



Moseley Church of England Primary School



Headteacher Candidate Brochure

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Dear Applicant

Thank you for requesting details of the post of Headteacher of Moseley Church of England Voluntary Aided Primary School. We are looking for someone to come and lead our school community because our current Headteacher has been appointed to another school as Executive Headteacher with additional MAT development responsibilities.

Moseley is an exciting urban village in South Birmingham – the Bohemian part of town with many independent eateries and arts festivals. In some ways our school community reflects this and it is a stimulating, creative and at times inspirationally surprising place to be!

In both our previous OFSTED and SIAMS inspections, the school has been rated outstanding. We await the report of a recent SIAMS inspection. The expectation is that standards in our school are high and that maintaining this is a demanding, challenging but rewarding task. Our school offers a stable, happy and creative environment which stimulates our pupil's curiosity and learning. The school is well resourced in terms of personnel, Governors, PTA and materially. We have a Forest School, Prayer Garden, a Well-Being Hub, adventure playground and our own pre and after school club – Little Acorns.

As a Church school, we strongly believe that every child matters to God and we enjoy strong links with our three parish churches with ministers and church staff supporting a wide range of areas across the school's activities. The Christian values and ethos which underpin our community, whilst being core components of the school's identity, need to be articulated more explicitly and expressed more openly. We hope our new Headteacher will help us to do this by supporting the faith journeys of pupils and staff from a wide range of backgrounds.

We seek a candidate who will build on the successful characteristics and systems already in place. We also seek someone who has the vision, drive and enthusiasm to lead us through the changes necessary to help us to continue to develop an outstanding education for all our pupils. Doing so will help our pupils to successfully transition to secondary school and secure ongoing success in a world of changing possibilities. We want our pupils and the whole school community to enjoy life in all its fullness.

Our school rightly has an excellent reputation built up over many years of hard work by many people. This role will provide a richness of opportunity for the successful candidate to make a significant contribution to our school community. If you have the ambition, strategic and inter-personal skills backed up by a record of raising standards, Moseley C of E could be a very special and rewarding school for the next stage of your career. I highly recommend a visit to our school so that you can see for yourself. I look forward to meeting you and showing you around.



The Reverend Duncan Strathie

Vicar of Moseley and Chair of Governors.

Type of School	Voluntary Aided—Primary, Church of England School
Age Range	4-11
Location	Moseley, Birmingham
Co-educational	Yes
Number on Roll	214
State of the school's budget	Surplus 2019—20
Salary range of role	L14—L 18
Average Class Size	30
Number of teaching staff	10 excluding the HT—7.4 FTE
% of children on free school meals	1.4%
SEN % in the school	12.15%
% English as an additional language	9.81%



BIBLICAL AND THEOLOGICAL RATIONALE FOR THE VISION OF MOSELEY C OF E PRIMARY SCHOOL

As a distinctively Christian school, our vision is rooted in the Bible and Christian theology. In our school *every child matters to God* because we believe that all human beings are created in the image of God (Genesis 1:27). In following the teachings of Jesus, we wish to embrace his generous offer made in John's Gospel (10:10) that he came to "give life in all its fullness".

Our school's vision underpins and gives the impetus for a nurturing, caring and creative learning environment thus embodying these key Christian characteristics. From the earliest times, the Church has embraced Father, Son and Holy Spirit as Trinity, existing in community. From this we understand making community to be a central part of what it means to be a Christian and we seek to do this in an inclusive way. Our school community strives to display a quality of life where everyone "loves the Lord their God with all their heart, soul and mind", and "loves their neighbour as much as they love themselves" (Matthew 22:37-39).

