

West Blatchington Primary & Nursery School



Aiming high, Nurturing all



OFSTED RATED 'GOOD' January 2019

Headteacher Recruitment Pack

www.westblatchingtonprimary.co.uk

Hangleton Way, Hove, BN3 8BN - Tel: 01273 770777

Letter from the Governing Body

Dear Applicant,

On behalf of the governing board, we would like to thank you for your interest in the post of Headteacher at West Blatchington Primary & Nursery School.

Our school is a maintained one form entry primary school with a nursery and ASC Facility. We pride ourselves on providing the very best teaching to ensure every child can succeed and achieve their potential. 'Aiming high, Nurturing all' is not jot a slogan, it's a way of life at West Blatchington!

We are looking to attract a Headteacher who can inspire everyone connected with West Blatchington and lead us on our journey to be an outstanding school. The governing body are ambitious and want to work with a Headteacher who is at the forefront of innovation and can drive change. We are looking for partnerships to strengthen and consolidate the school's successes.

The Governing Body warmly welcome informal visits to the school to help you gain an insight into our school ethos and see what a unique and special place West Blatchington is.

We look forward to receiving your application.

Yours faithfully,

Simon Sharron & Matt Parsons

Co-Chairs of the Governing Body



*"Totally committed
to providing the
best for all pupils."*

Ofsted – Jan 2019

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Headteacher Vacancy

Salary Grade: Leadership 14-18 (Group 2) £58,135 - £63,508 per annum

Contract: Permanent

Start Date: January 2023

The Governing Body are very ambitious for the school and are looking for an exceptional and motivated Headteacher, who can lead us on our journey to be an outstanding school.

This is a perfect opportunity for a dynamic and talented leader, with a proven track record of raising achievement and improving teaching and learning.

Our ideal candidate will:

- Be dedicated to ensuring that every child can flourish in a caring and nurturing environment.
- Have extensive experience of EYFS, KS1, KS2 and SEND, including leading an on-site specialist SEND provision.
- Be able to inspire and engage pupils, staff and families, to embrace opportunities and help all children to achieve their potential.
- Be proud to champion our diverse and inclusive school community.
- Work collaboratively with the Governing Body.
- Pro-actively innovate and drive change.
- Have the ability to communicate positively and work effectively with a range of stakeholders.
- Lead by example and have the skills to model high quality teaching and learning across the primary age range.

We can offer you:

- Talented, enthusiastic and supportive colleagues who are committed to continuous improvement.
- A fantastic, inspirational and state of the art new school building.
- Friendly, caring pupils who support and respect each other.
- A happy, positive and vibrant working environment.
- A committed and supportive governing body.
- An ethos that is ambitious for all.

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Our values

At West Blatchington Primary & Nursery School, we passionately believe in developing the whole child, through high quality teaching and learning combined with an abundance of enrichment opportunities.

We are extremely fortunate to have moved into a state of the art new building in April 2019, that boasts a wealth of facilities, including a large computing suite, technology room, specialist music room, sports hall, changing rooms and several intervention rooms.

We embrace the outdoors and have a much loved wildlife garden, incorporating a gardening club and eco club, which see the children learn about the importance of looking after our environment as well as where our food comes from, in addition to a wide range of sports clubs, including basketball, dance and yoga. Music is another important and creative element that permeates throughout the school, through regular performances, a choir and our weekly singing assemblies.

Please view the video on our website to learn more about our ethos: [Virtual Tour](#)



West Blatchington Primary & Nursery School

has a love for learning

is proud to be part of the community

has ambition believe everyone has a part to play

work together in a safe, happy and nurturing environment

embrace every opportunity

recognise & respect individual needs

value, trust and support one another

"Expectations of what pupils can achieve are high.

Aspirations are even higher and underpin the very inclusive ethos of the school."

