



Henry Maynard Primary School

We are looking for an outstanding and experienced Senior Leader to join as our Headteacher. Someone who shares Henry Maynard's vision and ethos and our passion and commitment to making the wellbeing and experience of the children at school our first priority.

Our vision

At Henry Maynard we work together to make our school an inspiring and supportive place where all children are individually challenged to achieve their full potential. To do this we focus on three areas:

- **Standards** - the best educational standards for all our children and staff
- **Creativity** - a stimulating approach to education
- **Community** - we celebrate our diversity

Our ethos

At school the 'Golden Rules' underpin all of the lessons that the children learn:

- We are gentle: we don't hurt others
- We are kind and helpful: we don't hurt anybody's feelings
- We listen: we don't interrupt
- We are honest: we don't cover up the truth

- We work hard: we don't waste our own or others' time
- We look after property: We don't waste or damage things

Henry Maynard is a vibrant community school in the heart of Walthamstow, East London. We currently have over 860 students in 28 classes arranged over the split site school. We have lots of outside space for the children to play at both sites of the school. Henry Maynard is also an outstanding training school, training 23 last year - many of whom go on to be employed at the school.

The pupils at Henry Maynard embrace and embody the full diversity of Waltham Forest with around 63% coming from ethnic minority backgrounds, and around a third speaking English as an additional language. Currently around 26% of our pupils are eligible for pupil premium and 13% have been identified as having Special Educational Needs or a disability.

Extracurricular



Henry Maynard has a very active extracurricular calendar - with a breakfast and after school club, music clubs, football, ballet, gymnastics, science, French and many more. We also participate in clubs local to the wider community such as the Scouts and Young Archaeologist club and many sports clubs.

As part of our role as a thriving community school, children also have the opportunity to visit local community centres such as religious buildings and recently attended and spoke at a National Air Quality Summit hosted by the Mayor of London.

The emotional wellbeing of children at Henry Maynard is as important as their physical health and educational achievement and that is why we are proud to fund the Place2Be programme, providing counselling and mental health support and training at the school to pupils, staff and parents.

The Henry Maynard Community

What parents say

"I think the pastoral care is excellent and children do interesting and fun things. We've had excellent teachers"

"Our son is taught in such a creative and encouraging way - we are very pleased indeed and have seen great progress in his learning since he started at Henry Maynard"

“My daughter has blossomed, and I've been greatly impressed with the extracurricular activities she has been able to become involved in such as the architecture course and trip to Oxford university recently. It helps to broaden the children's minds”

“I strongly feel that, overall, this is a brilliant school which is held together by a fantastic leadership team alongside excellent classroom teachers and teaching assistants.”

“HM provides a caring and inspiring environment where children are encouraged to be individuals but are equally taught the importance of community and looking after each other.”

What children say

Children are very positive about their experiences at school, saying *“it's the best school in the world”* and *“they teach you loads of stuff and make it fun”*. Children also constantly reflect on the positive, engaging and humorous atmosphere that Henry Maynard creates.

What staff say

Our staff say that the children are the best thing about the school, along with the positive atmosphere and the community-centred approach.

Partnership

Henry Maynard Primary School is part of a soft federation – the Federation of Walthamstow Central Area Schools (FoWCAS) - working with the following local schools: Greenleaf Primary, Edinburgh Primary, Winns Primary, Chapel End Infants School and South Grove Primary. A soft federation does not change governance within a school and schools retain the same level of autonomy.

FoWCAS schools work together to improve outcomes for all our children. This includes:

- Collaborating and sharing good practice
- Developing teaching and learning
- Achieving financial efficiencies
- Sharing resources

Ofsted

Henry Maynard had its most recent Ofsted in 2018 where it was judged to have remained a **Good** school. The report noted that:

“The welcoming and friendly ethos of the school provides a good environment in which pupils develop academically and socially. Staff take the time to get to know pupils as individuals and, as a result, pupils receive high-quality care and support.

Pupils are happy and love coming to school. Comments from pupils included, 'Friendship is important here' and 'We are close to one another.' You have ensured that values are central to the ethos of the school. Pupils have a voice in the development of the school and they choose which values are important."

In response to the 2018 Ofsted Parent View survey:

- 99% of parents agreed / strongly agreed their child was happy at Henry Maynard
- 96% of parents agreed / strongly agreed their child made good progress at Henry Maynard
- 98% of parents agreed / strongly agreed that their child is well taught at Henry Maynard
- 99% of parents said they would recommend Henry Maynard

Governors

Henry Maynard has an engaged, skilled and experienced Governing Body, made up of 15 members including staff, parents, local authority and co-opted governors. We offer experience in finance, education and curriculum development, governance, leadership development and HR as well as income generation and strategic oversight. We are committed to supporting the success and well-being of all our staff.

Together with the local authority, we will support the new Headteacher to ensure a smooth transition.



