



# Nene Valley Partnership

Excellence in Education



## HEAD OF SCHOOL



**Irchester**  
Community Primary School  
Tel: 01933 353848

**The Governors of Irchester Community Primary School are seeking to appoint a Head of School to build on the best traditions of the school, realise the benefits of working within a unique trust, and bring their own approach and vision to shaping the future. This is a superb opportunity for a talented and energetic school leader, with a proven track record, to work with leaders from across the trust, as well as an expert and committed Governing Body with full delegated authority.**

### The School

This is an exciting time for Irchester Community Primary School. In 2019, a new Multi-Academy Trust (the Nene Valley Partnership) was established which now comprises of Wollaston School, Irchester Community Primary School, Bozeat Community Primary School and Cogenhoe Primary School. We share a mission to deliver 'Excellence in Education' for the benefit of the children in our local communities. Irchester is a founding member of the Nene Valley Partnership and is a school with a proud and successful tradition, matched by an ambitious and creative approach to the future.



Irchester Community Primary School enjoys an excellent local reputation and is proud to serve the children of the village of Irchester with some students attending from surrounding areas.

We have a qualified and dedicated team of staff, friendly, positive students and parents and a wider community who are incredibly supportive of the school. ICPS is at the heart of our local community.

Irchester Community Primary School works towards achieving great outcomes for every student and we believe in the very highest standards of teaching, behaviour, and pastoral care. The Head of School will provide both the support and challenge to ensure that every child develops the ambition, self-esteem and love of learning to realise their potential. Irchester benefits from exceptional facilities including a central library and specialist science (Lab13) provision.

### The Role

The post of Head of School will succeed Mrs Julia Alison, the current Headteacher. The opportunity arises to lead a community of talented staff, students and parents a dedicated and empowered Governing board and the CEO of the Nene Valley Partnership.

The successful candidate's experience will reflect our ambitions for a happy, purposeful school in which all students are active participants in their own learning and quality of teaching is the ultimate priority.

The Head of School will lead all pastoral, operational and academic provision as well as contributing to school improvement activity across our partnership of schools as our small trust develops in the months and years ahead.



# THE OPPORTUNITY

The Nene Valley Partnership is a small, local and distinctive Multi-Academy Trust which aims to provide excellence in education for the children whom we serve. Our Partnership is founded on collaboration, community and confidence. Each school enjoys its own character and identity, as well as being committed to the principle that working together is more effective than working alone.

The Headteacher/ Head of School is responsible for all aspects of school leadership and operational management of the school. This includes accountability for the vision of the school, academic standards and the quality of education provided.

The successful candidate will need to demonstrate the following key attributes:

- Be a motivational leader and effective manager.
- The ability to prioritise and organise human and physical resources to ensure the school runs to optimum efficiency.
- Have the ability to engage and build strong relationships with all children, staff, Governors and the wider community. To galvanise this team towards a shared vision of success.
- The ambition and empowerment to build on the current foundations to make Irchester Community Primary a truly exceptional school.
- The passion and commitment to inspire and attain the highest standards of teaching and learning across the school.
- Excellent communication skills and the desire to maintain and build on school's position within the Nene Valley Partnership, the local educational community and beyond.

We are looking for someone who can lead our school with kindness, warmth and dynamism, but also with total clarity, relentless consistency and a refusal to accept anything other than the very highest possible standards.

You will enjoy a high level of visibility, autonomy and impact and we are seeking an individual who can recognise our existing strengths - but also challenge our school community to even greater achievements. You will be empowered to improve policy, process and practice in all areas of our work. The aim is to use the best of Irchester's traditions to lead the future with creativity and ambition.





## WHAT YOU CAN EXPECT IN RETURN

In addition to working in an exciting and ambitious school and Multi Academy Trust, alongside hardworking, kind and dedicated governors, staff and students, the Nene Valley Partnership provide a bespoke package of CPD, support and challenge to enable you to flourish both in this role and in terms of your future career aspirations.

