

March 2025

Dear Candidate,

Thank you for taking an interest in becoming an Assistant Headteacher at Kingsford Community School. This is an exciting opportunity to join the leadership of our vibrant and highly motivated school community. Kingsford is a forward thinking, innovative and successful school, providing a very good education for our pupils. I appreciate that putting an application together will take time and that it will be helpful from the outset to be clear as to the type of professional person we are seeking to join the leadership team.

Kingsford Community School is passionate about ensuring very good pupil progress and high-quality relationships. This is a happy, hard-working, caring school and you need to be able to fit in to that. Working as both a committed and credible team leader and team member, allowing others to grow and develop under your leadership is a prerequisite. The absolute belief that all pupils can make outstanding progress despite any challenges they may face and the determination to seek solutions needed to make this possible is vital. A can do, solution focussed, strong work ethic is essential.

Teaching and learning at all times is a school priority in order to provide an excellent educational experience for pupils. Development opportunities for staff are extensive both within the school and as part of the personal development programme in place for all staff. It is crucial that you are totally committed to raising achievement levels and ensuring pupil access to an educational experience that is second to none. You will be a highly effective teacher in the classroom who has delivered good and better GCSE examination outcomes as well as earned the respect of pupils, colleagues and parents due to your quality of work and effectiveness. You will be able to use the considerable amounts of data the school has, confidently and efficiently to support school improvement. You must be able to communicate effectively for a range of audiences and meet deadlines.

Being resilient and having an exemplary attendance record as well as being prepared to give the time that the job needs is essential. You will always be very busy in school and it is important that you attend extra-curricular events. The rewards will be immense, both personally and whole school.

You will be loyal to the strategic direction of the Headteacher and Governing Body and their decisions. You must be a person who has strong emotional intelligence, enjoys a challenge and thrives on working hard. You will also challenge others to meet consistently high standards in their work and know how to give feedback to people, praise or make them accountable without being intimidating. You will ensure that you reinforce a 'no excuses' culture in terms of expectations, outcomes and work performance. You will be very presentable, positive, upbeat, constructive as well as encouraging in your approach and have the drive and ambition to become a Deputy Headteacher or Headteacher in the future.

A presence in the school which marks you out as someone distinctively effective in your teaching and current role will be evident, as well as a reputation for taking things on – and seeing them through to successful outcomes.

You should complete an application form and letter of application. Your letter of application should be addressed to the Headteacher and should clearly state:

- a) Why you believe you will be an effective Assistant Headteacher in the role that is your first preference.
- b) What is the evidence for and impact of your effectiveness as a teacher and leader.

If you think you are the person we are looking for, we look forward to reading your application.

# **J Deslandes**

Joan Deslandes OBE  
Head Teacher