Ofsted – Jan 2019



**Albion in the
Community**

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Our school

Whilst children are at West Blatchington Primary & Nursery School we strive to develop:

Lifelong Learning:

Our vibrant curriculum gives all pupils the opportunity to develop their personal skills. Children at West Blatchington Primary & Nursery School are taught to become Resilient, Resourceful, Responsible and Reflective learners who can Relate effectively with others.

The Individual Child:

Every child is treated as an individual and we personalise their learning experiences in order that they make the best possible progress. We want them to grow to be tolerant, respectful and well rounded individuals.

Emotional Well-being:

Staff and parents/carers work together with pupils to provide a safe, happy and nurturing environment. Pupils learn well at our school because they feel safe and valued. A culture of mutual respect permeates all that we do.

Pupil Voice:

We welcome pupil voice and have an active School Council. Our school council is involved with various projects including promoting our learning heroes and encouraging healthy eating.

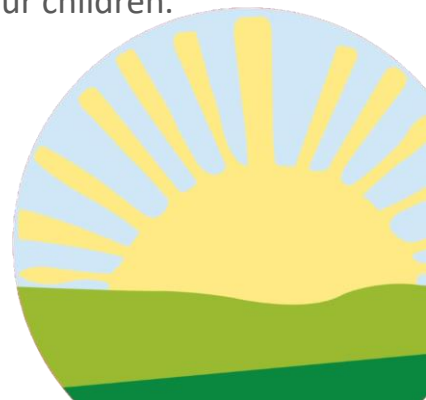
A Sense of Community:

We work closely with our local community of schools and we develop strong partnerships that allow us to provide the very best for all pupils and staff. Within our own community we promote equality and inclusion at all times.

Partnership:

We encourage families to play an active role in their child's learning and the life of our school. By working closely together we can make a greater difference. Every member of our team is aware how significant their role is in educating our children.

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Our pupils

"Pupils have a highly developed sense of fairness"

Ofsted—Jan 2019

**FSM
48%**

**PP
50%**

**EHCP
11%**



**EAL
30%**

**SEND
34%**

"Pupils love coming to school."

Ofsted – Jan 2019

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Our community

"Parents and carers love the inclusive feel of the school. Parents feel that their children are safe at school."

Ofsted – Jan 2019

"All are welcome at West Blatch. We wouldn't want it any other way."

Parent

Parent Survey

96% say their child is happy at this school

100% say that their child feels safe at this school

99% say that their child makes good progress at this school

95% of parents say that the school makes sure its pupils are well behaved

100% of parents would recommend this school to another parent

Source: Ofsted Parent View Survey 2018-19

"As a secondary school teacher myself, I wanted my child to attend a school that was caring and supportive. Most importantly, I wanted a school that would develop my children's passion for learning. West Blatchington met and continues to exceed my expectations!"

Parent

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Job description

Main Purposes of the Job

To provide professional leadership for the school which secures its success and improvement, ensuring high quality education which inspires and motivates its pupils and improves standards of learning and achievement. To work with and through others to secure the commitment of the wider community to the school.

To carry out the duties set out in Part 7 of the School Teachers' Pay and Conditions Document.

Strategic direction and development

- Work with the Governors, in consultation with other interested parties, to formulate the aims of the school and to establish policies for their implementation
- To create and implement a strategic plan, underpinned by sound financial planning, which identifies priorities and targets for sustaining school improvement
- Ensure that all members of the school community are committed to its aims, motivated to achieve them and involved in meeting objectives and targets to secure success

Teaching and learning

- Determine, organise and implement an appropriate curriculum relevant to the needs and abilities of all pupils, in accordance with the Governors' curriculum statement, the current educational challenges and future trends
- Determine, organise and implement a policy for the care, personal development and well-being of pupils
- Monitor and evaluate the quality and effectiveness of teaching and standards of learning and achievement of all pupils to secure school improvement
- Create and promote strategies for developing equal opportunities and inclusion for all members of the school community
- Work with schools in other key stages to ensure satisfactory transfer and progression of pupils
- Build a collaborative learning culture within the school and engage with other schools and the wider community to build effective learning communities

