

# Fairstead Community Primary and Nursery School

## Headteacher Recruitment Pack

### Spring 2019



**Fairstead Community Primary & Nursery School**

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#### Welcome from our Chair of Governors

Thank you for your interest in the Head Teacher vacancy at Fairstead Community Primary and Nursery School. We hope this recruitment pack and our website provide you with enough information to get a feel for our school, and inspire you to apply for the post and, potentially, be the person who will lead us into the next stage of our development.

Our vision is to be an **outstanding school** which is respected, valued and supported by our pupils, their parents and carers, our staff and our community. We are looking for someone who will identify with this vision, who will recognise the pride we have in our school, staff and pupils, and who will lead us with drive and passion. The successful candidate will recognise the strengths of the school and have clear ideas about how to build on them to achieve even greater outcomes for our pupils and staff.

The following pages provide further information about our school, the post, the town of King's Lynn and the wider countryside that surrounds it. We look forward to receiving and considering your application.

Vicky Etheridge  
Chair of Governors





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#### About our school

Fairstead Community Primary & Nursery School was built 50 years ago to serve the new families that moved from London into the Fairstead Estate – one of several “London overspill” estates that were built around the edges of the town at that time.

Our pupil numbers have grown over the years, the original buildings have been extended and modernised and we are presently in the final stages of a capital programme to replace windows and doors. We now have fourteen classes, accommodating 440 children, aged 3-11 years of age including 35 children in our Nursery Class. In addition to our classrooms we have a library, two adjoining halls and easily accessible computing resources, including desktop stations and laptop/iPad trolleys.



We have a well-maintained, spacious and attractive outdoor space and playing field with a proactive and committed Site Manager who is resident on-site. Our Nursery and Reception classes benefit from secure outside areas, including canopied areas, which enable all-year-round free-flow outside learning. Over the last few years we have successfully brought in additional funding and support from local businesses to develop the outside area to include an outside classroom, wildlife garden, stage area and large play equipment.



In addition to classroom space we recently converted an under-used outdoor changing area into an attractive, modern meeting and training space. This was initially intended to support our move to become a Teaching School, but it has also proved invaluable as a resource for other schools and the Local Authority to use for training and moderation meetings.

Our leadership team consists of a Headteacher, Deputy Headteacher, Foundation & KS1 Leader, KS2 Leader, SENDCo, Transition and Literacy Co-ordinator and School Support Manager.

We have 17 teaching staff, 32 Teaching Assistants, 3 HLTA's, 5 premises staff and 3 administrative staff.



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The Governing Body has regularly reviewed the School's status as a Community School, particularly following our second "Good" OFSTED rating in 2016. We have repeatedly concluded, after extensive debate, research and presentations from MAT's that we have no current desire or need to become an Academy. We recognise this view might change and have agreed to review the stance on an annual basis.

#### Our School Community

Fairstead is one of the most deprived neighbourhoods in the Borough of King's Lynn and West Norfolk and the wider County. The school is situated in an area of mixed social housing with high levels of deprivation and mobility. Numbers of pupils from ethnic backgrounds have risen and include children in the early stages of English acquisition; this creates a diverse school community. This is a popular, growing school where parents now choose to send their children.

The following statistics have been taken from our SEF 2018/19 and are intended to provide a snapshot of the context in which we work.

- Pupil premium: 31.28%
- FSM – 25.34%
- Deprivation indicator demonstrates the school is in the 20<sup>th</sup> centile for deprivation
- 20% of pupils have some cause for concern or some child protection involvement through the year
- Pupils from ethnic minority groups make up 31.74% of the school population.
- Pupils with EAL stands at 33% many of these are at an early stage of English acquisition
- Pupils with SEN represent 12.1% of the school (IDSR)
- Attainment on entry to nursery is significantly below national expectations with only 10% of children being at age related expectations.

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#### About King's Lynn & West Norfolk

King's Lynn is a large market town with a rich medieval heritage; it has more Grade 1 listed buildings than York and was one of England's most important ports from as early as the 12<sup>th</sup> Century. With a population of around 151,000 it is the largest town in the Borough of King's Lynn and West Norfolk, which is one of the largest and most sparsely populated parts of the County of Norfolk. King's Lynn also has a vibrant festival scene with two long running festivals taking place during June and July each year.

