



Gilthill Primary School



Head Teacher Candidate Brochure

Key Facts and Statistics

Type of Academy

Primary School

Age Range

4 - 11 years

Location

Kimberley, Nottinghamshire

Co-educational / Single Sex

Co-educational

Number of Pupils

211

Pupil / Teacher Ratio

21

OfSTED Rating

Good



Letter from the Chair of Governors



Dear Candidate,

Thank you for your interest in the post of Headteacher at Gilthill Primary School. We have an amazing school with a dedicated and supportive staff and are pleased to be part of the East Midlands Education Trust (EMET). Gilthill Primary School has been part of the Trust since April 2018.

The vacancy arises as our current Headteacher, who has been with the school for the past twenty-eight years, eight years as a class teacher, ten years as Deputy Head and the last ten years as Headteacher, has made the decision to retire. During the last few years Gilthill has experienced many changes, including moving to a new building and joining an Academy Trust. We are a “Good” school that strives to continually improve. We are looking for a leader, with innovative ideas and a passion for making learning fun and meaningful. The successful person will need to be an outstanding practitioner and expert in education, an empowering leader for both staff and pupils and dedicated to our vision of aiming “to inspire today’s children to embrace tomorrow’s challenges” and this has never been truer than in our current education climate.

As a governing body, we strive to support the Headteacher and staff to provide our children with a rich education underpinned by excellent relationships and care – we see this as the key to effective teaching and learning. Children need to feel safe and happy at school so that they can enjoy all the challenges that school life brings. We all want our children to achieve their potential and we believe that working in partnership with parents, carers and the wider community will make this possible. As our new Headteacher, you would retain much of the independence expected at a stand-alone academy and be held to account by the local governing body; yet be supported by the team of staff at the Trust and an experienced Primary CEO.

Further details about our school can be found on our website and to give you a chance to see our school for yourself, we would warmly welcome you to visit us and meet some of the children, staff and governors. Please contact the school office on 0115 919 0611 or office@gilthillprimary.org if you would like to arrange this.

Yours Sincerely

Cath Barker

Chair of Governors



Our Vision and Ethos

Our Vision for Gilthill children is, “We aim to inspire today’s children to embrace tomorrow’s challenges.”

We aim to do this by;

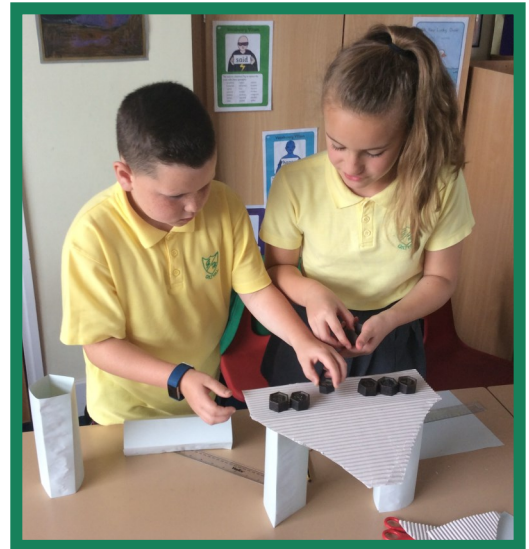
- ♦ building on what children have to offer, providing a broad and balanced curriculum in a stimulating, enjoyable and caring environment so they can develop their resilience and independence to be well prepared for the changing society in which we live.
- ♦ teaching children in an atmosphere of warmth and support, celebrating their achievements so they can grow in confidence, feel valued, develop high self-esteem, have positive attitudes to learn and achieve high standards. We believe that learning should be a rewarding and enjoyable experience for everyone.
- ♦ giving children equal access to the opportunities the school offers, regardless of their gender, race, religion, background or abilities.
- ♦ having high expectations that children will develop respect for each other and all members of the school community, where standards of behaviour are high and where children learn to behave appropriately in a variety of situations.
- ♦ aiming to build good relationships between home, school and the wider community by being open and approachable, communicating and collaborating with governors, parents and others for the benefit of the children’s learning.
- ♦ READY, RESPECTFUL, SAFE are our three key drivers that are embedded throughout the school.



Inspire today's children to embrace tomorrow's challenges



French Day



Design & Technology



Telling Stories



Music Group



Choir in the Community



Year 2 Camp

Our School

At Gilthill, we believe that children are at the heart of our school. Although we are extremely fortunate to have a modern building and varied, spacious outdoor area, we are even luckier to have a great team of staff who are committed to providing the best possible experience for every child in our care.

We are a one-form entry school ranging from Year R to Year 6 and have 9 Class Teachers (2 of whom share the Deputy Head role and 2 who work part-time). We also have a School Business Manager, 6 Teaching Assistants, 8 Midday Supervisors, 2 Administrators and a Site Manager. In addition, we have a French Teacher, 2 Music Teachers and a Sports Coach to enhance our curriculum. We also have 2 cleaners and 3 kitchen staff, who are employed by the Local Authority but work exclusively within our school. We are a dedicated team who are able to work effectively as individuals but also collaboratively, sharing our ideas and enthusiasm for the benefit of the school and the wider community. Supporting the school, is a Governing Body, an active PTA and willing parents who are happy to volunteer when needed.

In brief, we have a supportive and happy family ethos at Gilthill where we believe everyone should be able to achieve their full potential.



Our New Head Teacher

In addition to the Person Specification that follows this section, the Governing Body would like to highlight the personal and professional attributes we are looking for in a successful candidate.

We are looking for a person who has a strong ethos which aligns with our values, will build on our solid foundations and continue to develop the school with innovative and inclusive ideas. We want a compassionate and considerate person who understands how the school is integral to the children, their families and the community.

