

RAVENSWOOD



RELATIONSHIPS
PROMOTING
SUCCESS

HEADTEACHER RECRUITMENT
PACK

Welcome from the Chair



Thank you for your interest in becoming the new Headteacher at Ravenswood Primary School. I hope our application pack provides you with all the information you need to decide that you would like to become part of Team Ravenswood.

The Governing Board is seeking an inspirational Headteacher who shares our vision, ethos and values and will build upon the success and achievements of the current Headteacher, staff and children.

We are a large, maintained, three-form entry school which includes an established Nursery provision and are located in the vibrant and leafy Newcastle suburb of Heaton. This all sits within our extensive school grounds, providing the ideal opportunity for both academic and sporting achievement.

The school has a healthy balance of experienced and newly qualified staff brought together through a shared culture of teamwork, commitment, motivation, and learning. We would expect the new Headteacher to champion and role model this culture, as well as share in our commitment to maintaining the inclusive family feel of the school. You will ensure that all staff are valued, and that their professional and personal development needs are taken into consideration.

We would welcome applications from existing Headteachers wanting to further their career in a three-form entry primary, as well as applications from talented and ambitious multi-form entry Deputy Headteachers looking to take their next step in senior leadership. If you're a committed educationalist, with a passion for school improvement, and with a belief that children can perform to the best of their abilities in a safe and nurturing way, please take the time to visit our website www.ravenswoodprimary.co.uk and learn a little about us. I am sure that once you have done this, you will want to come and visit us in person and see for yourself what an amazing school we have at Ravenswood and consider applying.

Colin Dixon, Chair of Governors, Ravenswood Primary School



About our School – Mission and Ethos



School Mission:

Ravenswood Primary School is a community of learning. Our core purpose is to educate our young people to appreciate and understand the world that they live in and to be able to contribute to that world both now and in their futures.



School Ethos:

Ravenswood Primary School - Relationships Promoting Success



About our School – Facts and Figures



Local authority: Newcastle City Council

Type of school: Foundation

Trust: Ouseburn Learning Trust

Entry: Three form

PAN: 90

Number of pupils: 627

Age range: 3-11

Proportion of SEND with EHCP: 2.39%

Proportion of SEND support: 10.36%

Proportion of EAL: 17.54%

Proportion of Pupil Premium: 21.69%

Gender split: 50.08% boys, 49.92% girls

Annual budget: £2,613,315

Number of staff: 88 (33 teachers including a non-teaching Deputy Head, 36 TAs, 4 Admin and 15 Lunch)



Drone view of school site:
<https://www.youtube.com/watch?v=vnyExpj7eLQ>

About our School – Academic Achievement



Early Years Foundation Stage Good Level of Development: 76% (National 67% - provisional)

Year 1 Phonics Screen: 83% Pass (National 79.5% - provisional)

Key Stage 2 Attainment Expected Standard:

Reading – 73% (National 73%)

Writing – 77% (National 71%)

Maths – 78% (National 73%)

Grammar, Punctuation and Spelling – 80% (National 71%)

Reading, Writing, Maths – 63% (National 59%)

Key Stage 2 Average Scaled Scores:

Maths – 105 (National 104)

Reading – 106 (National 105)

Grammar, Punctuation and Spelling – 107 (National 105)



About our School – Enrichment



Year 2 visit to St Mary's Lighthouse



Year 6 residential visit to Borrowdale for outdoor pursuit



Year 4 residential visit to Hawkfirst for outdoor sports

Sports Day 2023



About our School – Extra-Curricular



We are very proud of the wide range of regular extra-curricular activities and clubs our teachers organise in school across varied subjects from music to sport to STEM to theatre and more.

Top left: Girls' football team. Top right: Boys' football team. Middle: Performance of "A Midsummer Night's Dream". Bottom left: Music performance from Music Club. Bottom right: Visit from the Scottish Opera.



Ouseburn Learning Trust



Ravenswood is part of the Ouseburn Learning Trust - a charitable company of seven schools in the East of Newcastle upon Tyne.

The Trust benefits our pupils, schools, and the community. Through a unique collaboration of its members, the Trust raises aspirations and attainment in our diverse young people, aged 3 to 11 by delivering consistently high-quality teaching and inspirational life experiences. The Trust was founded in October 2014. It is governed by 'The Trust Board', which consists of representative members from each of the schools.

OLT Schools: Ravenswood Primary, Chillingham Road Primary, Benton Park Primary, West Jesmond Primary, Cragside Primary, Hotspur Primary and Christ Church Primary as an Affiliated School.

