



Aldryngton Primary School

Aldryngton provides all pupils with an outstanding quality of education within the context of a happy and caring school community' - Ofsted 2011



Aldryngton Primary School
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www.aldryngton.wokingham.sch.uk



Dear Applicant

Thank you for your interest in the Headteacher vacancy at Aldryngton Primary School.

Our current Headteacher, Elaine Stewart, is taking early retirement at the end of this academic year. This creates an opportunity for another excellent and highly motivated person with high expectations to lead our school.



Aldryngton shares a site with Maiden Erlegh School and Maiden Erlegh Pre-School within a residential area in Earley. The school has extensive grounds that are used for study, sport and play. Our outdoor stage, storyteller's reading area, pond, gardens and Foundation Stage area create opportunities for learning and the outdoor play equipment provides our pupils with additional recreational activities. We enjoy the benefits of a heated open-air swimming pool, which is used throughout the summer months, operated in partnership with the Parent Teacher Association for family use. There are breakfast and after school clubs, many before and after school activities, which, are all very well attended.

We have a 1½ form intake with a maximum capacity of 315 pupils. Apart from Foundation Stage, the school is vertically grouped with Lower School - Years 1 and 2, Middle School - Years 3 & 4 and Upper School - Years 5 and 6.

The school collaborates with local schools through the Schools' Learning Alliance which comprises a loose supportive alliance of 12 local schools. This has been recently formed and is proving to be useful in sharing of good practice and solving issues relevant to the member schools.

Please also have a look at our website, www.aldryngton.wokingham.sch.uk, which is full of information about the school and photos of the exciting events that take place.

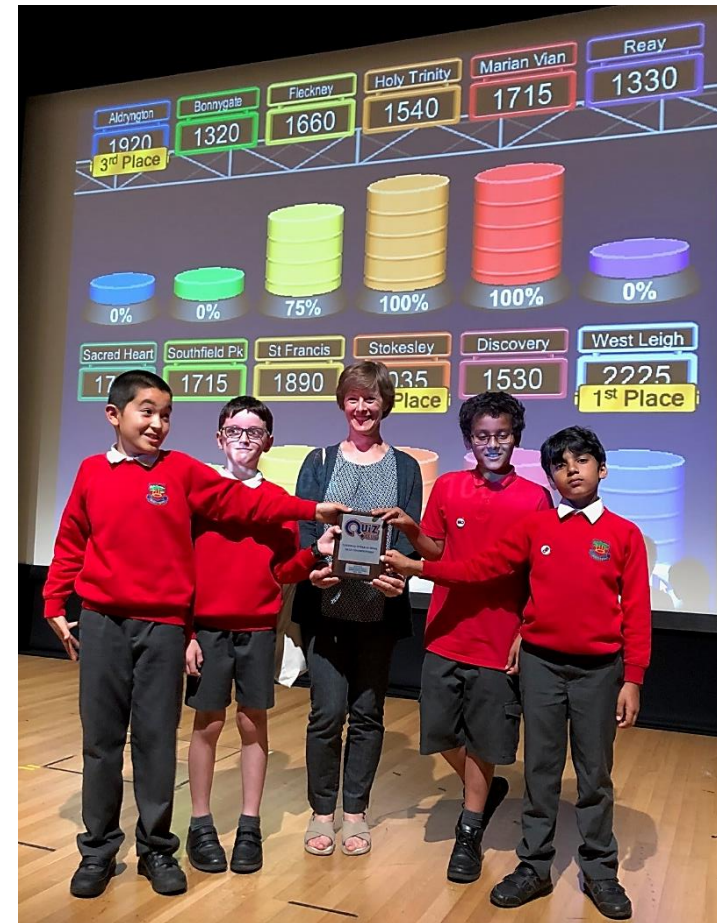
We hope that you will visit us for an informal tour to see our school. Visits are by appointment only. Please contact Mrs Julia Franks on 0118 926 5843 or by email juliafranks@aldryngton.wokingham.sch.uk to arrange a convenient time.

Aldryngton Primary School is committed to safeguarding, equality and promoting the welfare of all children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be subject to an enhanced Disclosure and Barring Service (DBS) check.

I look forward to meeting you through the recruitment process.