The natural heritage that surrounds King's Lynn is a major attraction for visitors and people moving to live and work here from larger (and more expensive) cities. The coastline from the edge of King's Lynn along to Hunstanton and beyond into North Norfolk is an Area of Outstanding Natural Beauty and includes national nature reserves. King's Lynn is just 15 minutes from the nearest beach, 1 hour 45 minutes by train to London, and approximately 1-hour distance from Norwich, Cambridge or Peterborough by train or car - King's Lynn is in a great location.

To find out more about the area visit the following websites:

[Visitwestnorfolk.com](http://Visitwestnorfolk.com)

[West-norfolk.gov.uk](http://West-norfolk.gov.uk)

[Discoverkingslynn.com](http://Discoverkingslynn.com)

West Norfolk is a great place to live, work, learn, visit and play and the Love West Norfolk campaign is all about celebrating this fantastic area. If you are interested in finding out why so many people love beautiful West Norfolk, you can visit [www.lovestwestnorfolk.co.uk](http://www.lovestwestnorfolk.co.uk) or @LoveWestNorfolk on Twitter and Facebook, and love\_west\_norfolk on Instagram.



# Fairstead Community Primary and Nursery School Headteacher Recruitment Pack Spring 2019

## Our Children's, Parents' and Staff views on the qualities for our new Headteacher

Approachable

Strict but not too much!



Friendly

*Creative – open to new ideas*

Enthusiastic

**Promotes good work/life balance of staff**

Tolerant

**Understanding the community**

Valuing the children not just see them as data

Good communication with parents – someone who is involved in  
community based activities

Kind

Fun loving

Humorous

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#### JOB DESCRIPTION

<b>Job Title</b>	<b>HEADTEACHER</b>
<b>Responsible to</b>	The Chair of Governors
<b>Responsible for</b>	All employees of Fairstead Community Primary & Nursery School and the wellbeing of its pupils.
<b>Salary Scale</b>	Educator Solutions Optional Pay Scales (ESOPS) Leadership Scale, Group 3 School: L18 – L24
<b>Job Purpose</b>	<ul style="list-style-type: none"> <li>• To lead and manage the School; providing a vision and setting a culture that puts the children's welfare, a thirst for learning and a desire for continual improvement at the heart of what we do.</li> <li>• The Headteacher shall carry out their professional duties in accordance with safeguarding legislation, the current School Teachers Pay and Conditions Document and School policies.</li> </ul>
<b>Main duties and responsibilities</b>	
<b>Leadership and Management</b>	
<ol style="list-style-type: none"> <li>1. To steer the strategic direction of the school working collaboratively with the governing body, staff and relevant external bodies.</li> <li>2. To lead with high expectations of pupils and staff, working with the SLT, staff and Governors to set ambitious and optimistic goals across all areas.</li> <li>3. To have overall responsibility for the safeguarding of pupils and ensure that rigorous procedures are in place to meet statutory duties and promote good practice.</li> <li>4. To be responsible for the well-being of all staff and promote a supportive team environment.</li> <li>5. To manage resources effectively and transparently in line with school priorities.</li> <li>6. To ensure that the School's strategic plans are created following a rigorous process of evaluation, review and analysis of data and practice, and draw on the experiences of senior leaders and teaching staff.</li> <li>7. To create an environment that promotes and supports health and wellbeing, a love of learning, mutual respect, resilience and feeling of safety for the benefit of the children, staff and parents.</li> </ol>	
<b>Teaching and Learning</b>	
<ol style="list-style-type: none"> <li>8. To lead and manage teaching and learning throughout the school, ensuring that high quality teaching and a rich curriculum is provided for all children to inspire a love of learning and enable them to achieve their full potential.</li> <li>9. To ensure that effective systems are in place to evaluate standards of teaching and learning, encouraging the sharing of good practice and addressing areas in need of improvement.</li> <li>10. To work with the senior leadership team to analyse school data, identify areas for improvement and engage the whole school team in developing and implementing actions to progress and develop the School.</li> </ol>	

## Fairstead Community Primary and Nursery School Headteacher Recruitment Pack Spring 2019

11. To work with the senior leadership team to ensure pupil progress is consistently and effectively monitored and used to further pupil progress and development.