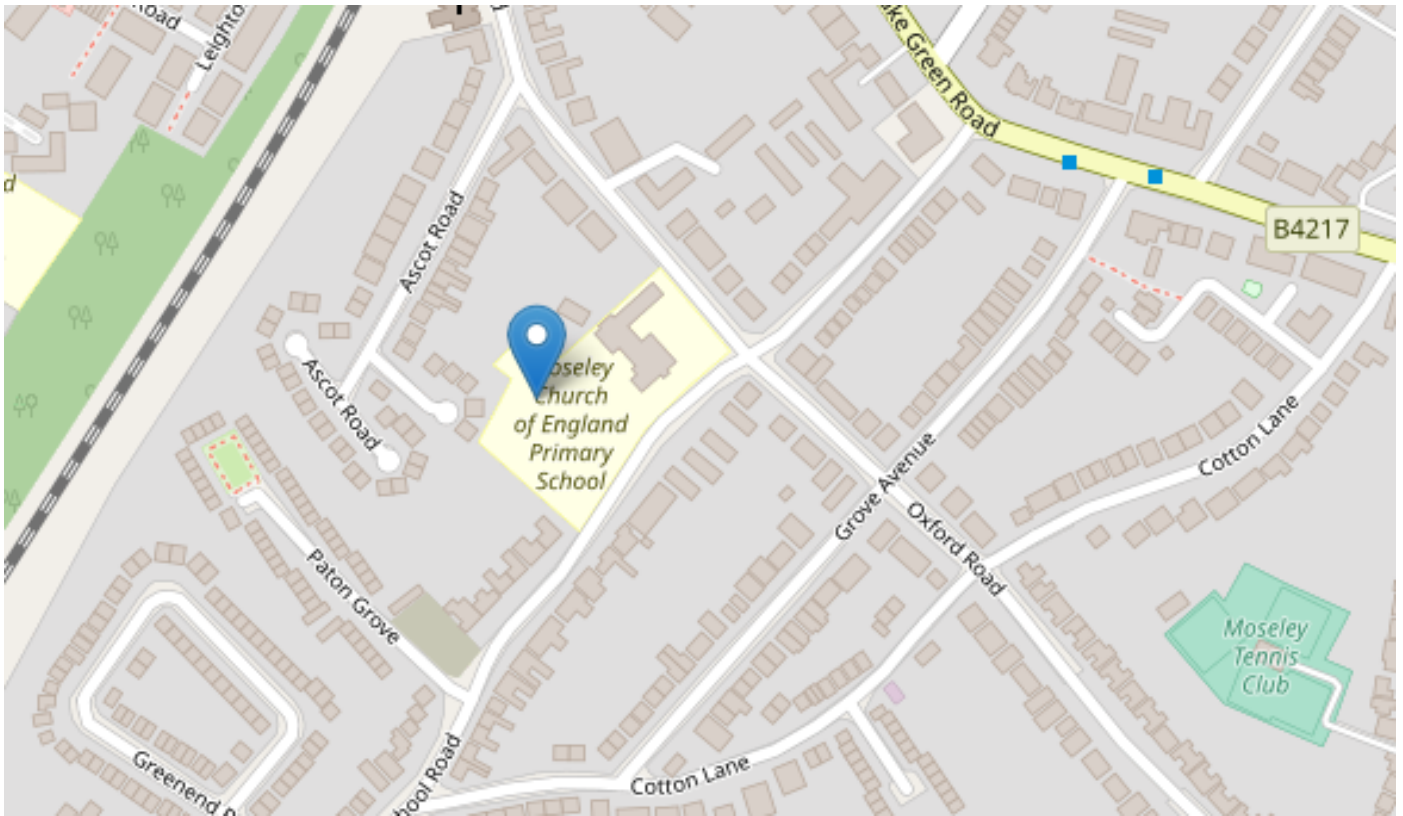
In our relationships in school and beyond, we look for the presence of the fruit of God's Holy Spirit: love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control (Galatians 5:22-23). Our approach is holistic and we seek the development of all members of our school community across every area of life including: spirituality, relationships, learning, global citizenship, social responsibility and mental well-being.

We believe that drawing on our Christian heritage and working with our local churches, every child's life is enriched because of the distinctive ethos of our Church of England School.

