

St. Peter's C.E.
Primary School



St Peter's School,
The Green, Cassington,
Oxfordshire. OX29 4DN



HEADTEACHER

Recruitment Pack



Office.3651@st-peters.oxon.sch.uk
01865 880443

Letter from the Chair of Governors



Dear Applicant,

The Governors would like to thank you for your interest in our VA school and have pleasure in enclosing an information pack which we hope will encourage you to apply for the role of Headteacher.

With the retirement of St Peter's Headteacher in April 2018, there is an exciting opportunity for the right person to join the school to progress our OFSTED rating from 'Good' to 'Outstanding' and to maintain our 'Outstanding' status with SIAMS (Statutory Inspection of Anglican and Methodist Schools).

The current Headteacher is employed full-time which includes some teaching. However, we are also open to the possibility of recruiting a part-time Head, in which case the position would not involve teaching unless to cover unforeseen circumstances.

As the new Headteacher, your role would be to inspire staff, students, parents and governors with the Christian ethos of the school, to embed our vision, values and aims within the school community, to increase the current good practice of teaching, and to implement innovative new strategies to help us improve the outcomes for all children.

You will be working with a team of friendly, dedicated and hard-working staff, as well as supportive governors, to strive for and maintain our excellent provision within the school. We are all driven by a real desire to change children's lives for the better and to help them reach their full potential. We hope this is what drives you, too. Our school is friendly, with a family feel, an inclusive place where everyone is valued, encouraged to excel and become the person they are meant to be.

As part of the Eynsham Partnership Academy, you can expect a high level of support from this aspirational group of Headteachers and staff, as well as shared professional development opportunities for all. Together with the support and collaboration of the Diocesan school advisors, the partnership is united in pursuing excellence for the benefit of all children within the Multi-Academy Trust.

If you have an established reputation for raising standards, coupled with drive and resilience, then we want to hear from you. The Christian ethos of our school underpins our work and you will need to be in sympathy with these values.

If you wish to discuss the post or visit to the school, you are very welcome, please feel free to contact me via the school office.

I look forward to meeting you.

Annette Wade
Chair of Governors

About Us



St Peter's Church of England Primary (VA) is a small, happy and friendly school with 107 children on roll. It is situated in the centre of Cassington village Oxfordshire, about 5 miles (8 km) northwest of Oxford. The school has a Early Years Foundation School (EYFS) and 4 classes in total, Apple Tree – Foundation Stage, Oak – Years 1 and 2, Maple – Years 3 and 4 and Willow – Years 5 and 6. Our school is part of the Eynsham Partnership Academy (EPA), which was established in 2014. The Academy trust is very supportive and forward thinking and currently comprising six primaries and one secondary. It provides great opportunities for shared best practices, interschool competitions and shared learning experiences.

St Peter's C. E. School is a nurturing and caring school with committed staff, who strive to do the best for all the children in their care, to give them a broad and positive education, enabling each child to achieve. Each child is valued and recognised as a unique individual. Our latest SIAMS rated St Peter's as "Outstanding" and Ofsted in April 2017 gave us a rating of "Good" and we now want to continue our journey to "Outstanding".

As a school we promote Christian values and foster an environment of spirituality, creativity, fun and respect, which are at the heart of our assemblies, worship times and lessons. These values are embedded in the whole ethos of our school and the way we behave towards each other.

St Peter's School has close links with St Peter's Church. Our school choir sings in the All Age Worship services, Cassington Café and Churchfields Nursing Home. We work together with the wider community on Bike Night, and invite the community to our end of term services, Easter Bonnet Parade, Christmas Fayre, School Picnic and Macmillan fundraising events.

There is an active and supportive St Peter's School Association (PTA) who organise and undertake a range of successful events to fundraise money to support our school and enhance children's learning experience. St Peter's encourages lots of educational and fun school trips supported by the PTA and parents.

We have a dedicated and hard working governing body that make a positive contribution to the running of the school, making sure that the school continues to go from strength to strength.

