



With Christ we can
Welcome to



Rushall CE VA Primary School

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**HEAD OF SCHOOL
RECRUITMENT PACK**

OUR VISION AND VALUES

Our motto 'With Christ we can' reminds us that we are never truly alone and supported in all that we do.

We believe in Kindness, Togetherness, Respect and Perseverance



At Rushall, we step forward with courage, to achieve beyond expectations.

OUR AIM

To create a positive, vibrant and safe learning environment, rooted in Courage and our values, which allows us all to step forward with confidence on our Learning Journey. Instilling a life-long love of learning. Building self-esteem and self-worth.

Providing opportunities to explore Spirituality. Supporting and respecting differences through friendship. Inspirational teaching and learning. Celebrating success and achievement. Developing a “Can Do!” approach. Nurturing positive community relationships.

JOIN OUR TEAM

At Rushall CE VA Primary School we believe that even though spirituality cannot be seen, it can be felt. Spirituality allows us understanding of our whole self; all that we are and all we hold dear. Our spirituality empowers us with strength and courage to ask big questions, enabling us to make a positive impact on our community and change the world.

We have time to reflect and develop spiritually throughout our school journey.

We have chosen the Bible story of David and Goliath at the centre of our vision. Just as David discovered there was more in him than he believed, we too are encouraged to step forward with bravery to achieve beyond expectations.

THE ROLE

The children, staff and parents of Rushall C of E VA Primary School, part of the Equa Multi Academy Trust, are looking for an inspirational, motivated and dynamic new Head of School to lead our vibrant village school and to share our Christian ethos. We are looking for a visionary Head to promote an enthusiasm for learning and guide our school through the next phase of its development.

We are seeking an outstanding educational leader who wants to make a difference for our children, an exceptional teacher and leader with a desire to be involved in school improvement.

This is an excellent opportunity to work within a high performing Multi Academy Trust at an exciting stage of it's development.

Contract Type: Permanent

Posted: Friday 21st January 2022

Closing Date: Monday 7th February 2022

Shortlisting Date: Wednesday 9th February 2022

Interview Date: Week commencing Monday 14th February 2022

Start Date: ASAP, preferably after Easter

JOB DESCRIPTION

This is a Senior Leadership post, which carries with it membership of the Senior Leadership Team of the whole school. The post holder is accountable to the Equa Executive Team. The Primary focus of this post is to lead and manage the Primary Phase of Education upholding the School's Christian Distinctiveness.

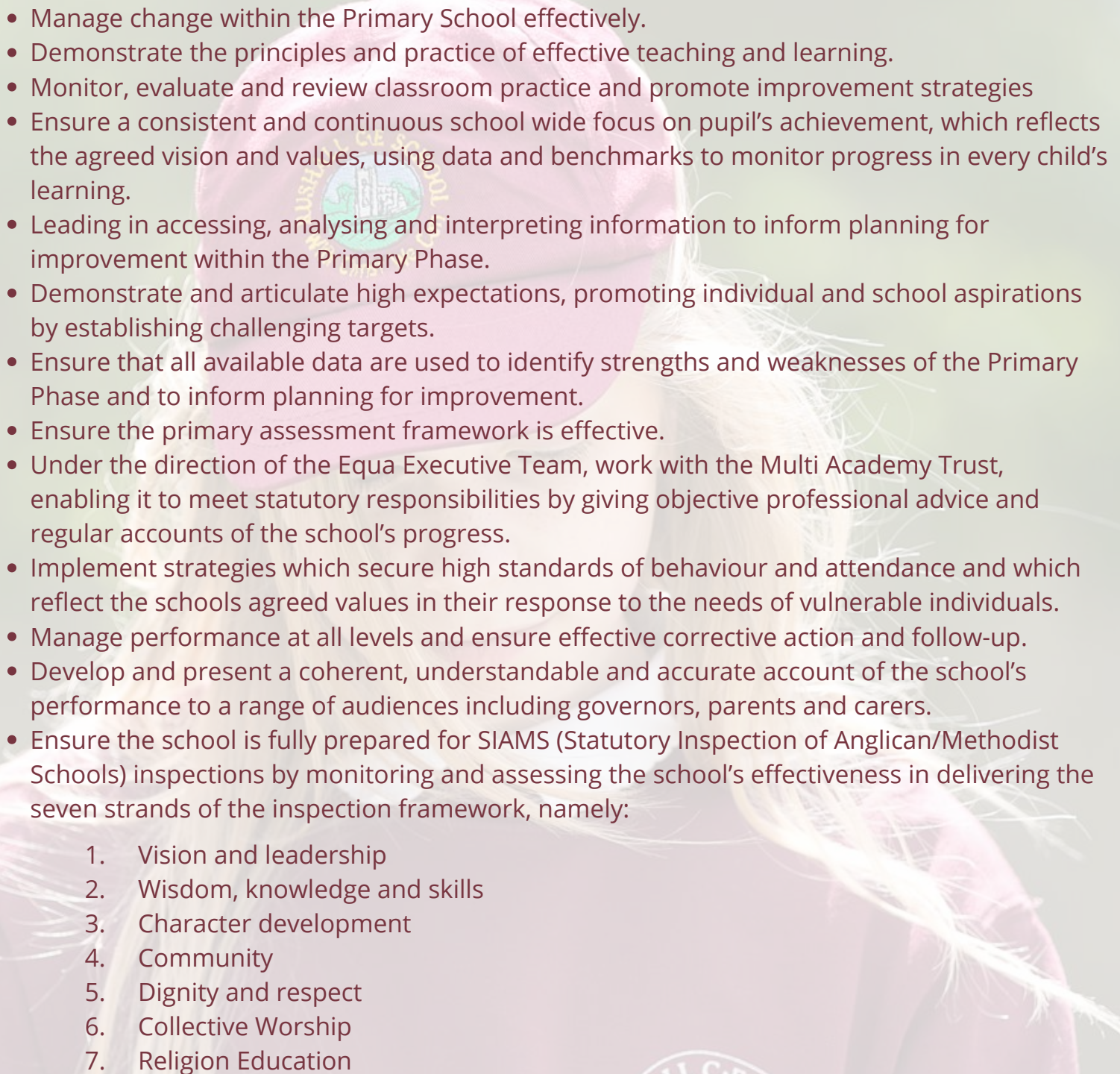
The range of responsibilities listed below is not exhaustive and is subject to change at the direction of the Equa Executive Team.