- **Every child matters to God.**
- **Sharing life in all its fullness.**
- **Growing inclusive community.**
- **Loving God and neighbour.**
- **Fruitful lives for God.**

Mission Statement written by the children of Mosley C of E Primary

Our successful Christian school offers a wide range of exciting and educational opportunities to enhance skills, talents and creativity. The school community appreciates and accepts others, and celebrates the achievements of all. We have supportive and trusting relationships with God and all his children. As a result, we take responsibility and welcome absolutely everyone into a caring and safe environment, where we are all guided to work together.



Job Title:	Headteacher—Moseley Church of England Primary School
Location:	Moseley, Birmingham
Salary:	L14—L18 (£54,250— £59,857)
Start Date:	January 2019
Responsible to:	The Governing Board

Core Purpose

The Headteacher shall carry out the professional duties as described in the School Teachers' Pay and Conditions Document and would be expected to have considered these in relation to Moseley CE Primary School.

The Headteacher is accountable to the Governing Board for ensuring the educational success of the school within the framework of the school's and Diocese's strategic plans. The Headteacher will provide professional leadership and management to the school and must establish a culture that promotes excellence, equality and high expectations of all pupils. The headteacher will support and promote the Christian distinctiveness of the school.

Responsibilities

To be accountable to the Governing Board for:

- The effective implementation and embedding of the agreed school vision, principles and policies within the school;
- Providing leadership across all aspects of the internal organisation: professional leadership, management and control of the school;
- Creating a culture of constant improvement and being an inspirational leader, committed to the highest achievement for all in all areas of the school's work;
- The Headteacher will have line management responsibilities for the Deputy Headteachers/Assistant Headteachers in the school and the Business Support Manager;
- Promote excellence in teaching and learning, ensuring a continuous and consistent focus on pupils' achievement and development (whole-person as well as academic);
- Ensuring that a high-quality educational experience is available for all children and young people;
- Creating a positive culture of support and high expectations, in order to achieve the school's and The Diocese's Strategic School Development Plan, raise standards and improve the quality of teaching;
- Ensuring that teaching in all year groups is at least 'good';
- Ensuring that all children make good progress including where there are barriers to learning, through clear, consistent and excellent systems and provision for all, actively promoting inclusion;
- Ensuring effective and appropriate pastoral support is available to children in the school;
- Through robust and effective monitoring and evaluation, identify and act on areas of improvement in relation to the curriculum and assessment;
- Keeping informed of developments within the National Curriculum and other relevant curriculum development sources, to ensure that the curriculum is rich, relevant and inspirational and contributes to outstanding educational and whole-person outcomes.

Responsibilities (continued)

- Ensuring creativity, innovation and the use of appropriate new technologies to achieve excellence;
- Developing an inclusive and supportive approach so that the school is a place where all young people and the wider school community feel welcome;
- Supporting and promoting the school's Christian distinctiveness and preparing the school for SIAMs inspections;
- Supporting and promoting The Diocese's vision and goals;
- Ensuring a daily act of Collective Worship takes places, seated in the Christian tradition.

Developing Self and Working with Others

- Treat everyone within the school and the wide community fairly and equitably;
- Develop a culture of personal responsibility that recognises both excellence and supports appropriate strategies to deal with under-performance in accordance with school Appraisal and Capability policies and procedures;
- Ensure a high standard of professional development for all staff and for self, including attending all mandatory training events;
- Work with the SLT to recruit and retain staff of the highest quality, in line with Trust policy and safer recruitment procedures;
- Work with senior colleagues to deploy all staff effectively in order to improve the quality of education provided;
- Regularly monitor the budget for the school and the use of resources;
- Manage and organise the school environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations;
- Ensure that the allocation and use of accommodation within the school provides a positive learning environment that promotes the highest achievement for all;
- Promote, embed, secure and monitor all agreed school and The Diocese's policies.

During Accountability

- Work with The Governing Board to enable them to meet their responsibilities;
- Ensure that individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation;
- To develop a school ethos which will enable everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes;
- Develop and present a coherent, understandable and accurate account of the school's performance to a range of audiences including governors, parents and carers;

Strengthening Community

- Build a school culture and curriculum which takes account of the richness and diversity of the school's community, which also connects with the wider community;
- Ensure learning experiences for pupils are linked into and integrated with the wider community and within The Diocese's community of schools;
- Create and maintain an effective partnership with parents and carers to support and improve pupils' achievement and personal development.