Headteacher – Ravenswood Primary School, Newcastle upon Tyne

Group 4 Salary L20 – L26, £75,331 - £87,253

Full time, permanent and required for September 2024

If you live locally, you will have heard of Ravenswood, and if you don't you are in for a treat. Ravenswood is a lovely three form entry primary school with over 600 pupils. The school has a real family feel to it, with staff, pupils, parents and governors working together. Our staff stay with us developing their skills and growing with us, as well as being hugely committed to the academic and personal development of our pupils. We never have a shortage of volunteers to join our committed and proactive governing body, many of whom remain even after their child has left the school to continue their education at secondary school.

The happiness and wellbeing of all pupils and staff is really important to us. Help us maintain Ravenswood as a school that pupils want to come to, teachers are proud to work in and the governing body is pleased to support. We have a fantastic, and rare, opportunity for a Headteacher to join our community as our current Headteacher is retiring after many years in the role. You will be an experienced and inspirational educational professional with demonstrable experience in the primary sector.

We believe that while developing academically is important, and we have a long history of academic excellence across all key stages in the school, it is also just as important to develop children holistically and Ravenswood actively promotes a school that is inclusive of all children and celebrates children's uniqueness; we believe in developing the personality of the child including spiritual, moral, social, cultural and academic aspects of development.

We have amazing outdoor areas incorporating a large playground with a play area, a vast playing field, a multi-use games area, two garden areas and a number of outdoor classrooms for the EYFS. This allows pupils to benefit from outdoor activities, often to the accompanying musical instruments and singing coming from the music room; those in the library are hopefully quieter!

As a role model for our values and ethos we would expect to see you, and the leadership team, in the playground at the start and end of the day making yourself available to both pupils and parents, being a visible presence at all times of the day, including providing support where required in lessons, and supporting school events.

You will join with us to develop and promote a strategic vision for the future which builds on the progress we have made, encompasses our values, recognises changes and developments in education and celebrates who we are at Ravenswood.

As well as having excellent teaching and professional credentials, you will be an inspirational leader with the ability to inspire, motivate and empower all pupils and staff at Ravenswood. You will be able to demonstrate exciting whole school changes you have introduced from creative sparks to effective operational plans and will be able to evidence effective management of resources and finances.

Advert – How to Apply



Would you like to find out more about this opportunity? We invite you to attend one of our open mornings. These will take place on Friday 20 October, Tuesday 24 October and Thursday 26 October from 9am-12pm when you will have the opportunity to tour the school accompanied by a governor and the Deputy Headteacher. To arrange your appointment, please contact our School Business Manager, Alison West, at alison.west@ravenswoodprimary.co.uk.

Interested in applying? A completed application form and additional evidence form must be submitted by e-mail to alison.west@ravenswoodprimary.co.uk no later than 4pm on Monday 6 November. Candidates will be advised if they have been shortlisted for interview by Friday 17 November. Interviews will take place on Tuesday 28 and Wednesday 29 November.

In accordance with Keeping Children Safe in Education 2023, online searches for the applicant's name will be carried out after shortlisting and before interview.

Our school is a safe and inclusive workplace for people from all backgrounds and walks of life.

We are committed to safeguarding and promoting the welfare of all children and expect all staff and volunteers to share this commitment. The appointment of the successful candidate will depend upon a satisfactory enhanced criminal records check from the Disclosure and Barring Service and other recruitment and vetting checks.



Person Specification

Criteria	Essential	Desirable
Qualifications		
Qualified Teacher Status	X	
Degree or evidence of professional qualification in education	X	
National Professional Qualification for Headteachers		X
Knowledge, Skills and Experience		
Knowledge of the EYFS, Key Stage 1, Key Stage 2 and child development	X	
Knowledge of safeguarding issues and experience in the successful implementation and monitoring of safeguarding procedures	X	
Knowledge of local and national policies, priorities and statutory frameworks	X	
Detailed knowledge and understanding of high-quality teaching based on current educational research and theories	X	
Experience as Headteacher, or Deputy Headteacher with demonstrable whole school responsibilities	X	
Substantial teaching experience in the primary age range	X	
Experience in effectively managing financial resources and a delegated budget	X	
Experience of working with a governing body	X	
Experience of inclusive educational practice and, within that, setting and achieving challenging but realistic goals for staff and pupils	X	
Recent participation in relevant continuing professional development	X	
Experience of teaching in more than one primary school		X
Experience of leading in an at least 2 form entry school		X
Leading, Managing and Developing People		
Ability to model high quality teaching and support teachers in improving their teaching	X	
Ability to support all staff within the school to ensure high levels of performance	X	
Ability to identify and implement the professional development needs for staff and the ability to support staff in identifying their own professional development needs	X	
Ability to foster an open, transparent and equitable environment and deal effectively with challenge at every level	X	

