

Archbishop Sumner
Church of England Primary School



"We are looking for a new Headteacher"

Headteacher APPLICATION PACK

December 2018


Lambeth



Southwark Diocesan Board of Education
Developing Church of England Education



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Archbishop Sumner Church of England Primary School

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www.archbishop-sumners-primary.lambeth.sch.uk

December 2018

Dear Applicant

Welcome to Archbishop Sumner school and thank you for your interest in the position of Headteacher.

Archbishop Sumner school (ABS) is an outstanding two-form entry primary school in Kennington in the London borough of Lambeth. Our children come from truly diverse backgrounds and speak many languages. We are a Church of England school and pride ourselves on our Christian ethos and strong links with St Anselm's church in North Lambeth Parish.

After 18 years in post our current Headteacher Mrs Ursula Ovenden is retiring in July 2019. We are therefore seeking a new Headteacher to lead the school into the future, inspiring the next generation of pupils, developing the very best teachers and anchoring the school in a strong and supportive community. As a Church of England primary school ABS has strong links to the local parish and clergy, developed through pastoral links, the curriculum and collective worship. Fostering these links and encouraging the Christian ethos of the school has proved invaluable to the school over the years, giving pupils confidence and an understanding of faith.

We expect our new Headteacher to bring strong leadership skills, a track record of educational excellence, commitment to staff development and, above all, ensuring that all pupils reach their potential. Assisted by a dynamic and ambitious senior leadership team and staff team, and with the support of a supportive and experienced Governing Body, you will have the opportunity to ensure that ABS is a beacon of outstanding practice in Primary education for all, and has the premises and facilities it needs to sustain the next phase for the school. This will need to be achieved in the context of an inner-city London school, with a significant number of our children being eligible for the pupil premium and a higher than average incidence of SEND and EAL. It will be immensely rewarding for the new Headteacher with plenty of opportunity for innovation in this lively school.

In this pack we have provided some of the information about ABS that I hope you will find useful. What I cannot convey on paper is the unique and special ethos of ABS which can really only be appreciated by coming to look around. Please do get in touch, and I look forward to meeting you.

Yours sincerely,

Freya Thomas Monk

Chair of Governors





Archbishop Sumner is a Church of England nursery and primary school, located in Kennington, just a short walk from the river Thames in the London Borough of Lambeth. We are a voluntary aided school.

Our children and staff reflect the rich cultural diversity of our inner city community and we have a very close link with the Parish of North Lambeth, as well as the Diocese and the Lambeth Church of England heads network.

The school was judged 'Outstanding' by Ofsted in each of its last three inspections: 2006, 2009 and 2014. We are also a SIAMS Outstanding school.

Our Mission:

We will work together to ensure that each child in our school gains self-belief and achieves their full potential as a child of God, and a valued member of the community.

We will do this through:

- A determined focus on teaching and learning
- A firm belief in that children here can and will achieve as well as / better than children anywhere
- A commitment to a living Christian faith that unites us in this purpose, recognising and affirming the full diversity of our school community

In a recent strategy review we confirmed that we will focus on these aims through the following strategic themes:

1. To attain excellence in teaching, achievement and progress for all children.
2. To attract, nurture, and develop the very best teachers.
3. To confidently and comprehensively support children with SEND.
4. To anchor the school, and its pupils and families, in a strong and supportive community.
5. To provide richness and variety in extracurricular activities for all children, and instill in them a strong sense of self worth.

Our school prides itself on having a welcoming atmosphere.

Many years ago, when Archbishop Desmond Tutu came to open the courtyard garden, a visitor wrote to the school saying *"The Archbishop was right. You have created a garden of delight, a place of flourishing life and sheer exuberance."*

We want our school to continue growing and we constantly seek to improve and find new and better ways of developing and enriching our children's lives.

Find out more at www.archbishop-sumners-primary.lambeth.sch.uk



Links to the wider community

Archbishop Sumner School embraces its links to communities in and around the school, in particular with the local parish, but also the wider diverse community. We enjoy making the most of central London location, and all the opportunities this brings.

Inclusion

Inclusion is at the heart of our mission to ensure that each child gains self-belief and achieves their full potential. This can be seen everywhere around the school. We pride ourselves on knowing our children and knowing what they need. The most recent SIAMS inspection report commented: *"The school is characterised by knowing and valuing every pupil, whatever their ability or background, and this has resulted in consistently high standards of achievement, well-being and behaviour".*

"Pupils know that they matter" said a governor and because pupils are known so well, everyone's talents are fostered.'

We have a full-time SENDCO/Inclusion Manager, who is part of the senior leadership team, plus a purpose built and staffed Language Resource Base, which can accommodate up to 15 children with speech, language and communication needs.

Growth mindset

In order to develop our pupils' learning skills and to encourage a lifelong love of learning, we actively promote a 'Growth Mindset'. We encourage all pupils to have a positive attitude to learning, to accept and respond to feedback and to understand that we learn through making mistakes.

