

# Benson Community School



Head Teacher Application Pack

**Benson Community School  
Benson Road, Hockley, Birmingham, B18 5TD**

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# Benson Community School

Benson Road, Hockley, Birmingham B18 5TD

Headteacher: Mrs B Dennis B.Ed.

Deputy Head: Ms Rana B.Ed.

Telephone: 0121 554 4913

Faximile: 0121 523 3448



Dear Applicant

Thank you for your interest in joining Benson Community School as its Head Teacher.

The governors are looking for someone special to lead the school. Someone with a clear vision, great skills and experience, courage and integrity. Someone who really wants to make a difference to the lives of children. Someone who can stick to their guns, but who isn't afraid of change and the inevitable challenges that face a school like Benson. Someone who can make a serious difference but who can see the funny side of life too!

You need to be creative, resilient, and open minded. We need someone who enjoys looking for solutions – not problems. You'll need to be energetic, and someone who definitely gets things done.

We will value your experience, your confidence, your ambition and your strengths; we'll support you in areas where you feel you need to develop and we'll welcome you as part of our community.

The governors do not underestimate what is asked of staff at Benson Community School. We believe it's a great place to work, but it has a number of challenges. It is in one of the most deprived wards in the country; it has a high number of children with EAL; and whilst it has previously expanded to meet the growth in numbers across Birmingham it will from September return to a 2FE school. As a school community we have high aspirations and expectations of everyone whilst supporting our children and their families.

We know how important their time at Benson is for the children who come here – we try to make it a place where they learn well, where they are challenged to do the best they can, where they are safe and where they have fun and some great experiences: in sport, in drama and music, in art, in competition, in life. We want them to leave Benson with the right skills to face the future with confidence.

We're proud of Benson, it has achieved a great deal over the past few years under a dynamic head.

Can you help us make it even better? If you think you can – we'd love to meet you.

We really believe that at Benson 'there are no limits to what you can achieve' – and that goes for the staff as well as the pupils.

Cath Rindl  
Chair of Governors

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## ABOUT OUR SCHOOL

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Benson has 420 children from Reception to Year 6, plus 26 part time Nursery children. We are proud of our inclusive nature, we have many different cultures and backgrounds present in our school - this makes us a true representation of our multi-cultural city. There are at least 42 different languages spoken here. The school is committed to the promotion of justice and racial equality and aims to counter racism and all forms of discrimination.



*'The '3B' curriculum, based on 'Benson, Birmingham and Britain', is highly stimulating, rich and creative. It successfully underpins pupils' acquisition of knowledge. The curriculum is skilfully based on personal, social, health and economic education, British values and religious education, which creates a set of shared core values effectively among pupils.'*

**Ofsted 2018**



## **Our Vision**

**‘There are no limits to what you can achieve’**

- We want Benson to be a school where everyone feels safe, everyone has a voice, and everyone’s potential is recognised
- A school that is inclusive, and welcoming, and where everyone is equal
- At Benson we look for great teaching so that children learn the skills they need really well, and where they are offered a wide range of experiences to help them grow into valuable members of society
- We want to provide a broad, balanced and enriched curriculum that inspires and sets our children above the rest
- We want to instil enthusiasm and a love of learning which will go with them into the rest of their lives
- We want a school that supports children and families well
- At Benson, we want a school where children have respect for themselves, others and their property
- We want to promote a sense of pride and recognition of our own heritage – wherever we are from
- We want to take responsibility for the impact we have on our environment



## Our School

The school has many great features including grassed playing areas, a new building for Y2, Y3 and Y4, EYFS accommodation and play areas, gardening area, Community Building, Laptops for use in classrooms, combined with the heart of the school housed in a Grade 2 Listed building.

## Curriculum

The curriculum at Benson promotes independence and has been designed to foster a love of learning. Imaginative hooks are used to capture the children's interests and to ensure they fully participate in their learning. Benson is working towards the Silver Unicef – Rights Respecting Schools Award, with all classes looking at Children's Rights. For further information please see our website.



The school is very proud of its sporting traditions. This combined with music, drama and art, provision definitely ensures that the whole child remains at the centre of our teaching. There are clubs available for children within the school and lots of opportunities to play a musical instrument, represent the school, learn a craft or enhance our garden.

