

Headteacher

Candidate Information Pack

Welcome from the Chair of the Governing Body

Thank you for your interest in the post of Headteacher of Kingsmeadow School. Governors are looking for a worthy successor to our excellent Headteacher who will be retiring next summer.

I hope this pack will excite your interest in a school which lives and breathes its vision of '**Inspiring Minds, Opening Hearts** and **Transforming Lives**' and the strapline 'We are a community school, with an unrelenting focus on raising aspirations for all'. Our core values of Respect, Resilience and Integrity inform everything that we do. Governors are looking for candidates who will carry our vision forward, putting aspiration at the forefront while maintaining our strong focus on inclusion.

Aspiration and inclusion are key driving themes for a school whose local community is diverse and includes significant disadvantage. We see how these themes are successfully manifested in KS4 outcomes which continue to improve, comparing well with similar schools, and by the high percentage of Ebac students. We are particularly proud of the narrowing PP/non-PP gap, which is now better than national average. We maintain a strong pastoral team which supports very close links between behaviour and achievement.

Kingsmeadow is a maintained school by choice and works well with the Local Education Authority. Our healthy budget is a result of

the significant growth in student numbers during the past few years.

Governors are active in providing strong support to the school and its senior leadership. We have watched the development and successful implementation of the Character Curriculum and of a comprehensive programme of CPD for staff. We continue to be enthusiastic about Project Based Learning in KS3 and how this instils skills for learning which stand the students in good stead as they move through the school.

Kingsmeadow is now established as a good school which is first choice for many local young people and their families. We hope it may be your first choice for an application for headship.

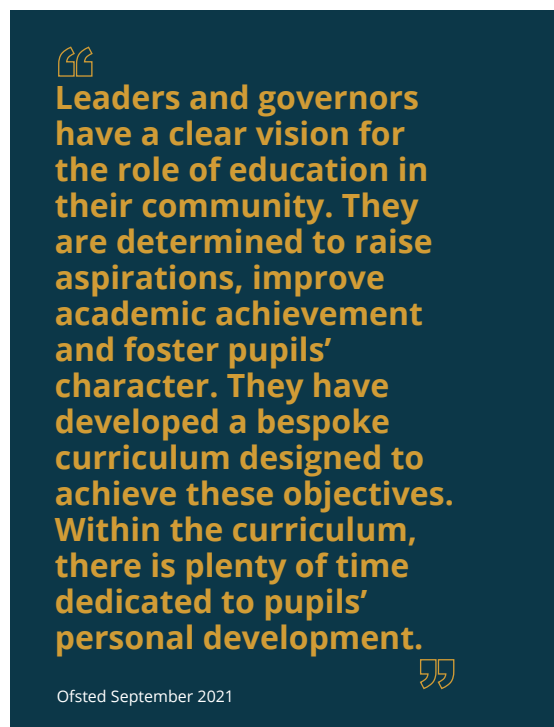
This pack contains information about the school, about the post and about the selection process. I look forward to receiving your application.

With kind regards

Sarah Diggle
Chair of Governors
Kingsmeadow School

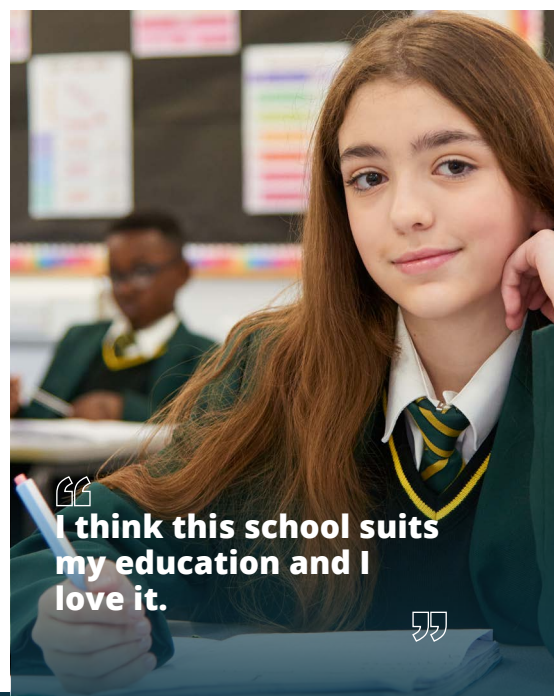


The school is good I like the people.



