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**FARNWORTH CE PRIMARY SCHOOL**

**Pit Lane**

**Widnes**

**WA8 9HS**

**Telephone 0151 424 3042**

**Further information for candidates**

**for the post of Headteacher**

**Headteacher – Farnworth CE Primary School**

**Group 3**

**Salary Range L16-L24**

**NOR 414**

**Required for Spring 2020**

The Governors of Farnworth CE Primary School are seeking to appoint a dynamic,

inspirational, and forward thinking Headteacher who has the drive, creativity and

commitment to deliver excellence in all areas, and lead our school to outstanding

We are a large school with a small school feel. The family that is Farnworth ensures

that all members of our school community feel welcome, safe and valued.

Our Christian ethos enriches our children whilst encouraging them to make sensible choices and be respectful of others. Underpinned by Christian values, our School stands at the heart of the community with strong links to St Luke’s Church and the Diocese of Liverpool.

Children at our school develop a love of learning in a nurturing and inclusive environment. They experience a broad and meaningful learning journey which celebrates their individuality, whilst challenging and inspiring them to be the best that they can be.

***“And the child grew…….” (Luke 2:40)***

***Valuing today, ready for tomorrow.***

**We are looking for a Headteacher who:**

* Is an excellent leader who creates an environment in which children strive to achieve their best and flourish emotionally, spiritually, academically and socially, so they are well prepared for life in an everchanging world.
* Will use their innovative and enthusiastic leadership qualities to support the strong teamwork of the school and ensure our dedicated staff continue to thrive, grow and develop.
* Is an outstanding educator, passionate about teaching and learning and able to instil and nurture this in all children and staff.
* Will fully embrace and model our school’s core Christian values.
* Has the vision, enthusiasm and energy to continue to grow the school’s profile within the local community.
* Is approachable with the ability to build strong working relationships at all levels through excellent communication skills.
* Is fully committed to promoting and embracing the Christian ethos of our school (SIAMS rated Outstanding in 16/5/2016.)
* Will be a champion of the highest standards of safeguarding and promoting the positive health, and wellbeing of pupils & staff.
* Is excited by the proposition of leading our wonderful school.

**We offer:**

* The opportunity to lead a Good school (Ofsted report Jan 2018) with a great team of dedicated and professional staff.
* A large school that has a family feel with enthusiastic, happy and confident children with outstanding attendance and behaviour, who enjoy a safe and secure learning environment.
* A creative and nurturing environment that supports and enhances our Christian and inclusive ethos. (IQM - Centre of Excellence Review June 26 2018)
* An experienced, committed and supportive Governing Body.
* A firm commitment to your personal development and well -being.
* A well-established, proactive and passionate PTA.
* A school with a strong sporting and creative heritage.

**Additional information:**

As a Church school, prospective candidates should either be a practising member of The Church of England or other Christian community or be able to demonstrate a sympathetic appreciation of the values held by the Church of England and understand how to develop the distinctiveness and effectiveness of a Church school.

The Governing Body is fully committed to safeguarding and promoting the positive welfare of children, young people and vulnerable adults, and expects all staff, workers and volunteers to share the same commitment.

Appointment is subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service

Interested applicants are strongly encouraged to visit the school between 9.30am & 2.30pm on Friday 6th of September 2019 and should arrange an appointment via the school office on 0151 424 3042.

Please note formal school documents will only be released to shortlisted candidates if required for the selection process.

Closing date for application is midnight on Wednesday11th September 2019.

Shortlisting will take place on Tuesday 17th September 2019.

Selection process and interviews will take place on Monday 23rd &Tuesday 24th September. Please note further shortlisting will take place after day 1 of selection process.

Application forms and further details must be obtained from and returned to:

Edsential School Governance Team, Whitby Hall Lodge,

Whitby Park,

Stanney Lane,

Ellesmere Port,

Cheshire CH65 6QY

or email: [schoolgovernance@edsential.co.uk](mailto:schoolgovernance@edsential.co.uk) Telephone: 0151 541 2170 (Ext. 2002).

