



Information Booklet

Oxford Diocesan Schools Trust

Head of School Vacancy

The Batt C of E Primary School, Witney



Dear Applicant,

Thank you very much for your interest in the role of Head of School at The Batt C of E Primary School. We are part of the family of schools in the Oxford Diocesan Schools Trust.

In this exciting new role, you will be responsible for implementing the school strategy; the daily operational management of the school and ensuring the quality of teaching and learning.

You will have experience of leadership, fantastic interpersonal skills and a desire to embrace the opportunities this role will bring.



The Batt School children

The Batt School is a large primary school and prides itself on its close-knit, family-feel ethos through which the school provides a caring, inclusive education that respects and nurtures all pupils. Our curriculum promotes a love of learning where every child can succeed, grow and be confident moving onto their next phase of education. Music, Physical Education and Art in the school are particularly successful and we are extremely proud of our many awards and achievements. We offer a wide variety of after school clubs including our highly successful choir and other activities, which involve volunteers from within our community who enrich the curriculum. Our active PTA supports the school and adds to our community ethos.

The Batt C of E Primary School
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Oxfordshire, OX28 6DY
01993 702392
office.3605@batt.oxon.sch.uk
www.thebattschool.org.uk

ODST
St Mary's Convent
Denchworth Road
Wantage, OX12 9AU
01865 208286
odst.admin@oxford.anglican.org
www.odst.org.uk

Since 2015, the Batt school has been part of the Oxford Diocesan Schools Trust (ODST), a large family of mainly primary schools operating within Oxfordshire and Berkshire.

Over the last five years the school and the Trust have worked together to preserve the uniqueness of the school and our place in the local community, to maintain a family feel. As Head of School, you will be working with the Executive Head and the Local Governing Body to make the decisions you believe to be right for our pupils and community and will be supported by the wider ODST team to ensure you have the resources, skills and team to be able to do the job brilliantly.

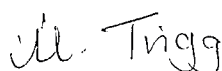
We are looking for an experienced, passionate, effective and approachable leader, who is keen to embrace this new role. We also require someone who values and respects the children and the staff; and believes in the transformative power of education delivered through quality teaching of a broad and meaningful curriculum. In return, we offer:



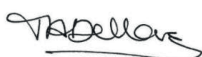
- A wonderful, supportive community with dedicated, skilled and caring staff
- Partnership schools that work together in a positive and forward-thinking environment ensuring every single child can thrive within a Christian ethos
- A committed, hard-working Local Governing Body that believes in continued professional development and well-being

This role will give you a real opportunity to develop your own leadership and you will certainly experience opportunities and challenges you may not have previously encountered. All the while contributing to the development of others and so making a difference to our children and young people.

We look forward to receiving your application.



Marilyn Trigg
Chair of Governors
The Batt C of E School



Anne Dellar
Chief Executive Officer
ODST



Charlie Barwell
Executive Headteacher
The Batt C of E School

OUR SCHOOL

WITHIN THE COMMUNITY

Our school is situated in the heart of Witney town centre and is highly valued within the community. Witney is a delightful market town historically connected with the wool trade and blanket making, with a wide range of shops and leisure facilities. The good road links to Oxford and Cheltenham, via the A40, and the main line station at Long Hanborough, five miles away, make Witney a sought after place to live.

Batt school is very popular, and often oversubscribed. St. Mary's is the local Infant school and is a feeder school into Year 3 at The Batt. There are currently 323 pupils at The Batt. The last Ofsted inspection at The Batt was in October 2011, where the school was graded 'outstanding' The Batt was judged 'outstanding' in a November 2016 SIAMS Inspection.





The schools' vision is that pupils become confident, ambitious, independent, and happy lifelong learners who take responsibility for their choices. We encourage our children to engage with the wider world as we teach them about their place in a global community. It is heartening to hear quotes from secondary school teachers claiming that they can always recognise one of our children. There are several factors which truly characterise our schools.

Firstly, we are actively committed to a Christian ethos, with close links to the Parish of Witney; many of their Ministry Team often lead collective worship and are well known to pupils and colleagues alike.

Our Christian ethos is reflected in our values, which are very much lived and seen in the behaviours of our schools' community. Our values and ethos provide the basis of a happy, structured, stimulating, and engaging environment for everyone in school.

Secondly, we are very proud of the breadth and depth of extracurricular activities; many and varied sporting achievements at local and national level. This drives our philosophy of encouraging lifelong learning and the development of the whole person.

Thirdly, we are known for a high level of pastoral care, not just for our children, but also for all who are part of the schools' community. Again, this is a good example of our values being lived out in practice.