Leaders and governors have a clear vision for the role of education in their community. They are determined to raise aspirations, improve academic achievement and foster pupils' character. They have developed a bespoke curriculum designed to achieve these objectives. Within the curriculum, there is plenty of time dedicated to pupils' personal development.

Ofsted September 2021



I think this school suits my education and I love it.

Key Information

Role:

Headteacher

Salary:

Leadership Group 6 (Range L28 - L35a)

Tours of the School:

Tuesday 9 January 2024

Thursday 11 January 2024

Afternoon of Tuesday 16 January 2024

Thursday 18 January 2024

Closing date:

Sunday 21 January 2024, Midnight

Shortlisting:

Friday 26 January 2024

Interviews:

Tuesday 6 February 2024 and
Wednesday 7 February 2024

How to apply

If you wish to be considered for this vacancy you should complete an application form, giving the names and addresses of two referees (references will be taken-up prior to interview) and submit a concise letter of application of no longer than two pages. This must be word-processed and should include the following information:

- How your experience to date makes you an ideal candidate for this post.
- Key evidence that demonstrates impact at a whole school level.
- The particular strengths and expertise you could bring to Kingsmeadow to ensure that the school continues to thrive.

The application form and safeguarding documentation, which also must be completed can be found on the school's website under Staff Vacancies.

Candidates are kindly requested not to submit a CV instead of the application form. Additional sheets may be attached to the back of the application form if there is insufficient space.

Completed applications should be emailed to Mrs M Lane; Office Manager at mlane@kingsmeadow.org.uk and should arrive no later than midnight on **Sunday 21 January 2024**.

Visits to the school to meet the current Headteacher are warmly welcomed and we have scheduled four dates for this reason:

- Tuesday 9 January 2024
- Thursday 11 January 2024
- Afternoon of Tuesday 16 January 2024
- Thursday 18 January 2024

To book an appointment on one for the selected dates, please email mlane@kingsmeadow.org.uk.

Interviews will take place on **Tuesday 6 February and Wednesday 7 February 2024**. If you have not heard from us by close of day on Monday 29 January 2024, regretfully you must assume that your application has been unsuccessful on this occasion, in which case the Governors would like to thank you for your time and your interest in the school.

We welcome applications regardless of age, gender, ethnicity or religion. We are also committed to safeguarding and promoting the welfare of students and appointments are made subject to enhanced DBS disclosure.



Welcome from the Headteacher

Our last inspection in September 2021 judged Kingsmeadow School as Good. This was down to the students and the staff and the way that we pulled together as a community. My proudest quote from that report is:



"Pupils are proud of their school...The atmosphere is calm and orderly. Pupils enjoy good relationships with the staff. The school does much to build pupils' character. Teachers teach about the importance of respect, integrity, compassion, courage, pride and quality."



Kingsmeadow is a happy, caring 11-18 Community Comprehensive School where we pride ourselves on being able to get to know every child and family individually. The Pastoral team carries equal importance as academic provision. OFSTED made comments that they felt that this intertwining was a unique strength of this school and was vital for our community and contributed to its success.

We work hard to nurture the unique talents of all of our children, by striving to achieve high standards in all areas of the curriculum. Aspiration is key for our students, many of whom have never ventured outside of their community. We base all that we do with our children on our core values of Resilience, Integrity and Respect, as they develop into happy and successful citizens of the future.

We were granted our own Sixth Form provision in 2020, having acted as a satellite site before then for over 10 years. A bespoke Sixth Form block is due for completion by Sept 2024. This will house a common room area, quiet working space as well as a bookable breakout room. The block will also contain a four

classroom suite, currently planned for the MFL team.

As a Google Reference school we use the Google suite across the school and students have access to Chromebooks in all lessons, though these are used as and when required. With over 400 devices as well as desktops we are well resourced and ready for all developments in the future.

At Kingsmeadow School, we believe, and work hard to ensure, that children thrive in an environment in which they are happy, challenged and secure. I was appointed to the position of Headteacher in September 2017 and have enjoyed the challenges that a diverse community such as ours has provided over the last years. Some of our students come from very challenging backgrounds but are proud and positive about their school. We have the full range of abilities and backgrounds of any comprehensive and strive to ensure success for all.