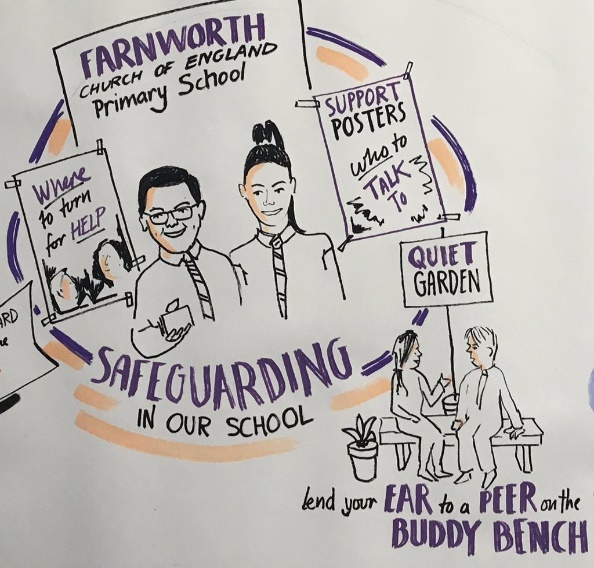
**Headteacher Job Description**

*Farnworth CE Primary School*

This job description reflects the **National Standards of Excellence for Headteachers** (2015). These standards are built upon The Teaching Standards (2011) which apply to all teachers, including Headteachers.

The appointment is subject to the current conditions of employment of Headteachers, contained in the **School Teachers’ Pay and Conditions** document and other current educational and employment legislation, including that of the Department for Education, and the terms of the National Society contract. In carrying out his/her duties, the Headteacher shall consult, where appropriate, with the Local Authority, the Governing Body, the staff of the school, its pupils and the parents/carers of its pupils.

|  |
| --- |
| **The applicant will be required to safeguard and promote the welfare of children and young people. The Headteacher is expected to demonstrate this commitment to safeguarding and promoting the welfare of children and young people and is expected to hold staff and volunteers accountable for their contribution to the safeguarding regulations.** |



**A. The Core Purpose of the Headteacher**

The Headteacher is the prime mover in creating, inspiring and embodying the Christian ethos and culture of this Church school, securing its Mission statement with all members of the school community and ensuring an environment for teaching and learning that empowers both staff and students to achieve their highest potential.

The core purpose of the Headteacher is to provide professional leadership and management for the school within the context of the Trust Deed. This will promote a secure foundation from which to achieve high standards in all areas of the school’s work. To gain this success the Headteacher must establish high quality education by effectively managing teaching and learning and using personalised learning to realise the potential of all pupils. The Headteacher should establish a culture that promotes excellence, equality and high expectations of all pupils within a strong Christian ethos.

The Headteacher is the leading professional in the school. Accountable to the Governing Body, the Headteacher provides vision, leadership and direction for the school and ensures that it is managed and organised to meet its aims and targets. The Headteacher, working with others, is responsible for evaluating the school’s performance to identify the priorities for continuous improvement and raising standards; ensuring equality of opportunity for all; developing policies and practices; ensuring that resources are efficiently and effectively used to achieve the school’s aims and objectives and for the day-to-day management, organisation and administration of the school.

The Headteacher, working with and through others, secures the commitment of the wider community to the school by developing and maintaining effective partnerships with, for example, other schools, services and agencies for children, the Local Authority, the Diocese, higher education institutions and employers. Through such partnerships and other activities, Headteacher’s play a key role in contributing to the development of the education system as a whole and collaborate with others to raise standards locally.

Drawing on the support provided by members of the school community, the Headteacher is responsible for creating an inspiring and productive learning environment which is engaging and fulfilling for all pupils.

# B. The Four Domains of Headship

**Domain One: Qualities and knowledge.**

Within the school’s Christian ethos, the Headteacher will:

1. Hold and articulate clear Christian values and moral purpose focused on providing a world-class education for the pupils they serve and reflecting the Christian ethos of the school.

1. Demonstrate optimistic personal behaviour, positive relationships and attitudes towards their pupils and staff, and towards parents, governors and members of the local Church and wider community.

1. Lead by example – with integrity, creativity, resilience, and clarity – drawing on their own scholarship, expertise and skills, and that of those around them.

1. Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development that reflects the needs of a Church of England school.

1. Work with political and financial astuteness, within a clear set of principles centred on the school's strategic vision, ably translating local, national and Diocesan policy into the school's context.

1. Communicate compellingly the school's vision and drive the strategic leadership, empowering all pupils and staff to excel.