The Batt School

Job Description: Head of School

Grade: L10-14

Term: Permanent - Full time

Reporting to: Executive Headteacher

Job Purpose summary: The Head of School will take overall day to day operational responsibility for the management of the school. They will establish a culture of outstanding teaching and learning, an ethos of high expectations and a nurturing yet rigorous approach to behaviour management. The over-arching purpose of the role is to ensure an outstanding quality of education for all children.

Key Responsibilities and Accountabilities:

Under the overall leadership of the Executive Headteacher to be specifically accountable for the management of:

- Teaching and learning
- Curriculum and assessment
- Behaviour and attitudes
- Personal development and the safeguarding of pupils

The post holder will be expected to promote the vision and values of the Trust and build relationships with all stakeholders including pupils, parents, staff, governors, parishioners and the wider community.

Leadership and Management

- Instil an ethos of high expectations for all children;
- Coach, motivate and mentor staff to build a school culture of commitment, high standards and drive for success;
- Lead and manage staff professional development and training;
- Maintain strong working relationships with the parents, governors, Parish, agencies and other stakeholders;
- Ensure all safeguarding policies and procedures fully meet the latest national guidelines and are published as required; ensure staff are all fully trained and aware of their responsibilities.

Teaching, Learning and Assessment

- Ensure lessons are engaging and effective and motivate, inspire and improve pupil attainment and progress;
- Use monitoring and assessment to review progress and set targets and support the Executive Headteacher in ensuring standards are met;

- Maintain regular and productive communication with parents;
- Support the wider ODSST team at school, hub and Trust level;
- Provide information and analysis of data for Executive Headteacher, SLT and governors.

Culture and Ethos

- Maintain a strong school community, characterised by consistent, orderly behaviour and caring, respectful relationships;
- Maintain a school culture and ethos that is committed to achievement and to developing high aspirations;
- Maintain strong partnerships and ensure regular and productive communication with parents.

Other Duties and Responsibilities

- Promote high standards of personal professional conduct and integrity;
- Work effectively as part of a team;
- Attend and participate in relevant meetings as required.

AIMS OF OUR SCHOOL

We are aspirational for all our children. We understand the importance of results and are delighted by the achievements of our children. We seek to develop within our children a love of learning that goes beyond exam results; and strive to do so in the context of a rich, broad and balanced curriculum that enables all children to flourish and become lifelong learners.

Our pupils receive a broad and balanced curriculum in which the talents and skills of each individual is nurtured and developed. Every child, including those who experience Special Educational Needs, receives the encouragement and support they require to fulfil their learning potential and enjoy their schooling as a stimulating and rewarding experience.



- All members of staff are reflective practitioners considering themselves to be fulfilled and highly valued members of a team, which is working towards shared aims and common goals.
- The financial and administrative management supports our vision and aims, and is well organised.
- The roles and delegated responsibilities of staff are clearly delineated and clarified to enable them to carry out their duties with accuracy and efficiency
- The pupils, staff, governors, and parents will be provided with a safe, secure, well-maintained and pleasant environment in which to continue the everyday life of school.

The Batt Primary School

Head of School (Leadership 10–14)

Love the adventure of learning

The School

The Batt School is a large primary school in the centre of Witney and prides itself on its close-knit, family-feel ethos through which the school provides a caring, inclusive education that respects and nurtures all pupils. Our curriculum promotes a love of learning where every child can succeed, grow and be confident moving onto their next phase of education. Music, Physical Education and Art in the school are particularly successful and we are extremely proud of our many awards and achievements. We offer a wide variety of after school clubs including our highly successful choir and other activities, which involve volunteers from within our community who enrich the curriculum. Our active PTA supports the school and adds to our community ethos.

Our mission is to be a centre of excellence in which all are treated with mutual respect and enjoy a sense of personal fulfilment. We have high expectations of our children. We strive for children and adults to work in a happy, caring environment with everyone achieving their full potential and working as valued team member.

Our Christian ethos is reflected in our values, which are very much lived and seen in the behaviours of our school's community. Our values and ethos provide the basis of a happy, structured, stimulating, and engaging environment for everyone in school. We are very proud of the breadth and depth of extracurricular activities; many and varied sporting achievements at local and national level; excellent music and drama teaching and performance; cultural and historical trips; and local community engagement. This drives our philosophy of encouraging lifelong learning and development of the whole person.

The Post

We wish to appoint an inspirational Head of School, to work alongside the newly appointed Executive Headteacher in a new leadership structure. This is an exciting time to join the Governors and the ODST family of schools as we continue to provide new and innovative ways of working to ensure the very best outcomes for all our children.

