



THE GARDEN

Nurturing every child



The Garden School Head of School

Candidate Information Pack

Closing Date: 9am on Monday, 21st October 2019

THE GARDEN

VEREDUS



Welcome Message

Dear prospective candidate,

The Garden is on an exceptional journey and we invite you to join us. Under your leadership the quality of teaching and pupils' achievements in the classrooms will be consistently excellent. You will articulate clear values and true moral purpose and will communicate the school's vision compellingly.

We expect that you are an optimist and that you understand the importance of strong relationships and positive attitudes towards pupils, staff, governors and members of the local community. We imagine you share our ambitions and expectations for our cohort of children to achieve their full potential in the real meaning of the phrase.

We look forward to your developing, leading and managing a full training program for the workforce, drawing on your own expertise, skills and knowledge. Your drive and enthusiasm will empower stakeholders to want to excel, going the extra mile. We believe you will help shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff.

Not only will you instil a strong sense of accountability in staff you will understand how to manage and cultivate the ethos of The Garden, so it continues to nurture and develop pupils' access to learning to the highest of standards.

We believe our systems and processes are well-considered and uphold the principles of transparency, integrity and probity. As Head of School, you would ensure that our distributed leadership model works to support the core purpose of pupils' learning in school.

We are creating an outward-facing school which champions best practice and secures exceptional outcomes for our cohort of pupils, which requires strong partnerships with professional colleagues in other public services. Good relationships with all partners will be a central part of your role. We also set great store on evidence-based research to promote learning opportunities and adopt a flexible approach to the curriculum depending on how individual pupils communicate their needs best. In addition to modelling innovative approaches on our exceptional journey, we would like somebody who can inspire and influence others, within and beyond schools to develop all our pupils.

We hope this pack gives you a flavour of The Garden and that you will want to join us!

Rita Krishna
Chair of the Board of Governors

Kt Khan
Executive Headteacher



The Garden School

The Garden is an outstanding school in the London Borough of Hackney offering education for children with highly specialised provisions for learners with autism. We believe that every child should be recognised and respected as unique and special.

We place each child's individual needs and goals at the centre of our work. It is this ethos that underpins our bespoke child-centred curriculum specially developed to create optimal opportunities to nurture communication, learning, and independence, in a safe and inclusive environment.

The Garden school is suitable for robust and mobile children and young people with a diagnosis of Autism who have severe learning difficulties. These pupils are able to benefit from the highly specialist nature of the provision which includes:

- A bespoke curriculum which addresses the core challenges of students who have Autism - i.e. difficulty with social

communication, flexible thinking and understanding and regulating emotions;

- Specialist pedagogical and assessment strategies which address the learning and communication needs of this group of students (e.g. TEACCH, PECS, SCERTS, Attention Autism and Intensive Interaction);
- A tailored learning environment which includes highly structured and low arousal classroom spaces and a total communication approach.

The attainment of both primary pupils and those on entry is assessed as being between P4 and P8 on the P scales. Secondary pupils include those assessed as higher ability.

We have 150 pupils, ranging from 4 to 16 years old, and a large multi-disciplinary team of 140 dedicated members of staff with specialist skills and expertise who work in collaboration with class teams to support pupils' development. Our staff include:

Speech and Language Therapists who support communication; Occupational Therapists who support sensory processing and emotional regulation; Educational Psychologists, Clinical Psychologists, and Psychiatrists from CAMHS who advise on learning and behaviour.

Our Vision

We are committed to creating a school defined by:

- High quality education that inspires children to be as independent and enterprising as possible;
- A child-centred approach to teaching and learning;
- A safe, caring, and engaging environment that enhances pupil's educational and therapeutic development;
- A specialist workforce achieved through continual staff development;
- Ongoing reflection and evaluation of our practices, which are evidence-based and guided by current research;
- A solution-focused ethos with shared responsibility for improving effectiveness, and where challenges are tackled collectively;
- Active participation of parents and carers, positive relationships based on mutual respect and trust, recognising and valuing the huge benefits that shared partnership brings to each child's school experience and learning.

