



Full time Head of Cherry Garden School (Permanent)

To start:
September 2021





Welcome

From the Chair of Governors

Dear Applicant,

Thank you for your interest in becoming Head Teacher at our school. The position has become available because our Head Teacher of 20 years has decided to retire.

Cherry Garden School is an outstanding primary special school for children with severe learning difficulties, including many with complex needs or autism. In January 2019 we moved to our present site in the centre of Peckham in South East London. To meet local needs, our pupil numbers have expanded since then from 46 to 81, with still some capacity to increase to 86. We have an amazing building and playgrounds as a result of the collaborative work between the whole staff and the architects from the earliest stages of the project. (For a quick tour, do take a look at <https://vimeo.com/461395609>)

Our mission is for every child to achieve their full potential and to enjoy their individualised learning journey. Our school community is at the heart of this. We have an enthusiastic and innovative staff team who work closely with our pupils' families. The school has developed its own assessment system, Branchmaps, to enable parents and staff to plan and share the children's progress together. We value our links with the wider community, for example we provide an outreach service for SEN pupils in other schools and we are establishing new links with local services in Peckham.

The Governors are seeking a leader who will build on the school's successes and will take it forwards, whilst managing the challenge of its rapid recent growth. This is a rewarding and exciting career opportunity for the successful candidate. He/She will be well-supported by the staff, the Governing Body and the Local Authority. Please check our information pack for details of the position, how to apply and the timescale.

Visits can be arranged, subject to Covid restrictions, by contacting the school business manager:

Yang Ming Ooi
020 7237 4050
yang@cherrygardenschool.co.uk

We look forward to welcoming you.

Margaret Morton
Chair of Governors



Cherry Garden School is an outstanding special school for pupils from 2-11 years old. Our experienced team of professionals are committed to providing individualised learning, support and opportunities for pupils with severe learning difficulties, complex needs and autism.

Having moved into a brand new building in the heart of Peckham in January 2019, the school benefits from a wide range of fantastic spaces and resources to engage, motivate and inspire our pupils.

Our Vision

Our vision is that Cherry Garden School will provide a learning environment that is professional and caring, encouraging continuous improvement for all. We aim to enable all children to achieve their individual potential, raise their self-confidence and to provide them with learning experiences which are child-centred, stimulating, enjoyable and challenging. Our school is calm and welcoming, safe and secure and adapted to meet individual needs. We encourage continuous improvement for all by promoting the sharing of expertise in the community and welcoming the community in shared experiences

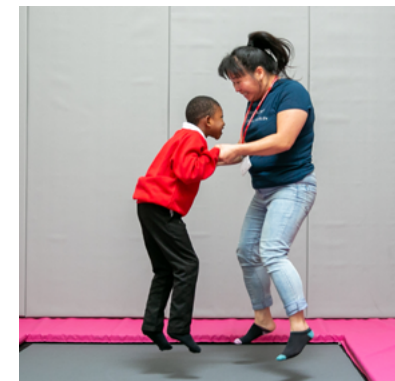
We aim to maintain our exceptional provision by:

- Providing a welcoming, safe and fun loving environment.
- Promoting active learning within the school and local community, where every child can thrive.
- Providing a sensitive and child-centred learning environment with communication at the forefront.
- Promoting professional and respectful attitudes from all.
- Providing specialist support for parents and the wider school community.
- Promoting a collaborative approach to working with partner schools and other agencies.



Our Staff

Our staff are our greatest resource, they are highly trained, able to provide a bespoke curriculum for our pupils and responsive to the needs of individual children. Our classroom staff have training in a wide range of communication systems, such as: Makaton, PECS, alternative communication systems, objects of reference and touch cues. They are also trained to manage pupil medical needs such as gastrostomy feeds and the management of epilepsy and have regular first aid and behaviour management training. Our school team includes our school nurse, specialist dance, music and swimming teachers and visiting therapists including Speech and Language Therapists, Occupational Therapists, Physiotherapists and a Music Therapist.



Head Teacher Vacancy

Job Description

MAIN PURPOSE OF THE ROLE

To provide strategic vision and leadership for the school, to ensure its continued success and to secure a first-class education for all pupils to enable all to achieve their full potential.