Main Purpose

- To lead, in consultation with the Equa Executive Team, the strategic direction for the Primary School in line with the whole school Christian vision.
- To ensure that the standards of teaching, learning and attainment in all areas of school life within the Primary School reflect the school's mission of providing the best education.
- Work within the Primary School to articulate and promote an education vision and values for Rushall CE VA Primary School, which ensures the Christian Distinctiveness is upheld.
- Translate the vision and values in to the agreed objectives, ensuring that the school's planning, policies and procedures promote sustained school improvement.
- Ensure creativity, innovation and the use of appropriate new technologies to achieve excellence.
- In partnership with the Equa Executive Team, the Head of School leads a learning community, which recognises pupil's individual worth. The Head of School will lead the Primary Phase in promoting positive attitudes to learning amongst pupils and staff.
- The Head of School's relationship with pupils, parents, carers, governors and staff should demonstrate a belief in their unique contribution as individuals, valued and respected by all. They will recognise and act upon their own potential growth and that of others.
- Promote and safeguard the welfare of pupils and ensure that staff understand their responsibility to protect children, in line with "Keeping Children safe in Education" 2020 and Working together to Safeguard Children" 2018.
- To take on the role of a Lead Designated Safeguarding Leader
- Undertake the role of Data Protection Officer for breaches in area of responsibility.


Responsibilities

- Create, implement and keep under review a Primary School Improvement Plan that contributes to the Whole School Development Plan. Ensure that appropriate priorities and targets for the improvement of pupils learning are identified and the necessary resources are clearly allocated.
- Ensure all Primary teaching staff are committed to the school's aims and are motivated and involved in the achievement of the priorities and targets. Ensure they are provided with the necessary support and guidance in order to implement the relevant action plans successfully.
- Ensure the management and organisation of the Primary School supports the improvement of standards in learning and teaching.
- Monitor, evaluate and review the impact and effectiveness of the School Policies within the Primary School.

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- Manage change within the Primary School effectively.
 - Demonstrate the principles and practice of effective teaching and learning.
 - Monitor, evaluate and review classroom practice and promote improvement strategies
 - Ensure a consistent and continuous school wide focus on pupil's achievement, which reflects the agreed vision and values, using data and benchmarks to monitor progress in every child's learning.
 - Leading in accessing, analysing and interpreting information to inform planning for improvement within the Primary Phase.
 - Demonstrate and articulate high expectations, promoting individual and school aspirations by establishing challenging targets.
 - Ensure that all available data are used to identify strengths and weaknesses of the Primary Phase and to inform planning for improvement.
 - Ensure the primary assessment framework is effective.
 - Under the direction of the Equa Executive Team, work with the Multi Academy Trust, enabling it to meet statutory responsibilities by giving objective professional advice and regular accounts of the school's progress.
 - Implement strategies which secure high standards of behaviour and attendance and which reflect the schools agreed values in their response to the needs of vulnerable individuals.
 - Manage performance at all levels and ensure effective corrective action and follow-up.
 - Develop and present a coherent, understandable and accurate account of the school's performance to a range of audiences including governors, parents and carers.
 - Ensure the school is fully prepared for SIAMS (Statutory Inspection of Anglican/Methodist Schools) inspections by monitoring and assessing the school's effectiveness in delivering the seven strands of the inspection framework, namely:
 1. Vision and leadership
 2. Wisdom, knowledge and skills
 3. Character development
 4. Community
 5. Dignity and respect
 6. Collective Worship
 7. Religion Education