**Domain Two: Pupils and staff.**

Within the school’s Christian ethos, the Headteacher will:

1. Demand ambitious standards of achievement and attendance 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.

1. Create an ethos based on Christian values within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.
2. Develop and encourage a culture that offers equality of opportunity to all pupils and staff.

1. Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning.
2. Hold all staff to account for their professional conduct and practice.

**Domain Three: Systems and process.**

In a Church school, the relationship between the mission statement and the provision of effective governance, organisation and management should reflect the school’s Christian aims. In order to provide an efficient, effective and safe Christian learning environment, the Headteacher will:

1. Ensure that the school's systems, organisation, policies and processes are well considered, efficient and fit for purpose, upholding the principles of transparency, integrity and probity within a Christian context.

1. Within the school’s Christian ethos, 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.

1. 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.
2. Welcome strong governance and actively support the Governing Body 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.

1. Exercise strategic, curriculum-led financial planning to ensure the equitable deployment of budgets and resources, in the best interests of pupils' achievements, the school's sustainability and its Christian character.
2. Manage the appointment of all teaching and non-teaching staff.

1. 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.

## Domain Four: The self-improving school system

Working in a spirit of collaboration to secure Christian principles of equity and entitlement, the Headteacher will:

1. Create an outward-facing school which works with other schools, organisations and the local community– in a climate of mutual challenge – to champion best practice and secure excellent achievements for all pupils.

1. Develop effective relationships with fellow professionals, colleagues in other public services, parents/carers and the Church community to improve academic and social outcomes for all pupils.

1. 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.

1. Shape the current and future quality of the teaching profession through high quality training and sustained professional development of all staff.

1. Within the school’s Christian ethos, model entrepreneurial and innovative approaches to school improvement, leadership and governance, confident of the vital contribution of internal and external accountability.

1. 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 especially within a Christian context.

*This job description forms part of the contract of employment of the person appointed to the post. It reflects the position at the present time only and may be reviewed in negotiation with the employee in the future. The appointment is subject to the current conditions of employment in the School Teachers’ Pay and Conditions Document as they relate to Headteachers.*



**Person Specification/Selection Criteria for**

**Headteacher Farnworth C.E Voluntary Controlled Primary School**

*Note:* ***Candidates failing to meet any of the essential criteria will automatically be excluded***

## [A] Faith Commitment

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| --- | --- | --- | --- |
|  | **Essential** | **Desirable** | **Source** |
| Full and active member of a church in membership of  Churches Together in England or which at a local level works closely with an Anglican church in this Diocese.  (This requires evidence of current church involvement and a clear indication of the applicant's beliefs in relation to a Church school). |  | D | A/R |

**To be able to demonstrate their knowledge and understanding of the following in the context of a Church school.**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Essential** | **Desirable** | **Source** |
| Leading school worship | E |  | I |
| Ways of developing religious education and worship | E |  | A/I |
| A commitment to strategic thinking and planning that builds, communicates and carries forward a coherent and shared vision for the Christian ethos of the school*.* | E |  | A/I |
| How relationships should be fostered and developed between the school, local Church and its community and the Diocese | E |  | A/I |

## [B] Qualifications

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Essential** | **Desirable** | **Source** |
| Qualified teacher status | E |  | A |
| Degree | E |  | A |
| NPQH/ NPQS or CEPQH or working towards it, or be prepared to undertake it, or a serving Headteacher |  | D | A |

## [C] Professional Development

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Essential** | **Desirable** | **Source** |
| Evidence of appropriate professional development for the role of Headteacher | E |  | A/I/R |
| Evidence of recent leadership and management professional development | E |  | A/I/R |
| Has successfully undertaken appropriate Child Protection training/ Designated Senior Person training | E |  | A |

## [D] School leadership and management experience

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Essential** | **Desirable** | **Source** |
| Recent successful leadership as a Headteacher, deputy Headteacher or assistant head teacher | E |  | A |
| Ability to work effectively with the Governing Body and to articulate and share an ambitious strategic vision that gains ownership throughout the school | E |  | A/I |
| To have taken an active involvement in school self-evaluation and development planning | E |  | A/I |
| An awareness of the financial management of a primary school. | E |  | A/I |
| Knowledge and understanding of strategic financial planning and budgetary management in relation to their contribution to school development and pupil achievement. | E |  | A/I |
| To have had responsibility for policy development and implementation | E |  | A/I |
| To have had experience of and ability to contribute to staff development across the primary range. (E.g. coaching, mentoring, INSET for staff). | E |  | A/I |
| Experience of supporting and mentoring trainee teachers | E |  | A/I |
| Awareness of and understanding of school-based ITT | E |  | A/I |
| Fully supportive of the school’s commitment to work in partnership with local school’s cluster groups | E |  | A/I |