JOB DESCRIPTION

Job Title	Headteacher – Henry Maynard Primary School
Salary	L18B £65,689 - L31A £88,206
Start Date	April 2020
Location	Walthamstow, London E17
Job Purpose	<ul style="list-style-type: none"> • Provide professional leadership for Henry Maynard School, promoting the highest possible standards in order to maximise the levels of attainment for all pupils in a caring environment. • Create, implement, maintain and evaluate a strategic development plan with the full involvement of staff and governors, underpinned by sound financial planning and management. • Embrace and fulfil the shared vision and ethos and major objectives for the school with the Governing Body and ensure that this is clearly articulated, understood and acted upon by all members of the school community.

MAJOR TASKS

Ethos and vision
<p>The ethos of Henry Maynard is why it is such a thriving and popular community school. Parents, children and staff all work together to make Henry Maynard the supportive, wonderful learning environment that it is.</p> <p>The new headteacher will be expected to uphold the values of Henry Maynard and ensure that the school maintains its position as a vital pillar of the community in Walthamstow.</p>
Strategic direction and development of the school
<ul style="list-style-type: none"> • Lead and manage an inclusive school, reflective of its community. • Work with the governing body and Local Authority to develop a strategic vision and plan for the school to meet its future needs and successful development. • Ensure school aims are realised through a regular cycle of development planning, implementation, reviews and evaluation. • Keep up to date with developments in education and have a good knowledge of education systems locally, nationally and globally. • Contribute towards developing the next generation of teachers by helping to support and maintain the training school.
Teaching, learning and assessment
<ul style="list-style-type: none"> • Demonstrate and articulate high expectations and set stretching and challenging targets for all staff and pupils. • Inspire and support every member of staff to deliver quality first teaching for every pupil. • Promote and facilitate teamwork amongst staff, pupils and parents, including the sharing of effective classroom practice. • Monitor, evaluate and develop the standards of teaching and learning.

- Maintain and develop effective systems of planning, assessment and record keeping in order to track and improve outcomes for all pupils, to ensure high standards and optimum achievement for each pupil, addressing any barriers to learning that the children may have.
- Create a culture of reflection and continuous improvement and development for every child and adult.
- Lead, develop, monitor and evaluate the curriculum to ensure a creative, broad and relevant approach for every child that stimulates enjoyment and commitment to learning.
- Actively engage with other schools, to support joint learning and to secure appropriate and effective use of resources.
- Ensure that learning is linked to the wider community to prepare children to be active and engaged citizens of society.

Leadership and Management

- Model best practice regarding professional conduct, workload and personal development.
- Inspire the staff to improve and raise standards, and create a shared commitment and responsibility for the school through collaborative teamwork, distributed leadership and professional reflection, which positively embraces change and progression.
- Manage and monitor finance and resources effectively and ensure they are linked to school priorities.
- Establish rigorous, fair and transparent systems and measures for performance management of all staff throughout the staff lifecycle, valuing excellent practice, addressing any under-performance, and supporting staff to improve.
- Annually review the professional development of all staff at the school and report progress and actions to the Governing Body.
- Demonstrate effective communication, orally and in writing, to a range of audiences.
- Lead, consult on, and monitor the development of all school policies and practice to define the work and organisation of the school.
- Manage the school environment effectively and efficiently, ensuring that it meets both curricular and health and safety requirements, and is maintained and enhanced, as resources allow, as an important part of the school's overall offer and experience.
- Develop and maintain a broad range of extracurricular activities across the school, to support diversity, inclusion, and challenge to children.
- Actively promote and celebrate the positive benefits of a diverse society.

Effective use of staff and resources

- Ensure all staff and resources are deployed efficiently and effectively to meet specific objectives identified through strategic planning.
- Allocate and ensure effective management of the school budget, in consultation with the governing body and the LA.
- Ensure that the quality of the learning environment is sustained, and appropriate Health and Safety site security regulations are secured.

Partnerships

Henry Maynard is part of a soft federation – the Federation of Walthamstow Central Area Schools (FoWCAS) - whose focus is Collaborating and sharing good practice; Developing teaching and learning; Achieving financial efficiencies; Sharing resources.

The Headteacher will:

- Promote and develop positive partnerships with pupils and their families and carers and ensure information is regularly exchanged about learning achievement and progress and development.
- Inspire and influence others to believe in the fundamental importance of education in young people's lives and to promote the value of education to all staff.
- Work closely with the governing body and provide relevant and accurate advice and information to support it in the exercise of its strategic role.
- Work closely with the LA and provide relevant advice on issues concerning primary education.
- Promote effective relationships with the local community, appropriate organisations and agencies.
- Work in close professional partnership with external agencies, partner schools, staff and parents of pupils.

Admissions management

- To ensure effective management of admissions arrangements, including transfer issues to assure a smooth transition for all learners in line with school policy.

Safeguarding and promoting the welfare of children

This school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

The Headteacher will:

- Provide a calm, safe and well-ordered learning environment, where all pupils can achieve well and feel safe and where staff and pupils are focused on safeguarding.
- Ensure that all statutory and advisory duties regarding safeguarding and child protection are in place and robustly monitored.

