understanding of what constitutes a broad and balanced curriculum that meets statutory requirements and which is sufficiently well differentiated and resourced to meet the needs of all pupils	E	S
To have an understanding of the development of the whole child and be able to promote creativity	E	
Additional skills and abilities		
A caring and understanding outlook	E	
The ability to relate positively to pupils, colleagues, parents, governors, the local community and others who contribute to the work of the school	E	
The ability to organise and manage work effectively i.e. being able to prioritise and organise tasks, make decisions and delegate when appropriate	E	
High expectations of pupils' learning, attainment and behaviour and of one's own professional abilities and those of colleagues	E	S