The successful candidate can also expect to receive:

**Remuneration on Leadership Scale L15-21**

**Well rounded, curious and interesting children who enjoy being challenged.**

**A community orientated, semi-rural school that is ambitious for the future.**

**A proactive and engaged Local Governing Body who will provide both challenge & support.**

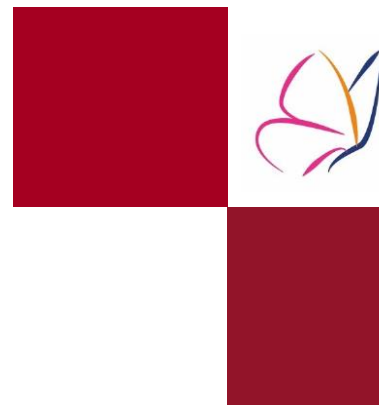
**The opportunity to lead within an ethical and positive multi academy trust – working with leaders from across the Nene Valley Partnership.**

**Teacher Pension Scheme.**

**Onsite Parking.**

# JOB DESCRIPTION:

## Head of School



### Salary

ISR on the Leadership Group Spine L15-21

### Line of Responsibility

The Head of School is directly responsible to the Local Governing Body and CEO of the Nene Valley Partnership (NVP).

### Core Purpose

This role exists to provide professional leadership to secure the success and continuous improvement of Irchester Community Primary School. The Head of School will ensure a high-quality learning environment that is engaging and fulfilling for all pupils.

### Duties

The duties outlined in this job description are in addition to those covered by the latest School Teacher's Pay and Conditions Document, which should be read in conjunction with this document. This job description is based on the National Standards of Excellence for Headteachers (January 2015).

### Strategic direction and shaping the future of the school

- To work with the Local Governing Body and Nene Valley Partnership to provide vision, purpose and leadership of this Community School, and secure effective teaching and successful learning and achievement by pupils.
- To inspire, challenge, motivate and empower other stakeholders to deliver a vision of Excellence in Education.
- To review and implement the School Development Plan which, through appropriate consultation, identifies appropriate priorities and targets to ensure that pupils achieve high standards and make progress.
- To ensure school improvement and raise standards by fostering a collaborative vision of excellence and equity which sets high standards for every pupil.
- To promote and safeguard the welfare of children.

### Leading Teaching & Learning

- To create and maintain a consistent and positive environment which promotes and secures quality teaching, effective learning, high standards of achievement, good behaviour and discipline.
- To ensure that learning is at the centre of strategic planning and resource management.
- To implement, monitor, evaluate and review the curriculum and its assessment in order to identify areas for improvement and set targets for the school and to meet the personalised learning needs of every child.
- To develop effective links with the local community, parents / carers and external agencies to work for the well-being of all pupils and families, and to extend the curriculum, and improve pupils' achievements and personal development.



### **Developing self, and working with others**

- To lead, motivate, support, challenge and develop staff to secure improvement.
- To ensure that effective working relationships are formed with staff, and between staff and pupils.
- To motivate and enable teachers to develop their learning through encouraging and providing opportunities for high quality continuing professional development.
- To prevent and address any discriminatory behaviour and to promote racial harmony.
- To lead by example, taking an active involvement in school activities, including assemblies and extracurricular activities.

### **Managing the Organisation**

- To deploy staff and resources efficiently and effectively in line with the objectives in the School Development Plan and within the school budget.
- To produce and implement clear, evidence-based improvement plans.
- To ensure effective administration and control to meet the objectives agreed.
- To manage and organise accommodation efficiently and effectively to meet the needs of the curriculum and health and safety regulation.

### **Securing Accountability**

- To develop a Community School which enables everyone at work to collaboratively share knowledge and understanding, celebrating success and accept responsibility for outcomes.
- To provide information, advice and support the Governing Body to enable it to meet its responsibility for securing effective teaching & learning, and improved standards of achievement.
- To develop with the governors, alongside the CEO, an account of the school's performance in a form appropriate to a range of audiences including Governors, parents, local community, Ofsted and the Local Authority.
- To ensure that parents and pupils are well informed about the schools aims, vision curriculum and targets for improvement.

### **Conditions of Employment**

The above responsibilities are subject to the general duties and responsibilities contained in the written statement of employment (the Contract of Employment).

The Head of School will carry out his/her duties in accordance with and subject to the National Conditions of Employment for Headteacher and Education and Employment Legislation.

The Head of School is accountable to the CEO of NVP and Governors of the Local Governing Body for the standards achieved and the conduct, management and administration of the school, subject to any policies that the DfE may make.