Shaping the Future (Strategic Leadership)

- Work with the SLT and Governing Board to develop the shared vision and strategic plan for the school, which is responsive to the community it serves. At the core of this should be the educational and personal development of the pupils;
- Work with the Governing Board and staff to define and implement the school's vision and strategic direction so that it is understood and acted upon by all stakeholders;
- Work within the school community to translate the vision into agreed objectives and operational plans, which will drive forward and sustain school improvement;
- Ensure the sustained raising of aspiration, achievement and attainment, is met through an inclusive, sustainable and innovative lifelong education environment;
- Ensure the school achieves its performance targets;
- Demonstrate the vision and values of the school in everyday work and practice;
- Motivate and work with others to create a shared culture and positive climate;
- Promote the school and develop effective and productive relationships with a wide range of stakeholders;
- Secure the commitment of parents and the wider community to the vision and direction of the school;
- Promote the school's Positive Mental Health Policy 2017;
- Continuing the development and resources of the Well-Being Hub;
- Challenge, motivate and empower others to attain ambitious outcomes.

Leading Learning and Teaching

- Drive and inspire a passion for learning in every member of the school community;
- Provide a model of outstanding practice to all staff in teaching and school leadership;
- Secure and sustain effective teaching and learning throughout the school by ensuring sound strategies are in place for monitoring and evaluating the quality of teaching and standards of pupils' achievement, using benchmarks and setting targets for rapid improvement of all children including those in vulnerable groups;
- To build a collaborative learning culture within the school and actively engage with other schools within the wider Diocesan family to build effective learning communities;
- Work with all staff to build effective teams;
- Sustain their own enthusiasm and motivation and develop and sustain that of other staff;
- To ensure effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities;
- Develop and maintain effective strategies and procedures for staff induction, professional development and appraisal as below:-
- Effective and consistent implementation of the Teachers' Appraisal Policy and other systems of quality assurance and professional development of teachers;
- Motivate and enable all staff to carry out their respective roles to the highest standard, through high quality continuing professional development based on assessment of needs and identified through the appraisal process;
- Develop and maintain respect across all stakeholders, inspiring individuals to contribute positively to shared ideas and plans for the school and the wider Diocesan family;
- Keep abreast of educational developments and best management practice in order to introduce appropriate innovation and contribute to joint practice development.

Managing the Organisation

- Produce and implement clear, evidence-based improvement plans and policies for the development of the school and its facilities;
- Advise Governors on the formulation of the annual budget in order that the school secures its objectives;
- Receive and approve the school budget in order to ensure that the school meets its objectives;
- Achieve annual financial savings where possible, ensure school meets its objectives;
- Manage the school's financial and human resources effectively and efficiently to achieve the school's educational goals and priorities;
- Seek opportunities to invite parents and carers, community figures and those from the wider Diocesan family, business or other organisations into the school to enhance and enrich the school and its value to the wider community.

Equal opportunities

- Take responsibility, appropriate to the post, for tackling unlawful discrimination amongst all groups in line with the Equalities Act 2010.

Safeguarding children and Safer Recruitment

- Have due regard for safeguarding and promoting the welfare of children and young people and to follow all associated child protection and safeguarding policies as adopted by the school and Birmingham CE Diocese;
- Ensure that all policies and procedures adopted by the Governing Board and Birmingham CE Diocese are fully implemented and followed by all staff;
- Ensure that sufficient resources and time are allocated to enable the designated person and other staff to discharge their responsibilities, including taking part in strategy discussions and other inter-agency meetings, and contributing to the assessment of children;
- Ensure that all staff and volunteers feel able to raise concerns about poor or unsafe practice in regard to children, and such concerns are addressed sensitively and effectively in a timely manner in accordance with agreed whistle blowing practices.