Ofsted

The Garden has been judged as an outstanding school by Ofsted. We received Grade 1 inspection status in all key areas of our 2014 and 2018 reports – pupils' achievement, quality of teaching, safety and behaviour, and leadership and management. Moreover, the report highlights our pupils' overall well-being and experience as outstanding. This tremendous achievement is testament to the hard work of our staff. We



are extremely proud to deliver the best education to our students.

Our Learning Environment

The school provides a unique learning environment to help your child grow. Our building is a state-of-the-art learning space awarded the 2014 RIBA architectural prize for Best Educational and Community Building in London. A student-centered ethos lies at the

heart of the building's design, which offers large classrooms, wide corridors, an abundance of natural light, and well-maintained multi-purpose facilities.

Our facilities cater to both the educational development and therapeutic needs of pupils with autism and ASD. They serve our aims to nurture pupils through their learning journey and include:

- **Early years classroom** purpose-built for young learners;
- **Classrooms** fitted with interactive whiteboards and technology to support learning;

- **Smaller group rooms** allowing time away from main class activities as necessary;
- **Sensory spaces** for therapeutic sessions and soft play areas;
- **Large light rooms** for interactive learning;
- **Drama & Dance Studio** with a full-time teacher and part-time therapist;
- **Gym** purpose-built for a range of sports;
- **Splash pool** for water-based activity for younger pupils;
- **The pod** – outside areas with fresh air and natural light used for water and sand play;
- **A café** run by students to foster work-related learning and gain vital life skills;
- **A flat** equipped with kitchen, bathroom, and bedroom to help develop independence and skills for adult life;
- **A Parent Area** for reviews, parent-led meetings, and training services provided by the school.





Job Description

Role:	Head of School
Responsible to:	Executive Headteacher
Salary:	Inner London L25 - L29

Purpose of Role

Provide operational leadership and management in support of the Executive Headteacher to enable the school to give every pupil the best education and safeguarding, promoting the highest possible standards of provision.

In particular, Head of School is responsible for Teaching & Learning, Safeguarding and Parent Support operational functions involving:

- The curriculum;
- Teaching and Learning staff appointments and management;
- Teaching and Learning finances and resources;
- The admission, welfare, safeguarding, wellbeing and progress of pupils;

- The promotion of the school and the engagement and support of parents;
- Quality assurance and the quality of educational provision;
- Ensuring the school meets all its statutory obligations;
- Deputising for the Executive Headteacher.

Leading Teaching and Learning

- Ensure a continuous and consistent school-wide focus on pupils' achievement;
- Use data and benchmarks to monitor progress, and stimulate development;
- Establish creative, responsive and effective approaches to learning and teaching;
- Monitor, evaluate and review classroom practice and promote improvement strategies;



- Develop and maintain effective strategies and procedures for staff induction, professional development and performance review;
- Develop and maintain a culture of high expectations for self and others;
- Ensure effective planning, allocation, support and evaluation of work of teams and individuals.

Safeguarding, Parent and Pastoral Support

- Secure effective policies, practices and standards to ensure maximum safeguarding of pupils through the school's Safeguarding Officer;
- Ensure appropriate behaviour management to enable a safe environment for our pupils and staff;
- Develop, maintain and monitor effective practice, strategies, procedures and staff training;
- Manage and promote the school's parent support function through the Parent Support Officer;
- Manage the schedule of communications and meetings across the school;
- Act as the Mental Health lead overseeing the Wellbeing and Mental Health in Schools (WAMHS) project on-site.

Liaison with Key Stakeholders

- Key point of contact with the local authority on consultations, admissions and ensuring EHCPs are high-quality, person-centred documents;
- Manage the co-ordination of a multidisciplinary team in the school including Speech and Language, Occupational and other Therapists, CAMHS, Educational Psychology and school health professionals;
- School Transport.

