

# Head Teacher Application Pack



Glade Hill Primary and Nursery School  
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# Contents

- ▶ Letter from Chair of Governors
- ▶ Letter from Current Head Teacher
- ▶ Parent Views
- ▶ Staff Views
- ▶ Information About our School
- ▶ Making an Application



# Letter from Chair of Governors



Dear Applicant

On behalf of everyone connected with Glade Hill Primary and Nursery School I would like to thank you for expressing an interest in the post of Head Teacher.

This pack has been designed to give you an idea of the type of Head Teacher we are looking to appoint, while also giving candidates a feel for the school and some of the many things we think are good about it.

The vacancy has arisen due to the retirement of our current Head Teacher, Ms Sheppard, after 10 years in post. Ms Sheppard will leave a school with a welcoming and friendly atmosphere where our core values are at the heart of everything we do. She has embedded these throughout the school using our ethos of Golden and SPARKLE.

There is a highly motivated and dedicated team at Glade Hill, with a teaching and management structure that supports a school which is proud of what it has achieved so far, and retains a strong ambition to improve further.

Glade Hill is looking for someone to take the school on the next step of its journey whilst recognising the core strengths and values that are embedded within the school. What we are looking for is a proven and strong track record of success and someone who has the confidence, enthusiasm and ability to lead a locally maintained primary school.

In return we can offer a truly remarkable school, which has a strong community feeling and a history of success and collaboration. All the details you need to apply for this post are contained within the pack. Please do not hesitate to contact me through the School Business Manager, Pam Coward, should you have any further questions or require any additional information.

Finally, this application pack can only really give you a flavour for our wonderful school. To fully appreciate it, I warmly invite you to visit the school and see the children and staff at work. Ms Sheppard, members of the Teaching staff and Governing Body will also be on hand for a cup of tea and to answer any questions you may have.

We are looking to arrange visits in the first two weeks of November but let us know if these dates aren't convenient and we will endeavour to arrange an alternative time. I look forward to receiving your application.

Rupert Boddington

Chair of Governors

# Letter from Current Head Teacher



Dear Applicant

Thank you for your interest in the post of Head Teacher of Glade Hill Primary & Nursery School. There is so much that I could say about our wonderful school and if you visit us, I will enjoy showing you why it is such a privilege to be the Head Teacher here. Throughout my 10 years as Head, I have watched with enormous pride the school develop and improve to provide the best for our children. Now that my part in this journey is coming to a close, I am confident that the next Head Teacher will recognise and value the school's many strengths and achievements, and relish the opportunity to lead the school onwards. As in every school, no two days are the same and the challenges are constant, but outcomes are rewarding. The children are amazing, and it really is like a large family.

Our vision has always been to put the children at the heart of everything we do, and this has steered our improvement journey. Over the last 10 years, we have worked hard to help the children SPARKLE – develop into self-motivated, polite, ambitious, resilient, kind and caring learners who are enthusiastic. As a result, they work hard and value their time in school because they understand how this will help them be the best they can be. We all love our Golden and SPARKLE motto as we know that it helps us learn – staff as well. Our children are kind to each other and well behaved. They follow our 'Golden Rules'; care for everyone and everything, follow instructions straight away and show good manners at all times. Our community is supportive and has shown remarkable resilience throughout the past 18 months of Covid disruption, showing patience and understanding with some difficult decisions. The many kind words of appreciation and support have helped us all through some challenging times.

Next September, we will complete our expansion to two-form entry. However, when you visit us you will see a calm, busy school with a strong set of values and sense of community. As Head, I am well supported by having good capacity in all areas from our highly skilled teams. The Leadership Team is well-established. Our two non-class based Assistant Heads do an excellent job of supporting teaching and learning ensuring consistency and high-quality practice in the classroom as well as leading on important strategic areas including assessment and inclusion.

Our inclusive caring school is one of the areas of work I am most proud and is considered outstanding practice recognised by the Local Authority. In addition, all Glade Hill staff and governors are part of the Mental Health and Resilience Partnership Charter and we are all proud that this important piece of work has been published as a case study.

Teamwork is very important at Glade Hill. We would not be the successful school we are without our hardworking and dedicated staff, who go over and above, day after day, to provide the best they can for our children. At Glade Hill, everyone puts the children first: the Teachers and Teaching Assistants, the Administration and Site Teams, the Lunchtime Supervisors and our highly supportive governors.

I do hope you will visit us and see for yourself what an amazing opportunity this is for someone to continue the vision and lead the school to even greater success.