Person Specification

Ability to lead a team, devolving responsibilities where appropriate and delegating tasks accordingly	X	
Willing to work collaboratively with the leadership team and governors and a commitment to maintain the school's vision, values and ethos	X	
Willing to work collaboratively with other local schools	X	
Commitment to supporting a work/life balance for all staff	X	
Strategic Direction and Development		
Ability to articulate a clear future vision for the school, and to implement a strategic plan across the whole school, identifying priorities and evaluating its impact	X	
Appreciating and promoting the importance of a broad and balanced curriculum	X	
Ability to analyse data, both in school and nationally, to evaluate performance and inform school improvement planning	X	
To have effectively managed whole school change and curriculum developments which impacted children's learning and supporting staff to implement the improvements	X	
Ability to build relationships with community groups, outside agencies and other schools and to positively promote the school in the community	X	
Personal Qualities		
Desire to help all children, from a range of diverse backgrounds, achieve their academic aspirations as well as developing them to their full potential	X	
Actively promotes a school that is inclusive of all children and celebrates children's uniqueness	X	
Approachable attitude to staff, pupils and parents	X	
Good judgement, able to act decisively and promptly when required and ability to work under pressure	X	
Excellent communication, listening and interpersonal skills with all stakeholders	X	
Application		
Application with specific evidence of experience to fulfil the criteria in the person specification	X	
Application tailored to Ravenswood Primary School	X	
Application completed in full and accurately	X	

Job Description – October 2023

Overall	To meet the requirements of a Headteacher as set out in the School Teachers' Pay and Conditions Document, school and local authority policies.
Responsible to	School Governing Body
Strategy	In consultation with staff, governors and children to create and maintain the ethos, values and aims of the school.
	To have high expectations and lead by example.
	To work with the governing body to determine the strategic direction of the school.
	To keep under review the work and organisation of the school and continue to evaluate the effectiveness of the curriculum in the light of children's needs, national and local priorities.
	In consultation with staff, governors and children to draw up and implement a school improvement plan.
	To ensure implementation of key statutory policies, including safeguarding, child protection, equal opportunities, anti-discrimination, special educational needs and disability and to promote an understanding of the diversity of life in Britain and of fundamental British values.
	To provide clear strategic direction for the school, which achieves the highest quality educational provision across all three key stages including personal, social and academic outcomes.
	To ensure that the school benefits from a rigorous self-evaluation framework which substantially contributes to improved outcomes.
	To take the lead and advise the governing body in the recruitment and appointment of staff.
	To ensure that current educational initiatives are incorporated effectively within the school's drive for improvement.
	To build and maintain safe, caring, welcoming, happy, stimulating and challenging learning environments.
	To support Looked after Children
	Attendance at and participation in meetings relating to the curricular administrative, organisational, pastoral and managerial arrangements for the school.
Finance and Resources	To plan, manage and monitor the use of finances and resources effectively to achieve the aims of the school.
Curriculum and Learning	To lead the educational development of the school and ensure that each child's educational programme meets their individual needs.
	To monitor and evaluate the standards of teaching and learning and children's progress.

Job Description – October 2023

	To provide for the well-being, involvement, emotional, social and personal development of children to complement their academic development.
	To celebrate cultural diversity.
Staffing	To work with other senior leaders to coach staff to develop their teaching skills based on areas of development identified in observations.
	To manage and motivate all staff to ensure the curriculum is delivered effectively.
	To provide opportunities for continuing professional development for all staff.
	To lead and support the leadership team individually and collectively.
	To manage the performance of all staff in line with statutory requirements and delegate responsibilities where appropriate, ensuring the highest quality of performance.
Liaison	To work closely with the governing body to ensure the school operates effectively and efficiently, leading to highly effective provision.
	To develop positive relationships with parents, the local authority, other schools and the local community.
	To arrange for parents to be given regular information about the curriculum, progress of their children and other matters affecting the school.
	To work effectively with other professionals to ensure the best possible skills and resources are available for all children in order to maximise their potential.
	To provide regular reports to the governing body on the impact of the work of the school.
	To provide opportunities for developing inclusive practice for both children and staff in partnership with relevant organisations.
Premises	To create a welcoming, safe, stimulating environment both indoors and outdoors in which children, staff and visitors feel comfortable and which is conducive to learning.
Personal Development	To engage actively in performance management and continuing professional development to ensure professional skills are kept up to date and developed.

The Job Description is current at the date shown, but in consultation, may be changed by the governors to reflect or anticipate changes in the job commensurate with the grade and job title.

The Headteacher will be expected to comply with any reasonable request from the governors to undertake work of a similar level that is not specified within this job description. The Headteacher will be expected to meet the Headteacher standards published by the DFE.

RAVENSWOOD



RAVENSWOOD PRIMARY SCHOOL
RAVENSWOOD ROAD, HEATON, NEWCASTLE UPON TYNE, NE6 5TU

OFFICE@RAVENSWOODPRIMARY.CO.UK
0191 265 9599