Creating and Shaping the Future

Assist with:

- Developing vision and effective leadership in planning the development of the school;
- Creating and maintaining a shared learning culture and positive climate;
- Translating the vision into agreed objectives and operational plans;
- Fully engaging with parents, external partners and local schools;
- Identifying and developing future leaders;
- Writing School Self-Evaluation (SEF) and School Development Fund (SDF) documents.



Person Specification

It is essential in your application that you provide, in so far as you are able, evidence and proven examples against each of the selection criteria below. These responses will be further developed and discussed with those candidates invited for interview.

Qualifications

- Qualified Teacher Status (QTS);
- National Professional Qualification for Headship (NPQH).

Experience

- Track record of success in delivering first-class education provision, achievement and standards in ASD in a Special school;
- Experience of leading others through change;
- Experience of setting performance standards and evaluating their success;
- Proven success in creative and innovative approaches to learning and teaching;
- Proven success at leadership and building teams;
- Experience of managing financial budgets using resources effectively;
- Experience of acting as a Designated Safeguarding Lead.

Knowledge and Understanding

- Strategies for developing teaching and improving pupil performance related to Autistic Spectrum Disorder;
- Deep knowledge of the curriculum and the use of data to improve teaching and learning;



- Thorough understanding of current education legislation, national initiatives and strategies;
- Thorough understanding of safeguarding issues policies, statutory requirements and practices;
- Proven ability to actively engage parents/carers from all communities and communicate positively and effectively with them.

Skills and Person Attributes

- Strong interpersonal and communication skills;
- Excellent organisational skills and a proven ability to prioritise tasks effectively and to ensure that all deadlines are anticipated, planned for and met;
- Proven ability to work under pressure;
- Enthusiasm and presence;
- Evidence of commitment to innovation, creativity and inclusion;
- Positive attitude to new challenges;
- Approachable and keen to be a visible presence around the school;
- Fairness and impartiality.

The Recruitment Process

The Garden School have appointed Veredus, an executive search agency, to assist with this appointment.

To apply for this post, you will need to submit the following documentation to us by no later than **9am on Monday, 21st October 2019**:

1. A **CV** setting out your career history, with key responsibilities and achievements. Please ensure you have provided reasons for any gaps. Please include your current salary details.
2. A **Supporting Statement** (approximately two pages of A4) explaining how you consider your personal skills, qualities and experience provide evidence of your suitability for the role, with particular reference to criteria in the person specification.
3. A completed **Equality Monitoring Form** which can be downloaded from the Veredus job page.

Applications should be sent via Veredus' website - www.veredus.co.uk quoting reference number **931309**.

All submissions will receive an automated response. If you do not receive confirmation of receipt when submitting your application, please contact us on 020 7932 4236.

At Veredus, we take care to protect the privacy of our candidates and clients. To read more about how we collect, store and share your data please read our privacy notice which can be accessed here: <https://www.veredus.co.uk/privacy-and-cookies>

Further Information

If you have any questions about the role or would like to discuss the post further, please contact our advising consultants at Veredus: Natalia Starik-Bludova on 020 7932 4265 or Reece D'Alanno on 07711 779 022.

Recruitment Timeline

- **Opportunities for school visits by arrangement**
w/c 7th and 14th October 2019
- **Deadline for Applications**
9am on Monday, 21st October 2019
- **Preliminary Interviews with Veredus**
w/c 4th November 2019
- **Final Interviews with the Garden School**
w/c 18th November 2019.



Terms of Appointment

The appointment is subject to the current conditions contained within The School Teachers' Pay and Conditions Document, other current education and related employment legislation, the school's Instrument of Government, the Local Authority's (LA) approved Scheme for the Local Management of Schools and any rules, regulations or policies laid down by the governing body under their powers derived from statutory sources and any rules, regulations or policies laid down by the authority with respect to matters for which the governing body is not so responsible.

Pay scale for the role is Inner London Leadership points L25 - L29.

The school is located at:

Wordsworth Rd
Stoke Newington
London
N16 8BZ

Evening attendance at Governors and other meetings will be required.