Loretta Sheppard

Head Teacher



# Parent Views



- ▶ 98% of parents say their child is happy and safe at our school and 93% would recommend the school to another parent.
- ▶ **What parents most like about our school:**
  - ▶ How well everyone treats the children and their individual needs
  - ▶ Welcoming and friendly staff
  - ▶ Great learning environment and diversity
  - ▶ The positivity of the teachers which comes across in all communications
- ▶ **What parents would like to see more of in the future:**
  - ▶ Communication about children's work
  - ▶ Creative learning

This information was gathered from a Parent Survey in June 2021



# Staff Views



I am very proud to work at Glade Hill and see my colleagues and all the pupils sparkle every day



All staff are supportive and friendly and I enjoy coming to work

At Glade Hill, I have been given endless opportunities for professional development and have always felt encouraged and supported along my career path.

This is a positive, open and welcoming environment with an amazing staff who are always there for you

**Glade Hill is a wonderful school to be a part of! We are one big family with the children at the heart of everything we do!**

I couldn't imagine working anywhere else. Our incredible children bring so much energy, joy and laughter to the classroom!

# Information About our School



Glade Hill School is a thriving Primary & Nursery School on the outskirts of the City. Our Ofsted report in February 2017 stated that:

“leaders have a clear vision that is understood and shared by all staff and governors. They have high aspirations for pupils’ success, which all pupils and staff strive to meet. They are uncompromising in their drive for school improvement, a view that is appreciated by all. They have created a culture where all pupils and staff feel valued and there is a collaborative sense of ‘team spirit’”.

Our strong partnership with parents is also a key ingredient to ensuring our success.

In January 2018, as part of our Challenge Partners work, we received a monitoring visit where our quality of teaching, learning and assessment, leadership and management and personal development, behaviour and welfare were all judged to be outstanding.

## School Buildings

As an expanding school, we have benefitted from a £1.8m investment from Nottingham City Council and our brand new KS2 four classroom expansion is now being used by our Upper KS2 classes

Over the past few years the school, through its own budget, has also made extensive investment in buildings and playground equipment to enhance the learning environment and experience for all of our children. We have a dedicated IT Suite and a class set of iPads that are used in all classrooms. We have a dedicated library space and an outstanding free-flow Foundation Unit.

We intend to maintain this investment to ensure our children enjoy a vast range of interests and experiences that also equip them for life and learning in the 21<sup>st</sup> century.



Our two school buildings are situated on a large plot which benefits from a good-sized hardstanding playground and an extensive field area. We also have a separate EYFS playground which has been recently upgraded with new rubber mulch and artificial grass coverings. We have a wooded area which is used by all classes for outdoor learning.





## Contextual Data

We are in the process of moving to two-form entry throughout the school and currently we have two forms in all year groups except Year 6. This means currently we are a 390 place school (moving to 420 maximum capacity in Sept 2022) with a 60 part-time place Nursery. Our families are predominantly white British and approximately 40% of our children attract Pupil Premium funding.

Located slightly to the north of the city on the border with Nottinghamshire County Council, we are a City Council school which serves a deprived area of the city but also attracts pupils from across the County border. We have become increasingly diverse over the past few years and we now have approximately 13% of children with EAL.

We are well known within the City as a highly inclusive school, with 26% of our pupils receiving support with SEND. 20 pupils receive additional top-up funding, 10 of these have a current EHCP. We currently have two dedicated Nurture support rooms where most of these pupils spend their school day receiving dedicated support for their individual needs.

We have a high proportion of children eligible for Free School Meals, currently 35.8%, which is well above the national average. Most of these pupils also attract Pupil Premium Funding and we are currently in the process of identifying those pupils that require further catch-up support to utilise the new School-Led Tutoring fund allocation.

We offer a Breakfast Club each morning for working parents but also provide free places for identified vulnerable children where applicable. Breakfast Bagels are served every morning in classes to ensure that all children start the day well. We are looking to re-introduce some after school activities from the Spring Term 2022.

Behaviour across school is good with our Golden and SPARKLE values embedded from Nursery right through to Year 6.



**'Pupils are confident and articulate. They are very positive about all aspects of school life, are happy and enjoy coming to school. They feel that their teachers care about them and that they want them to do well.'**  
OfSTED, Feb 17

# Curriculum

Our ambitious and engaging curriculum is designed to ensure that pupils acquire the knowledge, skills and understanding needed to further their education and achieve their full potential in life.

The curriculum is sequentially planned, so that pupils can achieve the goals of the National Curriculum alongside developing core skills, knowledge and experiences identified as important to our children, families and community – we call this the Glade Hill Curriculum.