## Pastoral Care

We have a strong Pastoral Team and SENCO who support across the school. A Pastoral room – The Hive, is used to facilitate support for children and families. This is further enhanced by the Family Support Worker and there are strong links to key agencies such as Barnados, School Nurses, City of Birmingham School, Speech and Language Therapists and Social Workers. We have our own food bank and work closely with New Biggin Trust to support families throughout the school year.

## The Governors

The Governors play an effective and active role in school. The current membership is:-

Category	Name	Other roles
Head Teacher	Bridget Dennis	
		Safeguarding Child Protection
		Safer Recruitment
Co-opted	Cath Rindl ( Chair)	Training
Local Authority	Andy Bailey	Vice Chair of Governors
Co-opted	Maureen Morgan-Pottinger	SEND
Co-opted	Indi Singh	
Staff	Richard Davis	
Co-opted	Imran Shaikh	Chair of Finance & Staffing Committee
Co-opted	Steve Nicolls	
Parent	Shakila Jan	
Vacancies	1 co-opted and 2 parent governors	

## Budget

The budget for 2021-22: £2,869,939. Information on Pupil Premium Grant and Primary Sports funding can be found on the school website.

## Staffing

The staffing at the school is organised within Phases.

Phase 1—Early Years and 1, Phase 2 – Years 2, 3 and 4 and Phase 3 – Years 5 and 6.

Each Phase is led by an Assistant Head teacher.

[illegible]



## September 2020 - 2021 Structure

### Senior Leadership Team

Headteacher

1 Deputy Heads

3 Assistant Heads

Middle Leaders for the following areas:

- Maths
- English
- Science
- Art and Media
- ICT
- EYFS

24 teachers in total

### Support Staff

6 HLTAs

8 TAs

16 Lunchtime staff

5 Kitchen staff

5 Office and Admin Staff

1 Pastoral Worker

1 ICT technician

Site Manager and Assistant Site Manager

3 Cleaners

## Home School Links

The school actively encourages a partnership between home and school, for some children Benson provides the stability in their lives.

The Family Support Worker works alongside parents and carers to support them. Parents are invited into school regularly for workshops, assemblies and open days. Regular Parents Evenings and drop-ins enable the parents to discuss the progress of their child/children.

## External Support services

Benson School is part of the **Handsworth Association of Schools, North Birmingham Schools Teaching School Hub, The Greet TSA** and the **Soho Cluster of Schools**. The schools work closely together for staff and school development. NQTs receive a bespoke training package through The Greet TSA, and the Soho Cluster provides opportunities for key networks of staff from within the schools to develop policy and practice. We are currently working with **St Mathew's Research School** on a two year project on teaching and learning.

The school is a member of the **Birmingham Education Partnership BEP**, taking part in Peer to Peer Reviews and supporting other schools where appropriate.



## And finally ...

- The school's work to promote pupils' personal development and welfare is outstanding.
- The large proportion of pupils who arrive from many different countries and cultures from around the world during each school year are exceptionally well supported.
- Many of these pupils do not speak English but learn basic literacy skills rapidly because of the highly effective support they receive.
- Pupils are very confident. A culture of care and nurture pervades school life, which is highly supportive.
- This helps pupils settle rapidly into school and learn effectively.

## *Ofsted 2018*



## ADVERT



### **Benson Community School: Head Teacher Vacancy**

**Dates:** Job to start September 2021 or January 2022

**Salary:** L21 - 27

**Location:** Birmingham

**Contract type:** Full Time

**Contract term:** Permanent

[Are you looking for a new, exciting and unique opportunity to lead?](#)

Benson Community School is an inclusive primary school in the heart of Birmingham with 436 children on roll speaking over 42 different languages. Due to the retirement of our current Head Teacher our school is looking for a new leader to build upon our vision for the future. Ideally, you would either be an existing Head or a Deputy Head Teacher with extensive leadership experience.