Teaching and Learning

- Promote and maintain an environment within the Primary School that secures high standards of planning, organisation, teaching, learning, behaviour and achievement.
- Implement the Early Years Foundation Stage and National Curriculum in a way that is relevant to the needs of the pupils and enables all pupils to achieve.
- Monitor and evaluate the quality of teaching and standards of learning and achievement for all pupils in the Primary School.
- Maintain and develop the Primary Schools extended curriculum and extra-curriculum programme in collaboration with the Senior Leadership team.
- Maintain and promote an effective partnership with Primary pupil's parents to support and improve pupil's achievement and personal development.
- Treat all people fairly, equitably and with dignity and respect to create and maintain a positive culture in line with the School's Christian Distinctiveness. Manage conflict effectively, seeking positive outcomes.

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- Monitor and review the use of resources in order to ensure the principles of best value are achieved within the Primary School.
 - To support teachers in making accurate summative assessments
 - To lead on the moderation process across the school so data is accurate.
 - To support staff in effective feedback and marking in line with the school policy, which does not have an impact on staff workloads.
 - To coach staff on the most effective methods of AFL so all groups of children make rapid progress.

Leading and managing staff

- Maintain effective strategies and procedures for staff induction, professional development and performance review.
- Acknowledge the responsibilities and celebrate the achievements of individuals and teams.
- Develop and maintain a culture of high expectations and aspirations for self and for others taking appropriate action when performance is unsatisfactory and giving and receiving effective feedback.
- Be responsible for the day-to-day running of the Primary Phase of the School.
- Ensure the professional duties of all teachers and support staff within the Primary School are fulfilled.
- Plan, allocate, support and evaluate work undertaken by groups, teams and individuals within the Primary School ensuring clear delegation of tasks and devolution of responsibilities.
- Ensure systems are in place for the performance management of Primary School staff and that their effectiveness is monitored.
- Develop open and honest relationships with all staff, pupils and parents, providing information, support and objective advice as appropriate.
- Monitor and review the deployment of Primary Staff so that the learning needs of groups and individual pupils are met.
- Work with the Executive Headteacher to manage the recruitment of Primary School staff to the highest calibre.
- Lead, coordinate and monitor the Continuing Professional Development of Primary School staff including support staff.
- Manage the school physical environment efficiently and effectively ensure the school is a safe, healthy and attractive place for learning.
- Prepare budget proposals for expenditure of the Primary Phase.
- In partnership with the Executive Headteacher manage human resources effectively and efficiently to achieve the school's educational goals and priorities.

This job description contains only the principal responsibilities (not in order of priority) relating to this post and does not describe in detail all the tasks required to carry them out. The Head of School is expected to be flexible in order to ensure the most effective organisation and delivery of education, observing the scheme of delegation and to undertake professional duties as designated by the Equa Executive Team.

THE SUCCESSFUL CANDIDATE WILL:

- Have the expertise and capacity to provide the leadership and improvement support required
- Have the scale and organisation to provide any day-to-day support with staffing
- Have the ability to lead and shape the vision of the School and the Trust
- Have the ability to support, challenge and inspire our children, encouraging them to achieve the best they can through the promotion of outstanding teaching and learning
- Have excellent communication skills and the ability to celebrate and promote high quality teaching and learning
- Have a positive and optimistic approach; be proactive and confident
- Be able to build relationships quickly
- Have a real interest in educational issues, approaches and alternatives from around the world
- Use resources, intellect, creativity and innovation to be successful
- Have the ability to be a team player and leader who will go the extra mile to support children and families
- Be committed to partnership, collaboration and sharing



- Have you got what it takes to be a significant part of the future for primary school leadership?
- Are you passionate about learning and teaching and want every child to be taught in an excellent school?
- Are you a person who enjoys taking risks, embraces change, challenges the status quo, thinks creatively and believes in teamwork and collaboration?

The Trust has an absolute commitment to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake an enhanced criminal record check via the DBS. The Trust values the diversity of our workforce and welcomes applications from all sectors of the community

HOW TO APPLY

Please send your completed application form along with a covering letter of no more than two sides of A4, outlining your suitability for the post to Anna Matthews at a.matthews@lavington.wilts.sch.uk

Visits to the school are warmly welcomed and can be arranged by emailing Anna Matthews at a.matthews@lavington.wilts.sch.uk



EQUA

Multi Academy Trust

Every Child, Every Chance