PERSON SPECIFICATION	Essential	Desirable
<b>QUALIFICATIONS &amp; EXPERIENCE</b>		
Qualified Teacher Status recognised by the Department of Education	X	
A relevant graduate qualification to degree level or equivalent	X	
Commenced or achieved National Professional Qualification for Headship (NPQH)		X
Relevant further or professional qualification		X
Evidence of recent relevant Continuing Professional Development (CPD)	X	
Experience across Early Years and Primary age range	X	
A proven track record of successful leadership in primary school setting	X	
Building strong working relationships internally and externally	X	
Proven track record of consistently raising attainment	X	
Leading successful school improvement work	X	
Experience of working in an academy		X
<b>KNOWLEDGE &amp; UNDERSTANDING</b>		
National policy framework, current educational legislation and its impact on schools and their wider communities	X	
Understanding the planning of the National Curriculum, including assessment, recording and reporting	X	
Safeguarding principles and practice	X	
Comparative data and performance indicators to establish benchmarks and set targets for improvements	X	
Successful and innovative approach to change management and ability to evaluate impact	X	
Processes and policies relating to whole school leadership	X	
Roles and responsibilities of the Governing Body	X	
Role of Ofsted and the current framework and requirements	X	
Legal aspects of school leadership	X	
Strategic Planning, including experience of involvement in school improvement planning, implementation, monitoring and self-evaluation	X	
Experience/understanding of financial responsibilities e.g. managing delegated budgets and the principles of Best Value		X
Possess a practical understanding of effective teaching and evaluation strategies. Understanding of actions to be taken to promote racial harmony and prepare pupils to live in a culturally diverse society. Understanding of Spiritual, Moral, Social and Cultural development.	X	
<b>PROFESSIONAL &amp; PEOPLE MANAGEMENT SKILLS</b>		
Ability to establish, develop and promote a positive school ethos	X	
Ability to inspire and motivate staff and students	X	
Experience of promoting the school and developing relationships within the wider community	X	
Ability to lead effective teams and develop team approaches, successfully organising, managing and motivating staff, providing a clear vision and commanding respect. Incisive and clear thinker.	X	
Ability to deal sensitively with people and resolve conflict	X	
Awareness of strategies to raise pupil achievement, manage behaviour and prevent racism	X	
Commitment to own personal and professional development and that of all staff	X	
Excellent communication skills	X	
Ability to lead and demonstrate resilience and flexibility when working under pressure and in challenging situations, whilst remaining approachable	X	
Ability to delegate responsibility, set high standards and provide focus for improvement	X	
Ability to exercise good judgement and evidence based decision making	X	

## HOW TO APPLY & RECRUITMENT TIMETABLE

Visits to the school are warmly welcomed. Please contact Wendy Austyn [bursar@irchester.northants-ecl.gov.uk](mailto:bursar@irchester.northants-ecl.gov.uk) You may also have an informal conversation with Mr James Birkett, CEO of the Nene Valley Partnership, prior to making an application. Please email on [CEO@nenevalleypartnership.com](mailto:CEO@nenevalleypartnership.com) to arrange.

### Applications

Your application should include a letter of application that covers:

**How your skills, experiences and leadership approach equip you for success in the Head of School role at Irchester Community Primary School.**

The letter should be no longer than three sides of A4. CVs should not be attached.

In order to comply with the safer recruitment requirements candidates must fully complete the Nene Valley Partnership application form including the section on references. It is not acceptable to substitute parts of the form with your own version. All gaps in employment should be accounted for and explained.

### References

Open testimonials are not accepted for this post, and it is intended that references will be taken up from your existing employer and one other professional reference of your choice. If you are not currently working with children, references will be requested from a previous employer where this was the case. You are, therefore, requested to supply contact details for this organisation and also to alert all referees to expect a request, should you be shortlisted. References from relatives or people writing solely in the capacity of friends will not be accepted.

### Security Checks - Safeguarding children is our first priority.

Due to this post having access to children, candidates will be required to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided. Candidates who are foreign nationals, or a UK national who has lived abroad at any point in their adult life, MUST provide a Certificate of Good Conduct prior to taking up an appointment.

### Recruitment Timetable

Closing date for the receipt of applications to Mr Wayne Taylor, [taylorw@nenevalleypartnership.com](mailto:taylorw@nenevalleypartnership.com) is 5pm on Friday 2<sup>nd</sup> December 2022. Shortlisting will take place on Tuesday 6<sup>th</sup> December 2022 and candidates called for interview will be notified by the end of Thursday 8<sup>th</sup> December 2022.

### Interviews

Intended interview dates: Week beginning 12<sup>th</sup> December 2022.

Candidates selected for interview will be notified by telephone in the first instance, followed by an email. If you have not been contacted by the end of Friday 9<sup>th</sup> December 2022 you should assume that you have not been successful.