



IMMANUEL AND ST ANDREW CHURCH OF ENGLAND PRIMARY SCHOOL HEAD TEACHER CANDIDATE INFORMATION PACK





IMMANUEL & ST. ANDREW C.E. PRIMARY SCHOOL

Northanger Road, SW16 5SL

Telephone: 020-8679 5005

www.immanuelschoollambeth.org

Twitter @immanuelprimary

Dear Candidate,

Thank you for your interest in the position of Head Teacher at Immanuel and St Andrew Church of England Primary School. Our Head Teacher is moving on to a new challenge after 11 years in the role and we are looking for someone exceptional to join us as we start a new chapter in the development of our school.

Immanuel is a genuinely exciting school to be a part of. Our new Head Teacher will lead a fantastic team of young and committed staff, capable and informed governors and children who make us proud to be involved in their school. We are based in Streatham with excellent transport links, a beautiful common and a distinctive community with a busy calendar of festivals and events.

Our uniquely balanced faith and community intake means that we have a vibrant and diverse school community. At the same time, everything we do at Immanuel is informed by our Christian faith and values. These values drive our inclusive approach, celebrating difference whilst reaching out to encourage everyone - staff and pupils alike - to fulfil their potential. We are lucky to be supported in this endeavour by very close ties with our local church and vicar, and a fantastic and involved parent body.

Last year our uncompromisingly aspirational approach was recognised with an Ofsted outstanding judgement. But our school's development does not stand still. We are this year for the first time a fully two-form entry school. We are excited about the opportunity this change provides to enhance the education we offer our children, the facilities they enjoy and the community in which we work. You will see that our attainment outcomes are excellent, and we mean for that to continue, but we also measure ourselves on how we develop the whole child, creating confident and caring individuals to send out into the world.

We are looking for a Head Teacher who shares our high aspirations for every child and who has the warmth and vision to lead our school on this next stage of our journey.

Have a look at our video, which you can download at <https://vimeo.com/94404194> to see what makes Immanuel special but, even better, please come and see for yourself. We would be delighted to show you our school. To arrange a visit simply contact Vivien Hamilton, our School Business Manager, at vhamilton@immanuelschoollambeth.org.uk or on 0208 6795005.

We look forward to hearing from you,

Yours sincerely,

Miranda Zaltzman (Chair of Governors)



IMMANUEL AND ST ANDREW
CHURCH OF ENGLAND PRIMARY SCHOOL

SCHOOL PROFILE

ADDRESS: Northanger Road, Streatham, London, SW16 5SL

WEBSITE: www.immanuelschoollambeth.org

TWITTER: [@immanuelprimary](https://twitter.com/immanuelprimary)

LOCAL AUTHORITY: Lambeth

Background information:

Immanuel and St Andrew Church of England Primary is an outstanding and oversubscribed two form entry school. Immanuel has excellent facilities and is financially secure. The school is situated near Streatham Common and is served by numerous local bus routes and excellent overland rail routes into and out of London from the nearby Streatham and Streatham Common Stations.

Our Vision:

By demonstrating our Christian values, children at Immanuel will develop a love of learning, independence, skills and knowledge necessary to fulfil their potential and become well-balanced, resilient, active members of our community.

Characteristics/Context:

Size	456 pupils on roll (including 50 part-time nursery pupils)
Ethnicity	Significant groups: 25% White British 18% Polish 15% Black African 14% Black Caribbean
EAL	50% (levels 1 to 4)
SEN	11% (pupils with SEN support or statement/EHCP)
Pupil Premium	20%
LAC	2 pupils
Attendance	96.87% (unauthorised absence 0.34%)
Inspections	Ofsted (July 2015): Outstanding Statutory Inspection of Anglican and Methodist Schools (SIAMS) (December 2014): Outstanding

Achievement at Immanuel 2015

EYFS (2015 National percentages in brackets)

Immanuel 2015 67% (64%)

Year 1 Phonics Check (2015 National percentages in brackets)

Immanuel 2015 80% (77%)

Key Stage One (2015 National percentages in brackets)

Reading Level 2 95% (91%)

Reading Level 3 32% (32%)

Writing Level 2 93% (88%)

Writing Level 3 23% (18%)

Maths Level 2 95% (93%)

Maths Level 3 30% (26%)

Key Stage Two (2015 National percentages in brackets)

Reading:

Level 4 100% (88%)

Level 5 65% (48%)

2 levels of progress 100%

Writing:

Level 4 95% (87%)

Level 5 55% (36%)

2 levels of progress 100%

Spelling, Punctuation & Grammar:

Level 4 95% (77%)

Level 5 75% (52%)

2 levels of progress n/a

Maths:

Level 4 100% (87%)

Level 5 57% (42%)

2 levels of progress 100%

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HEAD TEACHER – APPLICATION PROCESS

Application format

All applications are to be made using the application form, available online at www.immanuelchoollambeth.org or from Vivien Hamilton, School Business Manager, at vhamilton@immanuelchoollambeth.org.uk or on 0208 6795005.