The Headteacher will:

- Be a role model for the entire school community, personally inspiring pupils and staff.
- Uphold and articulate the school's values, ensuring they are clearly communicated to staff, pupils and the wider school community.
- Drive strategic leadership – giving staff and the governing body a clear sense of direction for the school's future.
- Work with the leadership team, staff and governors to translate those development plans into action plans that identify clear achievable targets and outcomes. Rigorously and regularly evaluate the school's progress towards those outcomes.
- Ensure that the school continues to have a safe, well organised and caring environment for all our pupils and staff.
- Welcome parents and carers of pupils, encouraging them to participate in their child's education, enabling links between school life and home life, with the aim of enhancing the school experience and helping parents and carers understand how they may utilise that to the benefit of their child.
- Inspire and motivate all staff to achieve their potential and that they enable pupils to attain theirs.
- Monitor progress towards the achievement of each pupil of their full potential, bearing in mind the complex needs of all pupils and their individual situations, and be creative in seeking to achieve that.
- Report to the chairperson of the governing body and to the governing body as a whole at termly meetings, and to meetings of both the resources and curriculum committees, also on a termly basis.
- Manage the finances and resources of the school, working with political and financial astuteness to run the school efficiently and effectively.



Head Teacher Vacancy

Job Description (cont.)

DUTIES AND RESPONSIBILITIES

Pupils

- Ensure the quality of learning experiences for all our children is best in class and that the School demonstrates substantial pupil progress on both academic and non-academic levels.
- Ensure that the needs of our pupils are closely monitored and, working with parents and all staff, are met in a consistent and effective manner
- Ensure a broad, balanced curriculum appropriate for each individual pupil.
- Build positive relations with all members of the school community.
- To provide equality of opportunity by encouraging, developing and challenging the abilities, skills and interests of each pupil recognising and valuing their differences
- To foster amongst pupils a sense of mutual respect for each other, so that they understand and respect the faith, race and culture of others.
- To promote the well-being and safety of all pupils, with particular regard to their needs in an SEN school, to include development and monitoring of Child Protection and safeguarding policies as required.

Staff

- Ensure that statutory requirements for the National Curriculum are met and that all children are enabled to access a broad, balanced and relevant curriculum.
- Ensure that the curriculum and pastoral care of the school is appropriate to the children's differing experiences, interests, aptitudes and backgrounds.
- Give priority to developing high quality teaching and learning across the school, ensuring that this sits at the centre of all strategic planning.
- Ensure that a system for monitoring and developing the quality of teaching and learning is in place.
- Ensure that there is an effective system for assessing, recording and reporting of children's progress.
- Encourage new developments in the curriculum and capitalise on local and national initiatives.
- Enable a culture of 'open classrooms' to assist in sharing best practice.
- Instil in all staff of the need for excellence in teaching to enable pupils to aim for and achieve their full potential.
- Keep up-to-date with educational developments, having a very good knowledge of education systems in the UK and some knowledge of that overseas, enabling best practice to be used at the school.
- Lead by example by seeking personal continuing professional development.
- Enable staff to have training in appropriate matters to the benefit of pupils, their health and safety and for continuing staff development purposes



Head Teacher Vacancy

Job Description (cont.)

Safeguarding

- Designated Safeguarding Lead for the school, attending such Local Authority and internal training as is necessary to be recognised as such and to carry out the role effectively.
- Responsible for the consistent development and delivery of all policies relating to child protection and health and safety and operational practices across the school, ensuring the safety, health and welfare of staff and young people is always to the fore
- To liaise closely with Education, Health and Social Services, and other relevant agencies in dealing with all Safeguarding issues to ensure that all pupils are protected to the highest standards.

School Management

- Ensure that the schools finances are in order, plan strategically for the short, medium and longer term making effective use of budgets and all resources.
- Report to the resources committee and the full governing body, or, if needed, on the request of the chairperson of the governing body or chairperson of the resources committee, between meetings.
- Implement systems to enable the school's organisation, procedures, practices and processes are in working order, updated as necessary and fit for purpose.
- Work closely with and develop a good working relationship with the senior management team.
- Develop a good working relationship with the governing body, in particular with the chairperson, and the chairpersons of the resources and curriculum committees enabling those committees to act as critical friends.