[The successful candidate will:](#)

- Embrace our ethos of a nurturing and learning environment where all children thrive academically, socially & emotionally.
- Provide strong and caring leadership with the ability to inspire and bring out the best in everyone.
- 

[Benson can offer you the chance to:](#)

- Lead a team of dedicated and creative staff who work together to achieve common goals.
- Develop the school's strategy and vision alongside a supportive and effective governing body that is committed to your continued professional development.

Our school motto is "there are no limits to what you can achieve". If this applies to you we would love to hear from you.

Benson Community School is committed to safeguarding and promoting the welfare of children and young people and expects all our staff and volunteers to share this commitment. We require the successful applicant to undertake an enhanced criminal records check via the Disclosure & Barring Service.

Visits to the school are strongly encouraged, please contact our current Headteacher, Mrs B Dennis for further information on 0121 554 4913 or via email at

[b.dennis@benson.bham.sch.uk](mailto:b.dennis@benson.bham.sch.uk)

**Completed application form should be emailed to:**

[CSURecruitment@birmingham.gov.uk](mailto:CSURecruitment@birmingham.gov.uk)

**no later than 9.00am Monday 7<sup>th</sup> June 2021**

**Quoting Ref: ES2176**

**Only BCC applications forms will be accepted.**

**Please do not apply via the TES Website.**

**Shortlisting: Thursday 10<sup>th</sup> June 2021**

**Interviews: Wednesday 23<sup>rd</sup> June 2021**

<b>Position:</b> Head Teacher of Benson Community School		
<b>Location:</b> Benson Community School, Benson Road, Hockley, Birmingham, B18 5TD		
<b>Salary:</b> L21 – L27	<b>Responsible</b>	<b>to:</b> The Governing Body



## **Job Description**

**Job purpose:** promote professional leadership and management to the school. Promote a secure foundation from which to achieve high standards in all areas of the school work. Establish high quality education by effectively managing teaching and learning. Establish a culture that promotes excellence, equity and high expectations of all pupils. (As required by paragraph 46-49 & 53 of the School Teachers' Pay and Conditions Document)

### **Duties and Responsibilities:**

#### **General:**

To act in accordance with the requirements of paragraphs 46 – 49 & 53 of the School Teachers' Pay and Conditions Document

To undertake the professional responsibilities of a head teacher as set out in paragraph 48 of the School Teachers' Pay and Conditions Document

To act in accordance with other legislation affecting the conduct of the school, particularly that governing health and safety matters and employment rights

#### **Specific**

- To provide leadership for, and management of, all school staff and pupils and specifically to be accountable for:
  - Teaching and learning;
  - Assessment and reporting;
  - Curriculum and timetabling;
  - Staff and resources;
  - Implementation of the whole school performance management procedure ensuring that there is a strong correlation between performance and pay;
  - All material aspects of the school; including finance, buildings, site maintenance and IT;
- To have a good practical understanding of the role of strong governance and the interlinks with school improvement;
- To be accountable for the educational performance of the school as determined by the Governing Body, LA and DfE.
- To be accountable for their performance to the Governing Body on all matters relating to the post holders role and responsibilities in line with Governor Regulations/delegation statement;
- To create a culture which supports effective learning, inspired teaching, and respectful relationships;
- To be a constructive, collaborative member of the overall leadership team of the school network, and to model the standards and behaviours of an outstanding leader in education.

### **Leadership and Management**

- Lead and manage all school staff recruitment to ensure staff of the highest standards are attracted, selected and retained;
- Ensure exemplary professionalism from all school staff;
- Instil an ethos of high expectations for behaviour and achievement for all pupils
- Lead and manage staff professional development and training;
- Lead and manage strategic development of the school and maintain/communicate this in the SEF and the School Improvement Plan;
- Maintain strong working relationships with the community, agencies, and other stakeholders, including parents and the Governing Body.

### **Learning and Teaching**

- Train and support others in the teaching of engaging and effective lessons that motivate, inspire and improve pupil attainment;
- Use and support others in using regular assessments to monitor progress and set targets, and respond accordingly to the results of such monitoring;
- Ensure that all pupils achieve their target levels or, if below level, make significant and continuing progress towards achieving at level required;
- Maintain regular and productive communication with parents, to report on progress, sanctions and rewards and all other communications;
- To develop the curriculum, learning and teaching policy and associated timetable.