### **Community Engagement and External Partnerships**

12. To continue to find ways to encourage greater parental / guardian participation in school life in order to raise aspirations and promote a sense of pride and value in education.

13. To identify opportunities for collaborating with organisations, other schools and teaching professionals within and beyond the school in order to promote the academic, moral, social, emotional, spiritual and cultural well-being of pupils and their families.

14. To identify opportunities to collaborate with other schools in the wider school community to share experiences and expertise that contribute towards raising standards, support continual professional development and promote our School.

15. To maintain effective working relationships with organisations representing teachers and other members of staff.

### **Professional Development**

16. To promote the value of continual professional development for all staff and proactively manage your own further training and professional development.

17. To ensure arrangements for performance management are in place for all staff, including non-teaching staff, and lead by example in your commitment to self-review and performance management.

### **Other Duties**

18. Undertake such other duties as may be reasonably required and commensurate with the post of Headteacher.

## Fairstead Community Primary and Nursery School Headteacher Recruitment Pack Spring 2019

### PERSON SPECIFICATION

The Essential (E) and Desirable (D) qualifications and qualities sought from candidates are set out below:	<b>E or D</b>
<b>Qualifications and Knowledge</b>	
Qualified to degree level or equivalent.	E
Qualified to work and to teach in the UK	E
Qualified teacher status.	E
NPQH, or equivalent, achieved or underway	E
<b>Skills and Experience</b>	
Experience as a Headteacher/Deputy or in a Senior Leadership role in at least one Primary School setting.	E
Experience of successfully leading and managing whole school change.	E
Experience of successfully raising achievement over a sustained period.	E
Experience of teaching across the whole primary age range.	E
Experience of working with children and families with significant and complex barriers to learning.	E
Experience of managing a school budget and resources.	E
Experience of managing and supporting staff to optimise attainment and progress of pupils.	E
<b>Leadership and Management</b>	
Ability to think strategically and implement ambitious visions.	E
Ability to work collaboratively and inclusively with senior leaders and the whole staff team.	E
Ability to coach, inspire and motivate staff, and hold all staff to account for their professional conduct and practice.	E
Ability to use data effectively to formulate effective strategic plans/actions to secure outstanding outcomes for pupils.	E
An understanding of the role of the Governing Body and the ability to work collaboratively with it to achieve a shared strategic vision and deliver its functions effectively.	E
<b>Teaching and Learning</b>	
Ability to 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.	E
Ability to think creatively and imaginatively to identify opportunities to champion best practice and secure the best outcomes for pupils.	E

## Fairstead Community Primary and Nursery School Headteacher Recruitment Pack Spring 2019

A thorough up-to-date knowledge of the curriculum and the developments in policy/practice of education and teaching.	E
An understanding of how effective performance management is linked to school improvement.	E
<b>Systems and Process</b>	
Ability to set high aspirations and lead effective strategies across all aspects of the school, including learning, behaviour, accountability, curriculum and communication.	E
Ability to use data appropriately to inform and shape teaching and learning and secure outstanding outcomes for pupils.	E
Ability to investigate problems, evaluate options and identify solutions.	E
<b>The self-improving school system</b>	
Ability to inspire and secure excellent relationships with staff, families, governors and pupils, as well as external agencies.	E
<b>Personal Characteristics</b>	
Excellent interpersonal skills with the ability to listen and communicate effectively and clearly in all contexts.	E
Ambitious and optimistic expectations of self, staff and pupils.	E
Integrity, commitment and respect for others.	E
Well organised with the ability to manage time well, operate effectively and think clearly under pressure in a changing and evolving environment.	E
Emotional resilience.	E
Committed to lifelong learning and continuous improvement.	E
Dynamic and determined.	E
Empathetic.	E