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Job description

Leading, managing & developing staff

- Plan, allocate, support and evaluate work undertaken by teams and individuals ensuring clear delegation and devolution of responsibilities
- Acknowledge the responsibilities and celebrate the achievements of individuals and teams
- Implement and sustain effective systems and procedures for staff induction, continuing professional development and performance review
- Support and motivate all staff to enable them to carry out their respective roles and achieve high standards, and take appropriate action when performance is unsatisfactory
- Ensure that trainee and newly qualified teachers are appropriately trained, monitored, supported and assessed
- Regularly review own practice and take responsibility for own personal development
- Manage own and others workload to allow an appropriate work/life balance

Deployment of staff and resources

- Create and develop an organisational structure which reflects the school's values and enables the management systems, structures and processes to work effectively in line with legal requirements
- Produce and implement clear, evidence based improvement plans and policies
- Work with governors to recruit and retain staff of the highest quality
- Manage the schools resources efficiently and effectively as follows:
 - Human Resources, including recruiting, retaining & deploying staff appropriately to achieve the school's goals and priorities
 - Financial Resources, including effective administration & control in line with budget plan
 - Accommodation & other resources, taking account of curriculum needs & health & safety
- Ensure the range, quality and use of all resources is monitored, evaluated and reviewed to improve the quality of education for all pupils and provides value for money

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Job description

Accountability

- Provide information, objective advice and support to the governing body to enable it to meet its responsibilities for securing effective teaching and learning, high standards of pupil achievement and good value for money
- Develop an organisation in which everyone works collaboratively, shares knowledge and understanding and accepts collective accountability for the success of the school
- Ensure individual staff accountabilities are clearly defined, understood and agreed and are regularly reviewed and evaluated
- Present the school's aims, performance and goals in a manner appropriate to a range of audiences including governors, pupils, parents, the Local Authority, the local community and OFSTED to enable them to play their part collaboratively and effectively
- Ensure that parents and pupils are well-informed about the curriculum, attainment and progress, and about the contribution they can make to the school's success
- Ensure the school operates within agreed Children's Trust guidelines and that effective liaison exists between the school and the Children's Trust
- Promote the school and develop effective partnerships in the wider community
- Responsible for promoting and safeguarding the welfare of children and young people s/he is responsible for, or comes into contact with

Strengthening Community

- Be committed to engaging with the internal and external school community to secure equity and entitlement for pupils
- Collaborate with other schools to share expertise and bring positive benefits to their own and other schools
- Further develop collaborative working with other agencies to take account of current policies
- Work collaboratively at both strategic and operational levels with families, carers and across multiple agencies for the well being of children
- Influence and sponsor the development of extended services in and around the school which meet the needs of their school community
- Encourage families to be active partners in the school and strengthen effective home-school communication

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Person specification

A: Commitment to Vision	1. Model and share the school's vision and ethos.
B: Experience	<ol style="list-style-type: none"> 1. Headship/Deputy/Assistant headship experience in a primary school for at least 3 years 2. To have worked in at least two schools 3. Experience of working with pupils across the primary phase with a range of needs, including ASC 4. To have experience of leading an onsite specialist SEND provision 5. Experience of working with external partners and other agencies for the wellbeing of all pupils and their families 6. Experience of providing support mechanisms for pupils
C: Qualifications	<ol style="list-style-type: none"> 1. Have gained qualified teacher status – Essential. 2. To hold or be working towards a NPQH 3. Evidence of recent and appropriate professional development
D: Teaching & Learning	<ol style="list-style-type: none"> 1. Evidence of outstanding classroom practice 2. Proven experience of implementing strategies for raising achievement and monitoring progress 3. Commitment to a curriculum which engages and enthuses children and leads to high achievement
E: Skills	<ol style="list-style-type: none"> 1. Ability to build strong and effective working relationships with staff, outside agencies and the local authority 2. Extremely capable of working under pressure and prioritising time and tasks appropriately, whilst meeting deadlines 3. Ability to oversee assessment procedures and analyse data, using this to drive school improvement and diminish the differences 4. Ability to use data analysis to support school improvement and decision making 5. Demonstrate an understanding of the importance of safeguarding, forming and maintaining appropriate relationships and personal boundaries with children and young people 6. Ability to communicate effectively with a wide range of audiences (including written, oral and presentation) 7. Ability and experience in supporting and developing staff effectively, including the ability to recognise achievement, monitor and evaluate work and address poor performance, and achieve work-life balance 8. Ability to manage the school efficiently & effectively, including HR, finance & accommodation 9. Excellent organisational and interpersonal skills and flexible management style