## [E] Experience and knowledge of teaching

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| --- | --- | --- | --- |
|  | **Essential** | **Desirable** | **Source** |
| Experience of teaching in more than one school | E |  | A |
| To have taught both KS 2 and EYFS/KS1 |  | D | A/I |
| Significant teaching experience within the primary phase | E |  | A |
| To have a knowledge and understanding of all 3 Key Stages in the primary phase | E |  | A/I |
| To be able to effectively use data, assessment and target setting to raise standards/address weaknesses | E |  | A/I |
| To be able to exemplify how the needs of all pupils (SEN, AEN, AGT, EAL, GRT) have been met through high quality teaching. | E |  | A/I |

# [F] Professional Attributes

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|  | **Essential** | **Desirable** | **Source** |
| Ability to apply analytical, creative and flexible solutions in response to the changing demands in school | E |  | A/I |
| Able to demonstrate a clear rationale for behaviour management and a proven track record of the effective implementation of a range of behaviour management strategies. | E |  | A/I |
| Excellent written and oral communication skills (which will be assessed at all stages of the process). | E |  | A/I |
| To be a leader of learning demonstrating, promoting and encouraging outstanding classroom practice. | E |  | A/I |

# [G] Professional Skills

(Based on the National Standards of Excellence for Headteachers 2015)

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| --- | --- | --- | --- | --- |
| **Qualities and Knowledge** | | **Essential** | **Desirable** | **Source** |
| 1 | Demonstrate positive relationships and attitudes towards their pupils and staff, and towards parents/carers, governors and members of the local Church and wider community. | E |  | A/I/R |
| 2 | Lead by example – with integrity, creativity, resilience, and clarity – drawing on their own expertise and skills, and that of those around them. | E |  | A/I |
| 3 | Communicate compellingly the school's vision and drive the strategic leadership, empowering all pupils and staff to excel. | E |  | A/I |

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| --- | --- | --- | --- | --- |
| **Pupils and Staff** | | **Essential** | **Desirable** | **Source** |
| 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. | E |  | A/I |
| 2 | Create an ethos based on Christian values within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other. | E |  | A/I |
| 3 | Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning | E |  | A/I |

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| **Systems and Process** | | **Essential** | **Desirable** | **Source** |
| 1 | Within the school’s Christian ethos, 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. | E |  | A/I |
| 2 | 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. | E |  | A/I |
| 3 | Welcome strong governance and actively support the Governing Body 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. | E |  | A/I |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **The Self-improving school system** | | **Essential** | **Desirable** | **Source** |
| 1 | Have the ability and display willingness to seek external support and develop effective relationships with fellow professionals, parents/carers, the Church community and colleagues in other public services to improve academic and social outcomes for all pupils. | E |  | A/I |
| 2 | 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. |  | D | I |
| 3 | Model entrepreneurial and innovative approaches to school improvement, leadership and governance, confident of the vital contribution of internal and external accountability. |  | D | I |

1. **Personal Qualities**

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| --- | --- | --- | --- |
|  | **Essential** | **Desirable** | **Source** |
| Be a visible presence around school, be approachable and person centred. | E |  | A/I/R |
| Able to empathise appropriately and take necessary steps to manage and resolve conflict | E |  | A/I/R |
| Demonstrate impact and presence | E |  | I |

1. **Confidential References**.

|  |  |
| --- | --- |
| Positive and supportive faith reference from the priest/minister where the applicant regularly worships.  Candidates who do not use their Parish priest/minister must give an explanation in the letter of application | D |
| Positive recommendation from all referees, including current employer | E |

1. **Application Form and Supporting Statement**

The form must be fully completed and legible. The supporting statement should be clear, concise and related to the specific post.

**Your supporting letter should be no more than three sides of A4 in Arial**

**Font 12**