Over the last few years we have developed our curriculum offer so that all our students now can access EBac. Inclusivity is key and we have strived to enable every single student to have the same opportunities regardless of their abilities. Aspiration is key to success.

Kingsmeadow school is now in a position for new leadership to carry on the journey. I hope you do decide to apply. If you would like to see more of the school then please do not hesitate to get in contact with Michelle Lane; Office Manager at mlane@kingsmeadow.org.uk to book an appointment for me to meet with you and answer any questions you might have.

Domenic Volpe
Headteacher

School Snapshot

Kingsmeadow Community Comprehensive School is an 11 to 18 Local Authority maintained secondary comprehensive school with a PAN of 900 and a plan for a Sixth Form of 120 students. It serves urban communities of western and central Gateshead and parts of the adjacent suburbs. While some pupils come from relatively affluent backgrounds, 43% are Pupil Premium and 44% are FSM. According to the last IDACI survey, 80% of the catchment the school serves are in the highest deprivation category. Currently, about 14% of students are on the register of special educational needs. 23 pupils have EHCPs, mostly for a range of emotional and behavioural difficulties. The vast majority of pupils are white. We have been part of the Warm Welcome refugee scheme and have welcomed over 100 students in the last 18 months, though these have not all remained, and have often been moved on by the Home Office at short notice.

Kingsmeadow Community Comprehensive School has expanded rapidly over the last 6 years and will be at PAN from September 2024. There is extensive residential building planned for the surrounding area that will continue to raise demand for places into the future. The school became an 11-18 school with its own Sixth Form provision in 2020, having acted as a satellite site before then for over 10 years. Plans are in place for a purpose built Sixth Form block which is due for completion by September 2024. This will house a common room area, quiet working space as well as a bookable breakout room. The block will also contain a four classroom suite, currently planned for the MFL team.

The school is organised into two parallel communities in each year group. The communities in Kings House and Meadow House are carefully grouped ensuring that there is parity both academically and pastorally and each house is then academically setted accordingly. These smaller communities within the overall Kingsmeadow Community enable staff and students to work more closely together and afford more opportunities for support in each House.

Leadership Structure

Headteacher

Mr D Volpe

Deputy Headteacher

Mr M Barrett

Business Manager

Miss C Bulman

Assistant Headteachers

Mrs C Richardson

Engagement and Wellbeing

Mr R Mills

Teaching and Learning - Achievement and Curriculum

Mrs A Douglas

Teaching and Learning - Monitoring

Miss M Langley

Teaching and Learning - Development

Mr G Dunlop

Attendance



The school has a well-developed culture of safeguarding. Safeguarding leaders are experienced. Pupils have great faith and trust in the pastoral team. Bullying and derogatory language rarely happen. Pupils know who to go to if they have any concerns.

Ofsted September 2021



My child has Autism & struggles with school & managing his own frustration/anger. The staff at Kingsmeadow especially the Send team do everything they can to support him. I appreciate Kingsmeadow school immensely.

Parent



Headteacher Job Profile

Core Purpose

The Headteacher will be responsible and accountable for the successful development and sustainability of this mixed 11-18 comprehensive school. They will support the school in its current status as a local authority maintained school. This appointment will be in accordance with the Articles of Government, the Conditions of Employment of Headteachers contained within the Teachers' Pay and Conditions Document and the policies and requirements adopted by the Governing Body.

To achieve success, the Headteacher will:

- Provide vision, leadership and direction to the staff, students and other stakeholders.
- Effectively manage learning and teaching; implementing appropriate and agreed changes to academic and vocational provision.
- Ensure the best outcomes for students both in terms of attainment and progress.
- Promote excellence, equality and high expectations for all students.
- Deploy all resources, including staff and financial resources to achieve the school's aims and provide regular reports to the Governors on the performance of the school.
- Evaluate school performance and identify priorities for continuous improvement. Ensure effective day to day management, organisation and administration.
- Maintain very strong relationships with the community, stakeholders and partners.
- Create a safe and productive learning environment which is engaging and fulfilling for all students.
- Sustain and develop further a professional community that enables others to achieve through effective relationships and communication.