Your application form should be completed with specific reference to the qualities found in the person specification and, where appropriate, the job description. Your supporting statement within that application form should be no more than 1200 words long.

CVs and covering letters will not be accepted.

Key dates

Closing date:	Monday 12 September 2016 at 12 noon
Shortlisting:	Tuesday 13 September 2016
Interview dates:	Tuesday 20 and Wednesday 21 September 2016

School visits

We would be delighted to show you our school. Visits can be arranged through Vivien Hamilton, contactable as above.

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HEAD TEACHER - JOB DESCRIPTION

This job description should be read alongside the range of duties and responsibilities as set out in the *School teachers' pay and conditions document 2015* and the Department for Education's *National standards of excellence for head teachers* (January 2015).

The role: To lead, organise, manage and develop the school, in order to promote the highest possible standards and to maximise the attainment and personal development of all pupils, in a caring and inclusive Christian environment.

LEADERSHIP AND MANAGEMENT

In consultation with the Governing Body, to create and implement a strategic plan which builds on the school's strengths, and which identifies priorities and targets for ensuring that pupils maximise their potential and develop as well-balanced, resilient, and active members of our community.

Work with, and be accountable to, the Governors for the implementation of policy, providing careful monitoring and review to ensure its effectiveness.

Provide effective and sustainable management of the school's finances and budget, ensuring that the deployment of resources properly reflects the priorities of the school.

Treat everyone in the school community fairly, and with dignity and respect, to create and maintain a positive school culture.

Lead by example, demonstrating integrity, creativity, resilience, and clarity of purpose.

PUPILS

Ensure a culture and ethos of challenge and support where all pupils can develop a love of learning and maximise their potential.

To promote positive and responsible pupil behaviour based on expectations of mutual respect - championing exemplary behaviour through positive re-enforcement.

To support and ensure the provision of a rich, balanced and extended curriculum accessible to all pupils.

Ensure a consistent and continuous school-wide focus on pupils' achievement, using data and benchmarks to monitor progress in every child's learning.

To 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 Local Authority

TEACHING AND LEARNING

Take overall responsibility on behalf of the Governors for the implementation of the school's curriculum policy, and for the quality of teaching, learning and assessment.

To encourage and promote the sharing of effective classroom practice, creating an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.

Demand ambitious standards for all pupils, and instill a strong sense of accountability in the staff for the impact of their work on pupils' outcomes.

Work collaboratively with other schools, and the broader educational community, to share expertise and continuously develop good practice.

STAFFING AND STAFF DEVELOPMENT

This school is committed to safeguarding and promoting the welfare of children and the Head will need to ensure that all staff and volunteers share this commitment.

To lead, value and inspire a team of staff, promoting collective responsibility and teamwork to enable all pupils to achieve their full potential.

To be responsible with the Governors for the appointment of all staff in accordance with the current School Staffing Regulations, and committed to ensuring that the successful candidates are the best fit for the school, and have the potential to achieve the school's agreed aims and objectives.

To develop effective leadership at all levels through high quality continuous professional development; identifying and supporting aspiring leaders, leading to clear succession planning and enhanced levels of retention.

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.

THE SCHOOL'S ETHOS

Lead the spiritual, moral, social, and emotional life of the school, ensuring that the Christian values of the school, encapsulated in the school's vision statement, are embedded throughout school life.

Preserve and develop the religious character of the school, having regard to the Church of England character, by providing leadership within a Christian context.

Create an environment where all pupils and staff can benefit from guidance, and pastoral care, providing support which is accessible and responsive, and which includes liaison with parents/carers, the Church and outside agencies.

Ensure that collective worship remains at the heart of school life by leading inclusive and engaging collective worships which are always age-appropriate and relevant to our children and the whole school community.

WORKING WITH OTHERS

Welcome strong governance and actively engage with the Governing Body so that it understands its role and delivers its functions effectively.

Attend regular Governors' meetings and committees, and implement in a timely way the decisions of the Governing Body.

Keep abreast of educational developments nationally and consider implementation of new initiatives with Governors and staff.

Enhance and develop existing positive relationships and links with Immanuel and St Andrew Church, the Vicar and the Church Wardens (as trustee).

To promote and enhance a positive and effective relationship between home and school, ensuring that parents/carers are fully informed about all matters relating to the education and well-being of their children, and recognise their own responsibilities.