Yours sincerely,

Ian Head
Chair of Governors
On behalf of Aldryngton Governing Body



HEADTEACHER JOB DESCRIPTION

Job Title: Headteacher
Salary: Group 3 School Salary L15-L21
The Governing Body of the School and Local Authority

The headteacher carries out duties in line with the conditions of employment as set out in the current *School Teacher's Pay and Conditions* document, the *National Standards for Headteachers* and the policies and procedures of the Governing Body

MISSION STATEMENT

Aldryngton's objective is to provide all pupils with an excellent education in a happy and caring school environment.

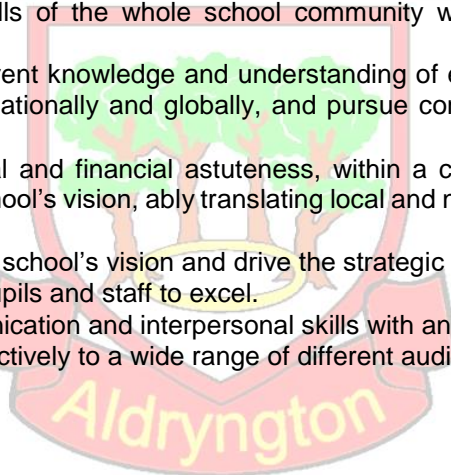
We believe our success lies in an in-depth knowledge of our children with strong teamwork to ensure that pupils experience success in many different ways. We aim to continue our commitment to high academic standards, and excellence in sport and the arts, while also ensuring that pupils develop a life-long love of learning coupled with kindness and respect for others.

MAIN PURPOSE

To provide professional strategic leadership of Aldryngton Primary School which, secures its continued success and improvement, ensuring high quality education for every pupil with excellent standards of learning and achievement

1. Qualities and Knowledge

- Hold and articulate clear values and moral purpose, focused on providing an excellent education for every pupil at Aldryngton.
- Demonstrate optimistic personal behaviour, positive relationships and attitudes towards pupils, staff, parents, governors and members of the local community.
- Be an inspirational leader who recognises and motivates emerging talents in the school community and can build open, productive relationships with all stakeholders
- Lead by example - with integrity, creativity, resilience, and clarity – using the expertise and skills of the whole school community within the school and beyond.
- Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development.
- Work with political and financial astuteness, within a clear set of principles centred on the school's vision, ably translating local and national policy into the school's context.
- Communicate the school's vision and drive the strategic leadership, empowering all pupils and staff to excel.
- Excellent communication and interpersonal skills with an ability to communicate effectively to a wide range of different audiences



2. Pupils and Staff

- Demand ambitious standards for every pupil, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes.
- Secure excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and pupils' well-being.
- To create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge and to support each other.
- Ensure that teaching methods take into account each pupil's needs and is modified and adapted to ensure high level of engagement and success for every child.
- Promote, the spiritual, moral, cultural, mental and physical development of all pupils.
- Encourage pupils to show kindness, empathy, compassion and value diversity
- Encourage pupils to be confident, independent, risk taking and resilient; displaying a thirst for learning
- Maintain an educational culture where best practice is shared within and between schools, drawing on and conducting relevant research and robust data analysis.
- Ensure an ethos where all staff are motivated and supported to develop their own skills and subject knowledge and support each other.
- Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning.
- Hold all staff to account for their professional conduct and practice
- Ensure staff well-being and celebrate success

3. Systems and Processes

- Ensure that the school's systems, organisation and processes are well considered, efficient and fit for purpose, upholding the principles of transparency, integrity and probity.
- Provide a safe, calm and well-ordered environment for all pupils and staff, focused on safeguarding pupils and developing their exemplary behaviour in school and in the wider society.
- Maintain and ensure a 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.
- Welcome strong governance and actively support the governing board to understand its role and deliver its functions effectively – in particular its functions to set school strategy and hold the headteacher to account for pupil, staff and financial performance.
- Exercise strategic, curriculum-led financial planning to ensure the equitable deployment of budgets and resources, in the best interests of pupils' achievements and the school's sustainability.
- Distribute leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account for their decision making.