Accountability

- To be accountable for the efficiency and effectiveness of the school. To have responsibility for and be accountable to pupils, parents, staff, local employers, the LA, the local community and governors.
- To be accountable for regular school self-evaluation and external evaluation of the school.

PERSON SPECIFICATION

Quality	Essential / Desirable	Assessment method (Application / Interview / Assessment)
Qualifications <ul style="list-style-type: none"> Degree and qualified teacher status NPQH or other relevant professional qualification Proven commitment to professional development in leadership and management 	E D E	Ap Ap I
Experience <ul style="list-style-type: none"> Experience of working with a diverse student body and demonstrable ability to accommodate this to achieve learning outcomes. Senior Leadership experience as an existing headteacher, deputy headteacher or an exceptionally-experienced Senior Leader, and experience of teaching across the primary curriculum. Proven track record of leading school improvement and raising standards. Experience of applying up to date knowledge of safeguarding. Experience of, and commitment to, working closely and collaboratively with the Governing Body to develop and implement a shared vision. Experience of supporting trainee teachers and awareness of the requirements of running a Training School. Experience of income generation in an education setting. Understanding of the unique challenges associated with running a large, split-site school. Extensive experience of designing, implementing and monitoring the effectiveness of interventions for supporting disadvantaged children. 	E E D E D E D D E	Ap / I Ap / I Ap / I Ap I Ap / I I I Ap / I
Qualities, Skills and Knowledge		
<ul style="list-style-type: none"> A positive and resilient individual, who can work under pressure with drive, vision and integrity. Has an enquiring mind, with an ability to scrutinise, reflect on and learn from a variety of different information sources Regarded as personable and approachable by everyone within the school community Can demonstrate highly effective management skills to ensure that 	E E E E	I Ap / I Ap / I Ap / I

<p>resources - financial and otherwise - drive the continuous improvement of teaching and standards of learning for all pupils.</p> <ul style="list-style-type: none"> ● Passionate about quality and effective teaching, maintaining a clear and rigorous system for monitoring, evaluation and improvement. ● Committed to providing an engaging, rigorous, broad and relevant curriculum and stimulating and successful extra-curricular activities. ● Can use, analyse and monitor pupil assessment data, benchmarks and feedback to identify needs and trends, in order to promote an appropriate level of challenge to all pupils and ensure whole-school accountability for pupil outcomes. ● Has a well-informed commitment to inclusivity and knows how to ensure that the needs of all learners are met ● Passionate about the holistic experiences of children at school, recognising the importance of children's emotional wellbeing. ● Understands the importance and has experience of implementing strategies for differentiated learning to ensure that all children achieve their potential. ● Excellent communicator, with demonstrable experience of communicating effectively to different audiences across different channels. ● Willingness to undertake continuous professional development to ensure the school maintains a best practice approach to education and attainment. 	<p>E</p> <p>E</p> <p>E</p> <p>D</p> <p>E</p> <p>D</p> <p>D</p> <p>E</p>	<p>I / As</p> <p>I / As</p> <p>As</p> <p>Ap / I</p> <p>Ap / I</p> <p>Ap / I</p> <p>I</p> <p>Ap</p>
<p>Leadership</p> <ul style="list-style-type: none"> ● Able to collaboratively maintain an ambitious vision and inspire others to bring it to life ● Can motivate and inspire all stakeholders – pupils, staff, parents/carers and governors – to commit fully and engage with the school to enhance pupils' learning and development ● Can identify excellent teaching practice and provide effective feedback to bring out the best in teaching staff ● Understands the relationship between performance management, continuous professional development (CPD) and sustained school improvement ● Can lead rigorous, fair and transparent systems and measures for managing the performance of all staff with positivity ● Can set clear standards for behaviour, and motivate and inspire pupils, staff, parents and carers, and governors, to be their best. ● Has a well-informed passion for diversity and inclusion, and experience in bringing that to life in the context of school leadership. 	<p>E</p> <p>D</p> <p>E</p> <p>D</p> <p>E</p> <p>D</p> <p>D</p>	<p>I</p> <p>I</p> <p>As</p> <p>I</p> <p>As</p> <p>I</p> <p>I</p>

HOW TO APPLY

Henry Maynard is committed to safeguarding children. All post holders in regulated activity are subject to appropriate vetting procedures and a satisfactory enhanced DBS check.

The closing date for applications is midnight **Thursday 28th November**, please email all applications to s.fieldhouse@henrymaynard.waltham.sch.uk.

In addition to the application form, you will need to submit a Supporting Statement, setting out the relevant experience, skills and competencies you will bring to the role and your vision for Henry Maynard. This should outline how you meet the job description and person specification, detailed in this application pack. We want the best people in our school, so we welcome and encourage applications from teachers with a diverse variety of backgrounds, irrespective of sexuality or gender identity/expression. We are committed to equality of opportunity for all so even if you think you don't meet all the criteria, we would still love to hear from you

If you would like to pop in to the school in advance of the interview dates, please contact s.fieldhouse@henrymaynard.waltham.sch.uk to arrange a visit.

Interviews will take place on 12th/13th December.

We look forward to meeting you.