Creativity and Aspiration

We ensure that teaching is very creative and embrace new ideas which enable children to develop their talents and abilities. We are constantly seeking to improve and are highly aspirational.

The school works in partnership with various clusters and organisations to challenge, develop, enhance and improve the curriculum, which is creative and always developing. Children contribute frequently to vibrant displays inside and outside of the classroom, helping make this such a welcoming place.

Social, cultural, moral and spiritual development is strong and supported by a wide range of initiatives, such as weekly values linked to all aspects of school life, philosophy for children and our close links with the local parish and clergy. The school community is developed through whole school projects and topics and our pupils are very supportive and appreciative of each other's work and achievements.

Extracurricular activities

We pride ourselves in offering a wide variety of clubs to children from Reception to Year 6, which are open to everyone - covering different art forms, nature explorers, Spanish, football and a wide range of music opportunities: piano, drum kit, African drums, choir and rock, brass and steelpan bands. Our bands are an integral part of the local community and frequently support events at school, within the parish and beyond. Last year's appearances included the Royal Festival Hall, Lambeth Palace and Windrush 70 celebrations.

We also offer wide range of sports opportunities for all levels of ability, making full use of our outdoor facilities and sports pitch, providing children from a highly built up area with the freedom and space to breathe. School teams play in a range of local competitions, including netball, football, athletics, cricket and rounders.







The job description should be read alongside the range of duties and responsibilities of Headteachers as set out in the current Teachers' Pay and Conditions Document.

Job title:
Headteacher
Start date:
September 2019

Salary:
Scale L18 - 24 + up to 25% discretionary allowance

Purpose of the post:
To develop and implement strategic direction and overall vision for Archbishop Sumner Primary School to ensure all pupils receive an outstanding education that develops their full potential in their academic, spiritual and moral life, whilst maintaining the school's deep links with the parish and local community.

1. Shaping the future

- Ensure the Vision and Values of the school, including its Christian and community character, are clearly articulated, shared, understood and acted upon effectively by all.
- To welcome and embrace faith and actively promote the school's close links with the Church.
- Work within the school community to translate the School Values into agreed objectives and operational plans which will promote and sustain school improvement.
- Demonstrate the School Vision and Values in everyday work and practice.
- Motivate and work with others to create a shared culture and positive climate.
- Ensure creativity, innovation and the use of appropriate new technologies to achieve excellence.
- Ensure that strategic planning takes account of the diversity and experience of the school and the wider community.
- Be aware, and plan around, funding, education policy and demographic developments, and anticipate trends.
- Lead the school's journey in this current uncertain financial climate.
- Treat people fairly, equitably and with dignity and respect to create and maintain a positive school culture.

2. Leading Teaching and Learning

- Ensure a consistent and continuous school-wide focus on pupils' achievement, with learning at the centre of strategic planning and resource management.
- Ensure a culture and ethos of challenge and support where all pupils can achieve success and are engaged in their own learning, with high expectations for the whole school community.
- Manage, determine, organise and implement a diverse, flexible and creative curriculum and implement an effective assessment framework.
- Challenge underperformance at all levels and ensure effective intervention and follow-up.
- Support and encourage the school culture of wide ranging visits and experiences to give children the widest possible opportunities to excel.
- Implement strategies which secure high standards of behaviour and attendance.
- Be aware of the needs of pupils in transferring to secondary education.
- Take a strategic role in the development of new and emerging technologies to enhance and extend the learning experience of pupils.

3. Developing self and working with others

- Build a collaborative learning culture within the school and actively engage with other schools to build effective learning communities.
- Ensure parents, carers and pupils themselves are well informed about the curriculum, attainment and progress and the contribution each can make to support the child's learning.
- Develop and then maintain effective strategies and procedures for staff induction, professional development and performance review.
- Ensure effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks, motivation of staff, and devolution of responsibilities.
- Work collaboratively with the Governing Body, providing information, objective advice and support, to enable it to meet its responsibilities.
- Manage own workload and that of others to allow an appropriate work/life balance.



4. Special educational needs

- Promote equality and inclusion in all aspects of school life and ensure that children with Special Educational Needs and Disabilities are fully welcomed into and included in the school.
- Actively work to fulfil the school's mission to ensure that each child in our school gains self-belief and achieves their full potential, with particular respect to children with Special Educational Needs and Disabilities.
- To ensure that objective identification procedures are maintained so that all pupils are appropriately provided for and that special educational needs provision is made throughout the school.
- To ensure that the Code of Practice requirements are met, including identification of needs, individual education plans and records, review and full assessment as necessary.
- To implement the school's SEN plans to ensure that pupils' needs are fully met and that resources are targeted, monitored and evaluated for best value.
- Sustain and further develop the Language Resource Base and include pupils admitted to it as fully as possible in the life and curriculum of the school.
- To continuously assess and improve the accessibility of premises, curriculum and information to all pupils.