4. Self-improving School System

- Create an outward-facing school which works with other school and organisations - in a climate of mutual challenge - to champion best practice and secure excellent achievements for all pupils
- Ensure effective relationships with fellow professionals and colleagues in other public services to improve academic and social outcomes for all pupils.
- Challenge educational orthodoxies in the best interests of achieving excellence, harnessing the findings of well evidenced research to frame self-regulating and self-improving school.
- Shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff.
- Inspire and influence others - within and beyond the school - to believe in the fundamental importance of education and to promote the value of education.



PERSON SPECIFICATION

Aldryngton Governing Body, staff and children are seeking to appoint a new Headteacher. The successful applicant will be forward thinking, highly motivated and inspirational for both staff and children alike. They will have experience of successful leadership in a primary school setting. They will be enthusiastic, dynamic and resourceful in their approach to shape the development of the school and its staff. They will demonstrate a commitment to, and a genuine interest in, the highest level of pastoral care.

QUALIFICATIONS AND EXPERIENCE

- A proven Headteacher or experienced and successful Deputy Head committed to inspirational learning and teaching
- Qualified Teacher Status
- NPQH accreditation or working towards
- Can evidence a significant commitment to continued professional development
- Has proven successful primary teaching experience
- Experience of strategic financial planning, operational budget management, best value principles and creativity in the use of limited resources

SHAPING THE FUTURE

- Has the ability to build and articulate shared vision and engage people to ensure a continued successful future
- Has experience of working effectively in partnership with the Governing Body to enable the school to realise its vision
- Thinks and acts strategically to plan for the future
- Develop collaboration across schools with shared values

LEADING, TEACHING AND LEARNING

- Evidence of providing inspirational, reflective and nurturing leadership to all staff
- Has experience of developing a broad and enriching curriculum, in which all pupils engage in their own learning and encourages them to become life-long learners
- Can demonstrate an understanding of how children learn and the effective use of teaching methods to establish a creative, responsive and reflective approach to secure excellent learning outcomes for every child
- Has a proven track record of monitoring, evaluating and improving the quality of teaching and learning with high standards and expectations. Acknowledge excellence and challenge poor performance across the school
- Can demonstrate the ability to use data, benchmarks and monitor progress and to set and achieve ambitious challenging targets which identify areas for improvement for every child
- Is committed to, and has a vision for ensuring inclusion, diversity to ensure equal opportunities for all
- is committed to promoting, the spiritual, moral, cultural, mental and physical development of all pupils.

MANAGING THE ORGANISATION

- A confident and inspirational leader, who listens to and values the views of others, with a positive working relationship, with pupils, parents/carers, staff and Governors
- Encourage a caring feel to the school, where people are listened to and laugh together
- Maintain a school ethos that enables everyone to work together, share knowledge and understanding, celebrate success and accept responsibility for outcomes
- Experience of efficient and effective day to day running of the school to ensure a safe, secure and healthy environment
- Resilient and able to deal with demanding situations, maintain discipline, manage conflict and make difficult decisions
- Approachable and visible to staff, pupils and parents/carers
- Excellent communication and interpersonal skills with an ability to communicate effectively to a wide range of different audiences
- Self-motivated with a high level of organisational skills and the ability to delegate and prioritise workload effectively
- Demonstrates a commitment to safeguarding and ensuring the welfare and wellbeing of staff and pupils
- Evidence the ability to produce, implement and review a strategic school development planning

STRENGTHENING THE COMMUNITY

- Evidence of leading by example in order to promote the school's vision and values for the pupils, staff, governors and parents/carers of the school
- Demonstrate a commitment to engaging with parents/carers and the wider community in a collaborative manner e.g. PTA
- Values diversity and the unique place and contribution every individual makes to the learning community
- Involve parents/carers and the community in enriching the learning experience of pupils
- Can work with feeder pre-schools, secondary schools and others to ensure effective relationships and transitions

ACCOUNTABILITY

- Ability to review, evaluate and present a coherent, understandable and accurate account of the school's performance to stakeholders
- Have an understanding of the Ofsted Framework and statutory requirements
- Ability to reflect on personal contribution to school achievements and take account of feedback from others



Our children would like a Headteacher who is:

Organised

Able to keep
us safe

Fun

Kind

Helpful

Encouraging

Welcoming

Jolly

Able to laugh,
but is sensible

Sympathetic

Patient

Firm but fair

A good explainer

Able to think of
good ideas

Happy to talk

Curious

Resilient

Enthusiastic

Generous