Both the National curriculum and the Glade Hill curriculum are underpinned by our SPARKLE ethos and curriculum drivers, which personalise the curriculum to meet the needs of pupils in the Bestwood community. The curriculum is taught with the consideration of the needs of all learners and will be regularly updated to reflect the changing requirements and interests of individual cohorts and groups of children.

At Glade Hill we are **GOLDEN** and we **SPARKLE**

Golden refers to the high expectations we have for behaviour and attitudes to learning. We want all our children to become Golden Citizens.

We have identified a set of skills and attributes at the heart of our curriculum.

These make up the acronym SPARKLE.

We are:

**Self-motivated**

**Polite**

**Ambitious**

**Resilient**

**Kind and Caring**

**Learners**

**Enthusiastic**



*"You have introduced the 'sparkle' motto which permeates all aspects of school life. Pupils regularly refer to these characteristics in their learning and understand how they help them to develop as successful, happy learners."*  
OfSTED February 2017



There are six whole-school focus units which are designed to implement aspects of the Glade Hill curriculum.

The purpose of our focus half terms are to work on part of the Glade Hill curriculum collectively as a school. This work is an important aspect of working with our families to improve outcomes for all. The themes directly relate to our curriculum drivers.			
Half Termly Themes – Cycle A		Half Termly Themes – Cycle B	
Autumn 1	Ambition	Autumn 1	Self-Motivation and Resilience
Autumn 2	Diversity	Autumn 2	Community / Charity
Spring 1	Healthy Living and keeping safe	Spring 1	Healthy Living and keeping safe
Spring 2	Love of Books	Spring 2	Love of Books
Summer 1	Outdoor learning	Summer 1	Nottingham
Summer 2	The World	Summer 2	Financial Education

The school is part of the Nottingham City Music Hub and all Year 4 children learn trumpet.



The Modern Foreign Language for KS2 is French, which is taught weekly. We utilise the Nottingham City Council Swimming Service to provide swimming lessons for a number of our classes across school each year.

## Financial Information

Total funding at the start of the 21/22 financial year was just over £2 million. The submitted budget for this financial year showed a small in-year deficit but over the last few years the actual year end position has shown a small surplus. A healthy carry forward has built up over a number of years and as a result we have been able to continue to invest in staffing, curriculum and facilities.

## Staffing

Over the past 10 years we have invested in what we believe is a unique staffing model that provides capacity within school to cover PPA and Leadership and Management time for all of our teachers, whilst also not relying on supply for short-term absence. We have 2 non-class based Assistant Head Teachers, a part-time non-class based KS2 and Literacy Lead and 1.6 FTE PPA cover teachers. We also have a very experienced team of Teaching Assistants, a Learning Mentor and a PE specialist who all provide support within classrooms and cover PPA time.

## Partnership Work

The school is a committed member of the **Nottingham Schools Trust (NST)**, a group of Nottingham schools that joined forces in 2017 to create a collaborative partnership focusing on improving education for the children of Nottingham. Every school, as a member, has a voice in the decision-making process, through the Trust's open and transparent governance. Moreover, the Trust values the diversity which exists across the schools and actively encourages each school joining the Trust to maintain and further develop its own distinctive culture and identity. More information is available at [www.nottinghamschoolstrust.org.uk](http://www.nottinghamschoolstrust.org.uk).

We work very closely with our 5 neighbouring locally maintained primary schools to network and share best practice. We also work with the two closest secondary academies to ensure smooth transition for the pupils who choose to move there in Year 7.





# Making an Application



- ▶ Visits to the school are highly encouraged and warmly welcomed prior to application. Please contact the School Business Manager, Pam Coward, on 0115 9150298 or via e-mail on [admin@gladehill.nottingham.sch.uk](mailto:admin@gladehill.nottingham.sch.uk) for more information and to book a tour.
- ▶ Pam Coward can also put you in touch with our Chair of Governors, Rupert Boddington, if you have any further queries or questions.
- ▶ **Dates for tours:** any time on Tues 2, Weds 3, Thurs 4 & Fri 5 November  
afternoon of Tues 9 & Weds 10 November, any time Thurs 11 & Fri 12 November
- ▶ **Closing date:** Monday 15 November 2021 at 12 noon
- ▶ **Notification to shortlisted candidates:** Friday 19 November 2021
- ▶ **Assessments and Interviews:** Tuesday 30 November & Wednesday 1 December 2021
- ▶ **Start Date:** Negotiable – September 2022 or earlier if the successful candidate is available
- ▶ In addition to an application form, you will need to submit a supporting statement, setting out your vision, relevant experience, skills and competencies to address the person specification
- ▶ **Application forms and supporting statements should be e-mailed to [admin@gladehill.nottingham.sch.uk](mailto:admin@gladehill.nottingham.sch.uk)**