The school in the community

- Act as an ambassador for the school, promoting and raising its profile in the wider community.
- Develop a good relationship with external organisations, both inside and outside the borough – in particular with NHS and social services where required.
- Support and develop the outreach work of the school.
- Build on and develop the working relationship with staff trade unions.
- Facilitate the after-school and holiday time use of the school's premises.

The position is demanding & suitable for full-time working on a permanent basis.

There are no fixed hours for this very important role. Salary will be considered within the statutory guidance for a group 4 Inner London school (L14-27). It is expected that in the near future the school will move to Group 5 following the planned expansion in pupil numbers.

Please note that this job description is indicative of the general nature and level of responsibility of the role of headteacher. The post-holder may be required to carry out other duties as appropriate to the position.



Head Teacher Vacancy

Person Specification

Training & Qualifications			
	Requirement	Essential / Desirable	Assessment Method
1	Degree level qualification, or equivalent, and Qualified Teacher Status	E	A
2	NPQH or equivalent professional qualification	D	A
3	Up to date safeguarding training	E	A
4	Evidence of recent development that prepares the candidate for this role	D	A

Experience			
	Requirement	Essential / Desirable	Assessment Method
5	Successful experience in a senior leadership role in a school	E	A, I
6	Experience of developing and strengthening the home-school partnership	E	A, I
7	Substantial teaching experience in a school for children with SLD and complex needs	E	A, I
8	Experience of implementing a strategic school improvement plan, identifying priorities.	E	A, I
9	Evidence of raising achievement of all pupils and particularly those with SEN	E	A, I
10	Experience of encouraging and motivating people during times of change	E	A, I
11	An understanding of successful financial management	D	A
12	An understanding of how to most effectively support vulnerable children	E	A, I



Head Teacher Vacancy

Person Specification

Skills			
	Requirement	Essential / Desirable	Assessment Method
13	Substantial knowledge, experience and enthusiasm for curriculum leadership and development.	E	A, I
14	Ability to show deep understanding of teaching and learning, developing and maintaining this across the school	E	A, I
15	Ability to foster and maintain successful working relationships with all stakeholders, involving them in the school's development and in translating vision into practice	E	I
16	Ability to build, motivate and lead effective teams, including collaborating with external agencies, in order to secure best possible outcomes for pupils.	E	A, I
17	Ability to analyse, interpret and use a wide range of data and information effectively to drive school improvement	E	A, I

Personal Qualities			
	Requirement	Essential / Desirable	Assessment Method
18	Passion and enthusiasm for improving the lives of children with SLD and complex needs	E	I
19	Excellent communication, listening and negotiating skills in all settings	E	I
20	Resilience, stamina and flexibility	E	I
21	Excellent interpersonal skills	E	I
22	Commitment to inclusive education in an inner-city, multicultural environment	E	I
23	Commitment to supporting children with SEN in Southwark through outreach and inclusive opportunities for Cherry Garden pupils	E	I



Head Teacher Vacancy

How to Apply

Application deadline

Completed applications must be received by Sunday 31st January at 5pm

Please submit your application to:
Yang Ming Ooi
yang@cherrygardenschool.co.uk

Completing your application

Candidates are asked to complete all the standard information required on the application form, and to submit a supporting statement outlining your suitability for the role.

Discussion and visits

Confidential and informal discussions with the Chair of Governors are welcomed, as well as visits to the school. All contact should be arranged via the following email:
yang@cherrygardenschool.co.uk

Timescales / References

Candidates are advised that references will be taken up immediately after short-listing. Candidates are asked to ensure that their referees are warned of the need to respond within the timescale set.

In all cases, at least one professional reference is required. The post will be offered subject to satisfactory completion of pre-employment checks.

Short-listing will be completed and applicants notified on Tuesday 2nd February.

Interviews will take place on Tuesday 9th February or as soon as Covid restrictions allow. If, as expected, we have to defer the interview date, we will contact the short-listed applicants to explain the situation and to keep them updated with our process.

Prior to appointment, formal checks will be made in accordance with the current statutory requirements relating to child protection.

We look forward to hearing from you.



Cherry Garden School

**41 Bellenden Road,
London SE15 5BB**

020 7237 4050

www.cherrygardenschool.co.uk