

# WESTBOURNE PRIMARY SCHOOL

Anton Crescent, Collingwood Road,  
Sutton, Surrey, SM1 2NT

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Registered Company number 7626526



Headteacher: Miss K. Ritchie, B.Ed.  
Deputy Headteacher: Mr D Miracapillo, BA, MA

School Website: [www.westbourne.sutton.sch.uk](http://www.westbourne.sutton.sch.uk)  
Assistant Headteacher: Mrs. A. Fulton, B.Ed

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*"Westbourne is a friendly, caring, family community, striving for excellence - committed to achievement and sharing in the success of each individual"*

February 2018

## Headteacher Post

Thank you very much for expressing an interest in the advertised Headteacher post at our school.

Westbourne is a friendly, caring, family community striving for excellence - committed to achievement and sharing in the success of each individual. The aim of the school is to help children develop lively, enquiring minds and a love of learning, together with a sense of self-respect and respect for others.

Westbourne is a three form entry Primary School and Nursery set in extensive grounds close to Sutton Town Centre. Building work to accommodate the growing school was completed in August 2017 and by September 2018 EYFS and KS1 will have expanded from two to three forms of entry.

There are 510 pupils on the school roll plus 52 in the Nursery with the age range from 3 – 11. We consistently achieve results above the national average for English, Maths and Science. All staff work collaboratively to ensure that every child is cared for, supported and able to develop.

Westbourne staff run a large and varied timetable of clubs both before and after the school day and these are attended by over 80% of the pupils. The school has achieved a number of awards including International School Award, Gold School Games Award and Silver Learning Outside of the Classroom. The broad and creative curriculum offered is enriched with a wide variety of educational visits for all year groups.

We are very proud of the sustained achievements of all the pupils, teachers and other staff at Westbourne and we are seeking a forward thinking, highly motivated and dynamic person to be our new Headteacher. The successful candidate will have exceptional leadership and people management skills and a commitment to excellence in everything that they do.

### Key Requirements - we are looking for a Headteacher who will:

- Successfully lead the school in this ever-changing landscape
- Have a clear educational philosophy and vision which focuses on raising achievement and standards across the whole school
- Maintain our culture of high expectations of attainment and progress
- Lead by example in promoting our pupils' welfare, learning, emotional well-being and happiness
- Promote inclusion and diversity

- Have the personality, skills and understanding to lead and manage a highly effective team
- Have a recent proven record of effective leadership, performance and management
- Embed a collegiate approach which promotes the highest quality of teaching and learning
- Lead the school community with enthusiasm and a continuous drive towards excellence
- Be committed to working in partnership with governors, staff, parents/carers, key partners and the local community to ensure the future development of Westbourne Primary School.
- Be committed to maintaining and building Westbourne's strengths through the expansion of the school and the development of the MAT

Our Application Pack includes:

Person Specification  
Job Description  
Application form  
Guidance on Completing Application Form

I do hope that you choose to make an application.

Visits to the school are warmly welcomed.

Please telephone Mrs Diane Slack (School Business Manager) at the school on 020 8644 8453 to make an appointment. The school office will be closed week commencing 12<sup>th</sup> February for half term.

Please send your completed application form either by email to [dslack@suttonmail.org](mailto:dslack@suttonmail.org) or by post to me at the school.

The final date by which applications must be received is 17.00 hours on Wednesday 7<sup>th</sup> March 2018.

We will shortlist candidates on Thursday 8<sup>th</sup> March 2018 and shortlisted candidates will be notified on Friday 9<sup>th</sup> March.

The assessment day for shortlisted candidates will take place on Friday 16<sup>th</sup> March 2018.

Once again, thank you for your interest in our school.

Yours sincerely

Mr Bernie Higgins  
Chair of Trustees