Ethos, Aims and Values



Our Ethos

Embrace the future: Step up to life with hope and confidence. Be vibrant, reflect and learn. Know that you are loved and let this be the kindling of a generous heart. Above all, make the best of the gifts God has given you as a unique individual.

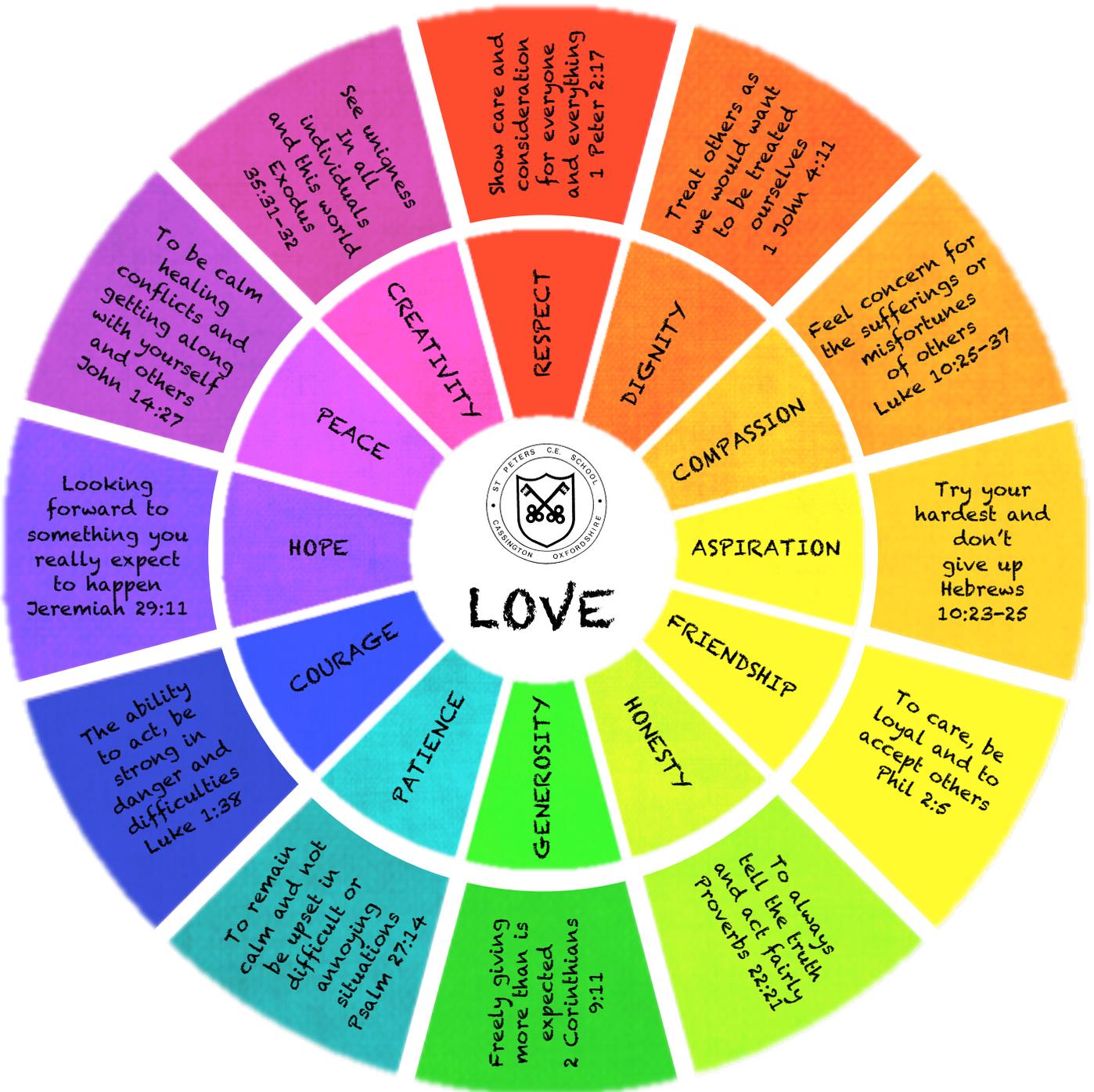
Our Aims

- To create an environment where all learners can achieve their full potential, academic or otherwise.
- To provide each child with a broad and balanced education within a Christian ethos which will foster their intellectual, social, emotional, aesthetic, spiritual and physical development.
- To encourage a high level of involvement, positive attitude and achievement so that children develop a zest for learning which will remain with them through their school days and beyond.
- To promote a sense of awe and wonder and develop a sense of enquiry and an enthusiasm for new experiences.
- To develop in children a sense of self-esteem, self-reliance, independence and a confidence in their own worth.
- To create a learning environment where the children feel confident to make appropriate choices and so develop self-discipline and a responsibility for their own actions.
- To develop an awareness of other people and a respect for their religious, spiritual, cultural and social differences so that the children may take their place in society as tolerant, caring people.
- To forge links with parents, the extended family and the community.

Values Wheel



St Peter's School promotes Christian values based on the Bible and fosters an environment of spirituality, creativity and respect where everyone is valued and each child can achieve their full potential.



Who we are looking for



Good listener

Motivating



Organised

Helpful

Clever



Kind

Someone who would know all the children

Caring

Respectful in their actions to children and others



Firm but fair

Good communicator

FUN

Who we are looking for



The person we are looking for will be able to show evidence of:

	• ESSENTIAL	• DESIRABLE
Education and Training	<ul style="list-style-type: none"> Graduate level qualification Qualified Teacher Status Leadership qualification Preparedness to undertake on-going training 	<ul style="list-style-type: none"> NPQH
Relevant experience	<ul style="list-style-type: none"> An engaging and creative senior leader, who motivates and challenges all staff and pupils. Leading and managing change to achieve high performance of a Key Stage. Teaching experience across KS1 and KS2. Developing a differentiated and creative curriculum for pupils with a diverse range of social, emotional, cultural, intellectual and physical needs. A commitment to continuous improvement, the effective dissemination of good practice, and the promotion of continuing professional development for yourself and others within the school community. An understanding of how children learn, and an up-to-date understanding of the effectiveness of teaching methods. Maintaining effective relationships with parent and carers. 	