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Person specification

F: Knowledge	<ol style="list-style-type: none">1. Knowledge of strategic financial planning, budgetary management and principles of best value2. Wide knowledge of the impact of current educational challenges and future trends3. Knowledge of the wider curriculum beyond school and the opportunities it provides for pupils and the school community4. A strong knowledge of the National Curriculum and the expectations of good/outstanding quality primary provision5. A robust working knowledge of the particular requirements of meeting the needs of pupils with SEND, EAL, LAC or other particular individual needs6. A comprehensive knowledge of strategies which are necessary to promote purposeful learning and progress for pupils with SEND and other vulnerabilities, whilst safeguarding the health and safety of all pupils7. Full working knowledge of relevant policies/codes of practice and awareness of relevant legislation, including the safeguarding of children and young carers
G: Personal Attributes	<ol style="list-style-type: none">1. Ability to lead, motivate and inspire others2. Ability to lead and manage change3. Ability to lead and empower successful teams4. Be positive, passionate and committed to an inclusive school community5. Proven ability to manage behaviour and create a positive ethos6. Ability to relate and communicate effectively with parents/carers and encourage their participation in their child's education7. Able to interact sensitively with people and achieve positive outcomes8. Have a proven record of demonstrating substantial resilience in leadership roles

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How to apply

Key Role Information

Salary Grade:	Leadership 14-18 (Group 2) £58,135 - £63,508 per annum
Contract Type:	Permanent
Start Date:	January 2023

Tours

Applicants are encouraged to visit the school before submitting an application. Should you wish to arrange a tour, please email helenhaskew@wblatch.brighton-hove.sch.uk.

Applying for the role

To apply for the role, please complete the application form provided and write a supporting statement (no more than 2 pages).

Please read the Job Description and Person Specification as candidates should address these selection criteria in the application form and their supporting statement, as these will determine who the recruitment panel shortlist for interviews.

Completed applications forms and supporting statements should be emailed to Helen Haskew, Clerk to the Governing Body; helenhaskew@wblatch.brighton-hove.sch.uk.

Candidates should be available to attend an interview for the two days on 12th and 13th July 2022. Please note that dates are provisional and may be subject to change.

The closing date for applications is Sunday 3rd July 2022.

Interviews

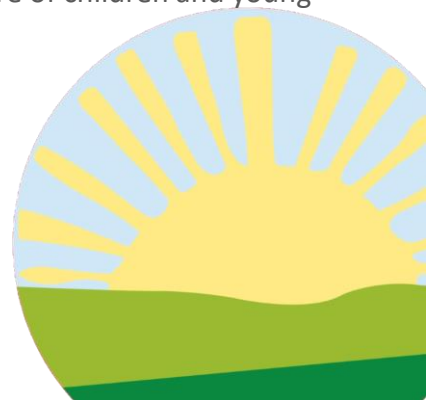
All applications will be acknowledged and shortlisted candidates will then be provided with further information regarding the interview process. References will be taken up at this stage.

Shortlisted applicants will be invited to interview on Tuesday 12th July 2022. Successful candidates will be invited to day two which will be held on Wednesday 13th July 2022.

Safeguarding

The appointment will be subject to references, along with the necessary recruitment and safeguarding checks. The school is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment

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