March 2021

RE : Deputy Head of School (Primary)

TERMS : Full time and permanent. Leadership Scale 10 to 14.

Dear Sir or Madam,

Thank you for taking the time to find out about the vacancy within our Senior Leadership Team.

Mayfield School is undergoing a period of expansion from a 1000 place secondary school to a 1540 place ‘all through school’. The key milestones to date have been:

In September 2012 we opened a 60 place pre-school and nursery on the school site which has been judged as “outstanding” by OfSTED. Staff members are guaranteed access to this very popular and highly oversubscribed facility.

In July 2013 Mayfield School secured approval from Portsmouth City Council to extend our age range from 11-16 to 4-16 and become the city’s first ‘all through’ school and one of only a handful of state, single site, ‘all through’ schools in the country. With this change in status, the school has undertaken a significant building programme drawing on over £4 million in additional capital.

In September 2014, we welcomed the first intake into our primary section and became one of the most oversubscribed schools in the city, with 60 pupils joining us, many of whom were in our pre-school. Each year the school will continue to admit 60 pupils into Year R (plus 30 into Year 3) until the primary section fills by 2020 and the school reaches its maximum capacity of 1540 pupils across all phases.

In September 2016, Mayfield was inspected by OfSTED and was judged as ‘good’ in all areas. In particular, inspectors noted:

*“A comprehensive staff training programme has been the key driver in improving teaching in classrooms over the last two years”;*

*“The behaviour of pupils is good. The school runs smoothly on a day to day basis with a clear code of conduct”;*

*“Across the school, pupils benefit from positive relationships with their teachers”.*

Most recently, Mayfield has been successful in its bid for priority school building project (PSBP) funds which will result in the construction of a ‘state of the art’ purpose built ‘all through’ school on the east field of the current site. Work started in November 2019 and the new, £multi-million, building will be handed over in July 2021.

The person appointed will be an experienced middle leader within an existing Primary School and able to act as a key leader across the Primary Section as well as provide direct line management to staff within Years R to 3 or Year 4, 5 and 6. The successful candidate will work with a dedicated, and growing, team of Assistant Headteachers and Phase Leaders to support the development of our (relatively) new provision.

Not only is our Primary Section very popular and heavily oversubscribed with parents, but also with staff. Our recent advert for Primary Classroom teachers resulted in over 60 applications. Consequently, you would be joining a very high calibre team and therefore, successful experience of working in a school which has been graded as ‘Good’ or ‘Outstanding’ is essential as is a demonstrable track record of improving outcomes at KS1 and/or KS2.

To apply for this post, please complete an application form and attach a letter to the Headteacher detailing:

* How do your experiences to date make you the right person for this post? (Max. 500 words);
* What impact have you had as a leader? (Max. 500 words);
* Beyond curriculum responsibilities, all members of the SLT undertake “whole school” work. What areas are you most interested in undertaking, and why? (Max. 500 words).

Applications should be received via email to Mrs. Lynne Hollis, PA to the Headteacher, on [hollis@mayfield.portsmouth.sch.uk](mailto:hollis@mayfield.portsmouth.sch.uk) by 4:00pm on Friday 16th April 2021. Shortlisted candidates will be required to undertake a variety of activities including an assembly, presentation and interview. Perspective candidates are welcome to visit our school to find out more about this role.

Thank you for taking the time to find out the exciting changes taking place at our school.

Best wishes,



Mr. David Jeapes - Headteacher