<ul style="list-style-type: none"> Successful experience in leading and managing change to achieve high performance across all primary age groups including EYFS. Teaching experience across other Key Stages Experience of leading and managing the SIAMS process Experience of working with Governors The ability to represent the interests of a school with external bodies. SENCO trained.
Relevant skills and attributes	<ul style="list-style-type: none"> A capacity and preparedness to foster spirituality and the Christian ethos of the school. Able to stay abreast of new educational developments and the ability to challenge orthodoxy. Able to build and communicate a coherent vision to staff, children and parents. Able to further develop and embed the Christian values and spirituality of the school. Able to create a school improvement plan based on effective self-evaluation, and the drive and resilience to see it implemented. Able to use a range of evidence, including performance data, to monitor, evaluate and improve the performance of students Able to represent the interests of St. Peter's School while working successfully within the external groups. Able to deliver effective financial management, including budgetary control. 	<ul style="list-style-type: none"> A personal commitment to the Christian faith. An understanding of the challenges faced by small schools.
Personal Qualities	<ul style="list-style-type: none"> Inspiring and motivating Approachable Caring and nurturing Effective and engaging communicator Resilient 	<div style="border: 2px solid blue; padding: 10px;"> <p>Please make clear on your application form that you have the essential qualifications and highlight that you can demonstrate the essential and desirable experience, personal qualities and skills required for this role. We will also explore these essential and desirable criteria through interviews and allow shortlisted candidates to demonstrate their abilities through teaching and interactive assessment exercises on the interview day.</p> </div>
Safeguarding and Equal Opportunities	<ul style="list-style-type: none"> Committed to safeguarding and promoting the welfare of the children. Knowledge of legal issues relating to managing a school including equal opportunities, race relations, disability, human rights and employment legislation. 	