Health and Safety

- Work in compliance with the school's Health and Safety policies and under the Health and Safety at Work Act (1974), ensuring the safety of all parties with whom contact is made, such as members of the public, in premises or sites controlled by the school;
- Ensure compliance with procedures is observed at all times under the provision of safe systems of work through a safe and healthy environment and including such information, training, instruction and supervision as necessary to accomplish those goals.

Data Protection

- To ensure compliance with the Data Protection Act (1998) and General Data Protection Regulations and the Freedom of Information Act (2000).

PERSON SPECIFICATION

Knowledge/Qualifications and Experience	Essential	Desirable
Graduate with Qualified Teacher Status	*	
NPQH (or equivalent) achieved or underway		*
Evidence of further qualifications		*
Significant experience at Deputy Headteacher (min 3 years) or Headteacher	*	
Understanding of leading a Primary School	*	
Experience of leading a Primary School		*
Understanding of the challenges of leading a school in a mixed catchment area	*	
Experience of developing a differentiated and creative curriculum to pupils with a diverse range of social, emotional, cultural, intellectual and physical needs	*	
Ability to use a range of evidence, including performance data, to support, monitor, evaluate and improve aspects of school life, including challenging poor performance	*	
Ability to engage the school community in the systematic and rigorous self-evaluation of the work of the school	*	
Evidence of recent professional development that prepares for this post	*	
Experience of monitoring and improving the quality of teaching and learning	*	
Experience of having led, or made a significant contribution to, the success of a school, through its leadership, pupil outcomes and ethos	*	
Experience of supporting staff to optimise attainment and progress of pupils	*	
Evidence of an ability to plan strategically, build and communicate a coherent vision in a range of compelling ways	*	
Extensive experience of working with children with significant barriers to learning	*	
Knowledge of legislation relating to managing a school including Equalities legislation	*	

PERSON SPECIFICATION (cont'd)

Skills and abilities and professional attributes	Essential	Desirable
Proven ability to inspire, lead and participate actively in building and sustaining a learning community and network with others within and beyond the school	*	
Understanding and ability to communicate and successfully implement strategies across all aspects of the school including accountability, learning, curriculum, administration and communication	*	
Proven ability to deliver a collective vision and shared purpose,	*	
Able to model good teaching themselves	*	
Experience of effectively managing the impact of change on organisations and individuals	*	
The ability to deliver effective strategic financial planning, financial management including budgetary control and value for money		*
An understanding of and competent use of ICT including emerging technologies to aid and promote the quality of teaching, learning and administration	*	
Excellent organisational skills	*	
Well-developed interpersonal and communication skills and ability to use new and emerging technologies to secure impact	*	
Clear understanding of the ethos and strategies required to establish consistently high standards in outcomes, progress, attitudes and behaviour	*	
Able to meet national standards for Headteachers	*	
Demonstrate a personal enthusiasm and commitment to leadership aimed at making a positive difference to children and young people and raising standards	*	
Demonstrate personal and professional integrity, including modelling values and vision	*	
Evidence of a commitment to safeguarding and promoting the welfare of children and young people	*	
Commitment to promote and support the aims and values of the Church of England and the Birmingham CE Diocese	*	



If you would like further information, a confidential conversation, or to arrange a school visit , please contact Ross Laird at Academicis on:

Switchboard: 01223 907979

Mobile : 07901 585 959

Email: rlaird@academicis.co.uk

**All applications are to be sent to rlaird@academicis.co.uk
no later than 12 noon Tuesday 25th June 2019**

Shortlisting Date: 27/06/2019

Interview Day: 04/07/2019

Supporting Statement:

Your supporting statement should be no more than 3 sides of A4. It should include reasons for your interest in the post, how you meet the Person Specification criteria and verifiable impact from your career track record.

Please also include your thoughts on the main challenges and opportunities of leading Moseley Church of England Primary School

We reserve the right to research applicants on social media platforms and the Internet, and the recruitment panel may take this information into consideration during the recruitment process.

Moseley Church of England Primary School is committed to Equal Opportunities and to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The successful candidate will be subject to satisfactory employment checks, references and an enhanced Disclosure and Barring Service check.