### **School Culture**

- Maintain a strong school community, characterised by consistent, orderly behaviour and caring, respectful relationships;
- Maintain a culture and ethos that is utterly committed to achievement and to developing high aspirations.
- Coach, motivate and mentor staff to build a school culture of commitment, high standards and drive for success;
- Develop and maintain strong partnerships and ensure regular and productive communication with parents.

### **Assessment and Reporting**

- Ensure that this is effectively used, have a robust tracking and target setting system for pupils in line with national guidelines.
- Ensure that regular and meaningful student progress reports are written and shared with both students and their families.

### **Co-ordination and day to day management of facilities**

- Oversee the school finance, facilities, catering, IT and other resources;
- Ensure robust operational systems;
- Oversee staffing allocation, including support staff, across the school;
- Ensure that the school can function while building work is taking place (if necessary).

### **Safeguarding**

- The jobholder is expected to observe their obligations in accordance with the Safeguarding and Child Protection Policy, and to report any concerns that they may have regarding a child or young person's welfare to the appropriate person.

**People**

- Hold overall responsibility of employees within the School. The jobholder must observe their safeguarding, health and safety, confidentiality, data protection, and equality and diversity obligations, as set out in this job description

**Financial**

- Responsible for the financial management of the School, including identifying financial risks such as cash not secured, potential theft or impropriety

**Physical Resources**

- The post holder will be responsible for the physical resources required to perform their role e.g. computer, software.

**Special Conditions of Employment****Rehabilitation of Offenders Act 1974**

- This job is exempt from the provisions of the Rehabilitation of Offenders Act 1974. Appointment to this job is subject to an enhanced DBS disclosure being obtained, and any relevant convictions cautions and reprimands being considered. Any convictions cautions or reprimands of relevance, obtained by the jobholder after enhanced DBS clearance has been acquired, must be disclosed by the jobholder. Failure by the jobholder to do so, or the obtaining by the jobholder of a relevant conviction caution or reprimand, may be managed in accordance with the Disciplinary Procedure.

**Health and Safety**

- The jobholder is required to exercise their duty of care by taking responsibility for their own health and safety, and the health and safety of other people who may be affected by their acts or omissions (failure to act).

**Equality and Diversity**

- Benson Community School is committed to equality and values diversity. As such it is committed to fulfilling its Equality Duty obligations, and expects all staff and volunteers to share this commitment.

**Training and Development**

- The School has a shared responsibility with the jobholder for identifying and satisfying training and development needs. The jobholder is expected to actively contribute to their own continuous professional development, and to attend and participate in any training or development activities required to assist them in undertaking their role and meeting their safeguarding and general obligations.

## **Review and Amendment**

This job description is normally subject to annual review. Subject to the provisions of the School Teachers' Pay and Conditions Document it may be amended at the request of the Governing Body or the Head Teacher but only after full consultation between them. It will be signed if agreement is reached.

## **Conditions of employment**

The above responsibilities are in accordance with the School Teachers' Pay and Conditions Document in terms of duties and working time and are also subject to any local agreements and LA guidance on interpreting conditions of service.

## **Complaints**

If, following review and amendment, agreement is not reached, the appropriate procedures should be used for the settling of any disputes.

Job description issued after consultation \_\_\_\_\_(Signature of the Chair of the Staffing Committee)

Copy received by \_\_\_\_\_(Signature of the Head Teacher)



## PERSON SPECIFICATION

<b>Position: Head Teacher of Benson Community School</b>	
<b>Location: Benson Community School, Benson Road, Hockley, Birmingham, B18 5TD</b>	
<b>Salary: L21 – L27</b>	

The personnel specification outlines the main attributes needed to adequately perform the post specified. It is intended to give prospective candidates a better understanding of the post requirements. It will be used as part of the recruitment process in identifying and shortlisting candidates.

Benson Community School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An Enhanced DBS check is required for the successful applicant.