Job Description



JOB TITLE: Headteacher

SCHOOL: St. Peter's C.E. Primary School

SALARY: L7 – L13

Closing Date: 9am on 5th March

This job description should be read alongside the range of duties and responsibilities for Headteacher as set out in the annual School teachers' pay and conditions document;

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/636389/School_teachers_pay_and_conditions_document_2017.pdf

Candidates will be expected to have considered these in relation to their application to St. Peters C. E. Primary School

Job Description: key responsibilities



Leading our Journey to 'Outstanding' and Excellence

- To put our children and their diverse needs at the centre of everything we do.
- To ensure that teaching consistently challenges pupils so that they become independent learners and exceed their expected progress.
- To develop the role of middle leaders so they can make a key contribution in driving the school forward.
- To increase the rate of progress for targeted groups, including those that are vulnerable and higher ability, to improve their attainment throughout their time in school.
- To create an inclusive environment that engages parents and carers and encourages the wider community to be fully involved in the school.

Shaping the Future

- To embed Christian values into the school and help pupils learn about the values of other faiths in order to appreciate different cultures and beliefs.
- To maintain and build on successful partnerships within the community and with local churches for the benefit of all children.
- To work within the school community to translate and shape the vision into agreed objectives and operational plans which will promote and sustain school improvement.
- To motivate and work with others to create a shared culture and positive environment.
- To ensure that strategic planning takes account of diversity, values and experience of the school and community at large.

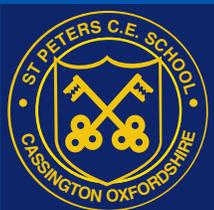
Leading, Learning and Teaching

- To ensure a consistent and continuous school-wide focus on pupils' achievement, using data and benchmarks to monitor progress in every child's learning.
- To ensure a culture and ethos of challenge and support where all pupils can achieve success and become engaged in their own learning.
- To inspire and motivate the staff by creating and providing opportunities to develop within the profession.
- To be able to ensure good behaviour and discipline and to promote the educational, personal, social, moral and spiritual development of each pupil.
- To organise and to develop the existing assessment framework.
- To take a strategic role in the deployment of new and emerging technologies to enhance and extend the learning experience of pupils.

Developing Yourself and Working with Others

- To build a collaborative learning culture within the school and actively engage with other schools in the Eynsham Partnership Academy and beyond.
- To develop and maintain effective strategies and procedures for staff induction, professional development and performance management.
- To ensure effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities.
- To develop and maintain a culture of high expectations for yourself and others and to take appropriate action when performance is unsatisfactory.

Job Description: key responsibilities



Managing the Organisation

- To create an organisational structure that reflects the school's values, and enables the management systems, structures and processes to work effectively in line with legal requirements.
- To produce and implement clear, evidence-based improvement plans and policies for the development of the school and its facilities.
- To manage the school's financial and human resources effectively and efficiently to achieve the school's educational goals and priorities.
- To be able to identify, recruit and retain dedicated and able teachers.
- To manage and to organise the school's physical environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations.

Securing Accountability

- To develop a school ethos which will enable everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes.
- To work with the governing body (providing information, objective advice and support) to enable it to meet its responsibilities.

Strengthening Community

- To 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.

Equal Opportunities

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

Safeguarding and Promoting British Values

- To have due regard for safeguarding the welfare of children and promoting British values, and to follow all associated child protection and safeguarding policies as adopted by the school, EPA and local authority.

Health and Safety

- To work in compliance with the school's health and safety policies and under the Health and Safety at Work Act 1974, ensuring the safety of all parties with whom contact is made, such as members of the public, in premises or sites controlled by the school.
- To ensure compliance with procedures is observed at all times, under the provision of safe systems of work, through a safe and healthy environment and including such information, training, instruction and supervision as necessary to accomplish those goals.

Data Protection

- When working with computerised systems to be 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.