Key Responsibility Areas

The post holder will need to provide continuity in maintaining excellent teaching and learning throughout the school working with the Governing Body, strategic leadership team and other stakeholders to create and implement a shared vision that delivers future success and encourages each child to strive for his or her best. The National Standards for Headteachers sets out the knowledge and professional qualities required for this role in the following key areas:

- Qualities and Knowledge
- Pupils and Staff
- Systems and Knowledge
- The self-improving school system

Qualities and Knowledge

The Headteacher will:

- Hold and articulate clear values and moral purpose, focused on providing a world-class education for the pupils they serve.
- Demonstrate optimistic personal behaviour, positive relationships and attitudes towards their pupils and staff, and towards parents, governors and members of the local community.
- Lead by example - with integrity, creativity, resilience, and clarity - drawing on their own scholarship, expertise and skills, and that of those around them.
- 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 compellingly the school's vision and drive the strategic leadership, empowering all pupils and staff to excel.

Headteacher Job Profile (continued)

Pupils and Staff

The Headteacher will:

- Demand ambitious standards for all pupils, 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.
- Establish an educational culture of 'open classrooms' as a basis for sharing best practice within and between schools, drawing on and conducting relevant research and robust data analysis.
- Create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to 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.

Systems and Processes

The Headteacher will:

- 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.
- Establish 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.

The self-improving school system

The Headteacher will:

- Create outward-facing schools which work with other schools and organisations - in a climate of mutual challenge - to champion best practice and secure excellent achievements for all pupils.
- Develop 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 schools.
- Shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff.
- Model entrepreneurial and innovative approaches to school improvement, leadership and governance, confident of the vital contribution of internal and external accountability.
- Inspire and influence others - within and beyond schools - to believe in the fundamental importance of education in young people's lives and to promote the value of education.

Headteacher Person Specification

Qualifications and Training

Qualified Teacher Status	Essential	AF
Honours Graduate	Essential	AF
NPQH Qualification	Desirable	AF
Evidence of continuing professional development	Essential	AF

Professional Experience

Senior Leadership experience at secondary level	Essential	AF & Ref
Experience of partnership working	Desirable	AF & SP
Experience of 11-18 age range in one or more schools	Essential	AF & Ref
Experience of successful management of change, including identifying and evaluation challenges, shaping and implementing solutions and monitoring effectiveness	Essential	AF & Ref
Experience of Project Based Learning	Desirable	AF

Skills, Knowledge and Attributes

Well organised	Essential	AF, SP & Ref
Ability to meet deadlines	Essential	AF & SP
Substantial and successful senior leadership experience	Essential	AF, SP & Ref
Experience of leading whole school change	Essential	AF & SP
Have an excellent understanding of secondary education across all key stages	Essential	AF & SP
Effective in the use of whole school data to evaluate pupil performance	Essential	AF & SP
Experience of managing challenging students, parents and staff	Essential	AF & SP
Experience of strategic planning and self-evaluation	Essential	AF & SP
Up to date knowledge of teaching and learning; pastoral provision; achievement; curriculum reform etc.	Essential	AF & SP
Close familiarity with school accountability frameworks, particularly Ofsted processes and systems	Essential	AF & SP

Personal Qualities

A commitment to the school and the willingness and energy to bring about success	Essential	AF, SP & Interview
Able to lead both through the leadership team and by personal example	Essential	AF, SP & Interview
Enthusiasm, drive and love for the job	Essential	SP & Ref
Clear vision and innovative approach	Essential	SP, Ref & Interview
Passion for ensuring all aspects of school life demonstrate integrity and respect	Essential	SP, Ref & Interview
A strong intellect and demonstrable integrity and resilience	Essential	SP, Ref & Interview
Excellent communication skills	Essential	SP, Ref & Interview
Ability to organise, plan and prioritise time effectively	Essential	SP, Ref & Interview
Ability to act decisively	Essential	SP, Ref & Interview
Sense of humour	Essential	Interview
Excellent reliability	Essential	AF & Ref

AF – Application Form

SP – Selection Process

Ref – Reference



Inspiring Minds, Opening Hearts, Transforming Lives



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