To foster a sense of community, by further developing the school's engagement with a wide range of community groups, including building on existing relationships with other churches and faith groups in the local area.

To ensure effective liaison with the Southwark Diocesan Board of Education, the Local Authority, its officers and other Council departments and organisations serving the school.

INCLUSION AND EQUALITY OF OPPORTUNITY

To take responsibility, appropriate to the post, for tackling unlawful discrimination amongst all groups in line with the Equality Act 2010.

To ensure that equality of opportunity is placed at the heart of all school activities and that any barriers to educational achievement are identified and addressed.

To actively promote and celebrate the positive benefits of living within a culturally and ethnically diverse society.

SCHOOL BUILDINGS AND FACILITIES

To ensure effective supervision, safety and security of the school environment, taking responsibility for school buildings.

To maintain and further develop a safe and stimulating learning environment.

To have regard to relevant duties under Health and Safety legislation to take reasonable care for the health and safety of oneself and others, and to comply with applicable safety rules and procedures.

When working with computerised systems to be actively aware of responsibilities at all times under the Data Protection Act 1998 for the security, accuracy, and significance of personal data held on such systems.

No job description can account fully for all tasks needing to be performed by Head Teacher and as such the contents of this document should not be seen as exhaustive. The post-holder will be required to carry out any and all duties reasonably required by Governing Body

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HEAD TEACHER - PERSON SPECIFICATION

Education, training and experience	Essential (E) / Desirable (D)
Qualified Teacher Status.	E
Senior leadership experience as a Head Teacher, Deputy Head Teacher or Assistant Head Teacher.	E
Postgraduate degree or equivalent.	D
National Professional Qualification for Headship (NPQH).	E
Designated person safeguarding training, or a willingness to undertake the same.	E
Clear evidence of commitment to own professional development, with an ability to identify their own learning needs.	E
Skills and Personal Qualities	
Personally committed Christian and a practising member of a mainstream Christian Church.	E
Outstanding communicator (written and oral), able to engage positively with others holding different opinions and views.	E
Emotional resilience, stamina and flexibility when dealing with challenging issues and circumstances.	E
Experience of managing change successfully, encouraging innovation and empowering others to carry a vision forward.	D
In-depth knowledge and understanding of current educational priorities and Ofsted expectations.	E
Experience of Ofsted inspection at a senior level.	D
Approaches school life with empathy, compassion and a sense of humour.	E

Leadership and management	
Experience of working in a Church school	D
An excellent understanding of the expectations of a Head Teacher working in a church school (in comparison to a non-faith school).	E
Ability to enthuse, inspire and motivate children, staff, parents and governors through aspirational leadership.	E
Experience of successful financial planning and budget management, including specific funding initiatives, eg pupil premium funding.	D
Proven ability to devise, implement and monitor effective measures for improving the performance of the school, and the attainment of pupils, based on rigorous self-evaluation, inspection reports and all relevant data.	E
Experience of, and commitment to, effectively safeguarding and protecting the welfare of children.	E
Pupils	
Experience of providing a rich, balanced and extended curriculum which is accessible to all.	E
Commitment to a broad view of education, embracing creative arts, sport and extra-curricular activities/projects which increase opportunities for all pupils.	E
A love of learning which they are able to communicate to, and instill in, children.	E
Genuine belief in, and commitment to, the use of positive behaviour management strategies for achieving exemplary behaviour.	E
Teaching and Learning	
Clear and demonstrable understanding of the new curriculum and assessment strategies and criteria.	E

A strong record as an outstanding teacher with a clear vision of how to help others to develop outstanding teaching skills.	E
Experience of evaluating and monitoring the quality of teaching, learning and assessment, enabling the development of outstanding classroom practice in a primary school.	E
Good working knowledge and experience of teaching across all primary age groups, including a solid understanding of the Early Years and Foundation Stage.	E
Staffing and staff development	
Experience of recruiting and working to retain staff.	D
Proven ability to implement, lead and monitor effective performance management and develop the full potential and ability of staff.	D
Experience of developing a team of staff to work cohesively together, creating an environment of mutual support and challenge.	E
The School's ethos	
Ability to actively embody the values of the school and its spiritual ethos.	E
Evidence of a commitment to pastoral care and ensuring the well-being of all in the school community.	E
Ability to develop and enhance existing positive relationships with Immanuel and St Andrew Church, the Vicar and church wardens, and to foster and promote a positive relationship with other faith groups represented within our community.	E
Working with others	
Experience of fostering and maintaining successful working relationships with stakeholders – particularly parents and carers - and involving them in the school's development.	E
Capable of acting as an ambassador for the school, promoting it locally and raising its profile in, and involvement with, the wider community.	E