- ◆ Empowering colleagues to utilise their strengths, encouraging everyone to have a voice and identifying opportunities for professional development.
- ◆ Continuing our School's journey as we develop the curriculum for our children.
- ◆ A passion to educate children and always remembering that life is a journey to be enjoyed.
- ◆ The ability to laugh, work hard and make memorable opportunities for yourself, the staff and families at Gilthill.

We have an excellent Senior Leadership Team at Gilthill who are committed and dedicated to the school and are looking for a Headteacher to join us on that journey.





Job Description

Primary Head Teacher



Accountable and	The Governing Body
Responsible to:	Trustees of the East Midlands Education Trust
Grade:	Leadership Group 2 7-point pay range within L13 to L24

Job Purpose

1. Provide strong and purposeful strategic leadership, empowering all pupils and staff to excel
2. Provide a safe environment where students can be happy and receive the care, guidance and support that they need to succeed
3. Uphold and develop the Academy's ethos

Key Responsibilities

1. Directly lead and manage the Academy's Senior Leadership Team
2. Agree strategic targets with the governing body and deliver on the strategic priorities
3. Produce and implement the Academy's Improvement Plan; leading a robust approach to self- evaluation
4. Ensure that the Academy complies with all Health and Safety requirements
5. Implement strong data analysis to ensure that tracking and intervention is rigorous and having an impact
6. Sustain a wide, current knowledge and understanding of education systems to secure excellent teaching

Working with Pupils

1. Provide a safe, calm and well-ordered environment, focused on safeguarding pupils and developing their exemplary behaviour in the Academy and in wider society
2. Demand ambitious standards for all pupils, overcoming disadvantage and advancing equality
3. Lead the raising of student achievement and attainment in all aspects of Academy life, but especially in outcomes at KS2
4. Ensure the well-being of all pupils in school
5. Depending on the context and the pupil numbers within the academy, the Headteacher may be required to undertake some teaching as needed

Working with Staff

1. Establish, develop and motivate effective teams across the Academy
2. Hold all staff to account for the impact of their work on pupils' outcomes, their professional conduct and practice
3. Maintain rigorous, fair and transparent systems and measures for managing the performance of all staff, addressing any under-performance, supporting staff to improve through CPD and valuing excellent practice
4. Create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other

Working with Resources

1. Ensure that the Academy's systems, organisation and processes are efficient and fit for purpose
2. Work with political and financial astuteness to ensure the equitable deployment of budgets and resources, in the best interests of pupils' achievements and the Academy's sustainability
3. Ensure that all necessary policies are in place and kept up-to-date

Working with Others

1. Be accountable to the governing body and Trust Directors and actively support the governing body to understand its role and deliver its functions effectively
2. Work with the CEO and other Academies within the East Midlands Education Trust to champion best practice and secure excellent achievements for all pupils
3. Participate in Academy-to-Academy support as required
4. Create an outward-facing school which works with other schools and organisations to secure excellent outcomes for all pupils
5. Raise the profile of the Academy in the local community to maximise pupil numbers and further develop positive relationships

To undertake any other duties, which may reasonably be regarded as within the confines of the duties and responsibilities/grade of the post as defined.

This School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment





Person Specification

Primary Head Teacher



Education and Training

1. Professional qualifications (for example PGCE)
2. Qualified teacher status
3. Evidence of continuous professional development across career to date
4. A nationally recognised Leadership qualification (NPQH, NPQSL, MBA, NLE, etc)

Experience

1. Demonstrable success in a leadership role at whole school level, in a Primary age educational establishment
2. Evidence of having planned and led a significant area of whole school improvement, resulting in successful outcomes
3. A proven track record of using target setting and data analysis to improve and monitor pupils' performance
4. Evidence of the ability to develop excellent relationships with young people and adults
5. Experience in leading, motivating and developing colleagues and effective teams
6. Experience of successful financial management

Knowledge and Skills

1. Ability to meet the National Standards of Excellence for Headteachers
2. A proven track record of meeting the Teachers' Standards
3. A confident knowledge of what constitutes outstanding teaching and the ability to model this for others and support others to improve
4. A clear understanding of the latest progress and attainment measures
5. An in-depth understanding of school leadership and school improvement needed to achieve outstanding pupil progress and personal development
6. Data analysis skills, and the ability to use data to set targets and identify weaknesses

Personal Qualities

1. An adaptable leadership style which encourages leadership from others and celebrates success
2. The ability to lead by example, with integrity, creativity, resilience, and clarity
3. High level interpersonal and communication skills with the capacity to influence at all levels, both written and oral
4. An ability to compellingly communicate the Academy's vision to a variety of audiences
5. The ability to create and implement effective management systems in which roles, responsibilities and accountabilities are clearly articulated
6. Sensitivity in managing relationships with pupils, parents and staff
7. High expectations of pupil achievement, conduct and behaviour
8. A commitment to collaborative working, both within the Academy and across the Trust
9. The ability to work under pressure and prioritise effectively to meet deadlines
10. Commitment to maintaining confidentiality at all times
11. Commitment to safeguarding and equality



The Application Process

To apply, please download a teaching application form from the East Midlands Education Trust's website at www.emet.uk.com/vacancies

A full application must include:

1. A Trust application form
2. A career profile (maximum 1 side of A4)
3. A letter of application (maximum 2 sides of A4, minimum font size point 10) which explains your motivation for applying and how our pupils will benefit from your leadership

Please note that CV applications will not be accepted.

Your full application should be submitted to the EMET HR Team by email to:

recruitment@emet.uk.com

The deadline for receipt of applications is midday on Wednesday 12th May 2021

The East Midlands Education Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be required to undergo a full enhanced DBS check and must be eligible to work in the UK.