5. Strengthening Community

- Commit to safeguarding and the welfare of children and young people and follow all associated child protection and safeguarding policies as adopted by the school and Local Authority.
- Embrace the Christian ethos and the deep links to the local parish and wider community.
- Build a school culture and curriculum which takes account of the richness and diversity of the school's communities.

- Create and promote positive strategies for challenging prejudice and dealing with any harassment.
- Ensure learning experiences for pupils are linked into and integrated with the wider community, including community-based learning experiences.
- Collaborate with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural wellbeing of pupils and their families.
- Create and maintain an effective partnership with parents and carers to support and improve pupils' achievement and personal development.
- Seek opportunities to invite parents and carers, community figures, businesses or other organisations into the school to enhance and enrich the school and its value to the wider community.
- Contribute to the development of the education system by, for example, sharing effective practice, working in partnership with other schools and promoting innovative initiatives.

6. Managing the organisation

- Produce and implement clear, evidence-based improvement plans and policies for the development of the school and its facilities.
- Manage the school's financial resources effectively and efficiently to achieve the school's educational goals and priorities setting appropriate priorities in partnership with the Governing Body.
- Create an organisational structure which reflects the school's values, and enable the management systems, structures and processes to work effectively in line with legal requirements.
- Recruit, retain and deploy staff appropriately and manage their workload to achieve the vision and goals of the school.

- Ensure individual staff accountabilities are clearly defined, understood and agreed and subject to rigorous review and evaluation in an appraisal process.
- Develop and maintain the school environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations and maximizes the usefulness of each resource both indoors and out.
- Ensure that the range, quality and use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all pupils and provide value for money.
- Use and integrate a range of technologies effectively and efficiently to manage the school.
- Ensure the school places, reviews and uses contracts effectively.
- Actively seek to implement the school's equal opportunity policy and the objective to promote equality of opportunity in relation to the duties of the post.
- Work in compliance with all relevant legal practises, including new legislation.





Qualifications

- Qualified Teacher Status.
- Recent and relevant professional development.
- A leadership and management qualification (desirable).

Religious commitment

- Respectful of the church faith, and pupil's diverse faith and community.

Personal attributes

An outstanding educationalist

- Proven experience of fostering outstanding teaching and learning.
- A thorough knowledge of how to build a curriculum which inspires children, including activities and engagement to support learning and children's wider development.
- Experience of work across all primary ages.
- The ability to deliver education which ensures that children thrive regardless of background or prior attainment.
- Experience of accelerating progress for all children, from those with special educational needs to the most able.
- A strong track record of raising standards.

A leader of engagement with parents, carers and community

- Acting as the lead ambassador for Archbishop Sumner Primary School in attracting and inspiring parents.
- Maintaining and embracing links to the local parish and wider community to support learning and children's wider development.
- Supporting the staff team to engage with parents to assist them in contributing to the school and their children's success.
- An interest in our school as a focus for our local community.
- Experience of teaching/leading in an inner-city, culturally diverse environment

An inspiring school leader

- Previous successful experience of Headship or Membership of the Senior Leadership Team (essential).
- Demonstrable success at delegating, motivating, empowering and building the capacity of a strong senior team and staff group.
- Able to respond quickly to issues as they arise, use judgement and be available to support staff directly when necessary.
- Experience of distributing leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account.
- Able to embed and maintain good systems and structures to ensure the smooth operational running of the school.
- The skills to create and nurture partnerships with other schools for the benefit of our school and the wider school system.
- Commitment to safeguarding and promoting the welfare of children and the ability to engage staff and volunteers in making it happen.

A commitment to continuous improvement

- Demonstrable track record of analysing, interpreting and understanding relevant data to enhance the education that we provide including immediate academic development and children's longer term learning.
- Able to work with others to share practice and to sustain Archbishop Sumner Primary School as a centre of excellence.
- The experience to spot, retain and develop talent for the benefit of the individual staff member and the school.
- A demonstrable ability to oversee process for school management, supported by the senior team and office staff.





This is an outstanding opportunity to join us as our new Headteacher, lead the school into the future and inspire the next generation of pupils.

If you believe you have the relevant skills and experience for this position, please apply.

An application form is provided online or can be obtained from our School Business Manager, Hazel Thompson, on 020 7735 2781 email: hthompson@absprimary.school

- Completed applications to be emailed to Hazel Thompson and received by 21st January 2019.
Supporting statements should not exceed three pages.
- Shortlisted candidates will be notified by 25th January 2019.
- Interviews will take place at Archbishop Sumner School on 5th and/or 6th February 2019.

Our school is committed to safeguarding and protecting the welfare of children. Appointment is subject to an enhanced DBS check.

School visits are strongly encouraged.

To make an appointment please contact Hazel Thompson.

Candidates may also wish to contact Ros Scherler, School Improvement Adviser, on 07986 643456 email: roscherler17@yahoo.co.uk