From September '21, we will begin our partnership with St Mary's Infants School, with whom we have benefitted from a close informal relationship for many years. The leadership team, governors and ODST recognise that sustained success comes from being outward looking and building highly effective partnerships to promote school to school support.

The Person

As Head of School you will demonstrate outstanding leadership and strong interpersonal skills to inspire, motivate and empower colleagues to continuously improve our inclusive school. You will have responsibility for the daily leadership and management, working closely with the Executive Headteacher in shaping our strategic vision. You will understand fully how to build positive and effective relationships with all stakeholders; continuing to build a culture of trust and confidence in your ability to lead and manage with integrity and common sense. You will be expected to teach for 0.2 of the school week in a year 6 class.

Applications

This is a key appointment for the Governors and we are fully committed to finding the right person. Whether you are an experienced Head of School looking for a new challenge or a Senior Leader wishing to make the next step towards Headship, we encourage you to visit the school. This can be arranged through contacting the Interim Head of School, Paul Atkins on 01993 702392. If you wish to have an informal conversation about this post please do contact our Executive Headteacher Charlie Barwell. cbarwell.3605@batt.oxon.sch.uk



The Oxford Diocesan Schools Trust (ODST) is the largest Multi-Academy Trust (MAT) in Oxfordshire and is in the top 1% for size, based on number of schools, of MATs in England. It was founded in 2012, originally with 3 sponsored and 2 convertor schools.

ODST currently consists of 38 schools across Oxfordshire and the Royal Borough of Windsor and Maidenhead and has significant primary expertise and capability, with all our schools covering at least some part of the Primary phase.

Our Vision

ODST is committed to delivering an excellent education, which meets the needs of all learners. We are proud of our track record of delivering improvements in schools experiencing challenge, and in supporting our strong schools to continue to develop and be able to share their expertise with others. ODST's vision for education centres on our sense of a community, which works for the common good. The Trust's key values are identified as:

Inclusivity: Our schools embrace equality of opportunity and a wholly inclusive approach to education. We believe every person matters.

Empowerment: A fully functioning community is one where each person knows their own value and potential. Our job as educators is to enable that potential to flourish; to create a culture where children can be nurtured to be the best they can be. We believe this is best done by empowering each other to contribute the best we have to give.

Community: Communities are important and flourish best when relationships are strong. We believe our schools and the people in them are a vital part of many different communities, all of which can be enriched as we work together.

Abundant Living: We want our schools to be places where children are loved, nurtured, and learn to live well. We believe all people should be enabled to fulfil their whole potential, not just professionally and academically, but also creatively, morally and spiritually.

Service: Our schools are outward-facing communities where we all learn to serve others and contribute to the common good.

Each ODST school maintains delegated authority to make local decisions as we recognise that each is unique and can only meet the needs of its local community if that remains the case.

School Improvement Support

ODST has an extraordinarily strong package of support, development and challenge for its school leaders and governors.

As part of our planned school improvement support across the Trust, our SI team and school leaders engage in discussions regarding where the school's performance is currently in terms of pupil outcomes, quality of teaching and learning, and leadership. Our Local Governing Bodies (LGBs) are also part of this process and the subsequent monitoring.

The agreed work pattern for schools in the Trust consists of not fewer than six regular visits to each of our schools.

Continuing professional development (CPD)

ODST is very proud of the level of professional development offered to our staff, and believe we offer an excellent support package for staff at all levels in our organisation, to enable them to fulfil their potential, and thereby support children's learning in the best way. This includes:

Headteacher & Senior Leaders:

Access to termly Headteacher conferences; termly leadership briefings that include school improvement; the opportunity to work and share with a local hub of ODST schools that contains a significant number of existing partnership schools;

Governors:

Termly leadership briefings and specific governor training arranged through either ODST or a sister organisation;

Teachers:

We have a well-developed series of network meetings held regularly in the Trust (e.g. for early years leads, for maths leads, for RE leads etc.) led by a range of subject experts. This is provided as part of our SLA with the schools and includes a cycle of moderation for mathematics and English;

Administrative staff:

Termly business manager meetings provide the opportunity for training and development and the sharing of knowledge and new procedures across the Trust.

Central team support

The central ODST staff team is based across two offices in Kidlington and in Wantage comprising a finance team, an HR team, school improvement team and operational management team, as well as administrators and the CEO. We work closely together and with ODBE staff who provides all our capital bid and project management services on a contractual basis and additional pastoral support. School support, for each professional area, is not limited in any way so that we can ensure each school can access the support it needs when it needs it.