	ESSENTIAL	DESIRABLE	* METHOD OF ASSESSMENT
<b>EDUCATION, TRAINING AND QUALIFICATIONS</b>	Degree or equivalent  Qualified teacher status  Evidence of and commitment to continuing professional development	NPQH  Masters in a relevant subject area	AF, I
	<b>ESSENTIAL</b>		
<b>EXPERIENCE</b>	Considerable successful experience in leadership and management and demonstrating the ability to differentiate between them.  Demonstration of a good understanding of School Improvement Planning and implementation.  Experience of implementing Performance Management.		AF, I  AF, I  AF, I  AF, I



	<p>Experience of partnership working with parents and the wider community including external agencies.</p> <p>Successful and varied teaching experience in appropriate phase(s), including working with children with social, emotional and mental health difficulties.</p> <p>Experience of co-ordinating family support services as appropriate.</p>	<p><b>AF</b></p> <p><b>AF, I</b></p>
<b>SKILLS AND ABILITIES</b>	<p>To develop and implement the school vision and values, and promote inclusivity and diversity within a framework of British Values.</p> <p>To develop a culture for learning and set high expectations for achieving success for all.</p> <p>To work to high professional standards, strategically and operationally, leading by example.</p> <p>To monitor, evaluate, and plan strategically for School Improvement and continuous professional development.</p> <p>To lead and manage effectively in an environment of high accountability.</p> <p>To manage the implementation of change effectively and sensitively.</p> <p>Demonstrate the ability to manage, motivate and support individuals and teams effectively.</p> <p>To deal effectively with under performance, in accordance with relevant policies and procedures.</p> <p>To understand and interpret complex data to inform effective decision-making.</p>	<p><b>AF, I</b></p> <p><b>AF, I</b></p> <p><b>AF, I</b></p> <p><b>AF, I</b></p> <p><b>AF, I, P</b></p> <p><b>AF, I</b></p> <p><b>AF, I</b></p> <p><b>AF, I</b></p>

	<p>To maintain a clear strategic financial overview of the school.</p>	<p><b>AF, I</b></p>
	<p>To demonstrate a focus on innovation, creativity and a willingness to work in a context of resource generation and appropriate risk-taking.</p>	<p><b>AF, I</b></p>
	<p>To demonstrate a wide range of high level communication skills including new technologies.</p>	<p><b>AF, I</b></p>
	<p>To use authority appropriately to maintain discipline.</p>	
	<p>To promote and foster a positive school image.</p>	<p><b>AF, I</b></p>
	<p>To seek and maintain effective multi-agency partnerships and collaboration, in order to share and disseminate best practice throughout the whole school and beyond.</p>	<p><b>AF, I</b></p>
		<p><b>AF, I</b></p>
		<p><b>AF, I</b></p>
<b>OTHER</b>	<p>Evidence of motivation for working with children.</p>	<p><b>AF, I</b></p>
	<p>Evidence of ability to form and maintain appropriate relationships and personal boundaries with children and staff.</p>	<p><b>AF, I</b></p>
	<p>Evidence of emotional resilience in working with children and staff exhibiting challenging behaviour.</p>	<p><b>AF, I</b></p>
		<p><b>AF, I</b></p>

	Ability to effectively implement safeguarding legislation and develop a culture of safeguarding awareness, risk assessment and management.	
	Ability to coach and develop all school staff appropriately.	<b>AF, I</b>
	Demonstrate the promotion of positive behaviour strategies and constructive handling of problems.	<b>AF, I</b>
	Evidence of actively involving all staff, parents, Governors and the community in the life and work of the school, other schools and networks.	<b>AF, I</b>
	Evidence of implementing Equal Opportunities and other legislation essential for the health, safety and well being of the school community.	<b>AF, I</b>
	Ability to effectively implement personnel procedures in the management of staff, with relevant knowledge of Employment Law.	<b>AF, I</b>

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- Those elements marked **AF** - will be assessed in your **Application Form**
- Those elements marked **AF/I/P** - will be assessed in your **Application Form** and during the selection process e.g. Interview, **P**resentation.
- Those elements marked **I/P** - will be evaluated during the selection process e.g. Interview, **P**resentation

**NB:** If shortlisted, any relevant issues arising from references will also be taken up at interview. References will be used to support the selection panel's assessment.