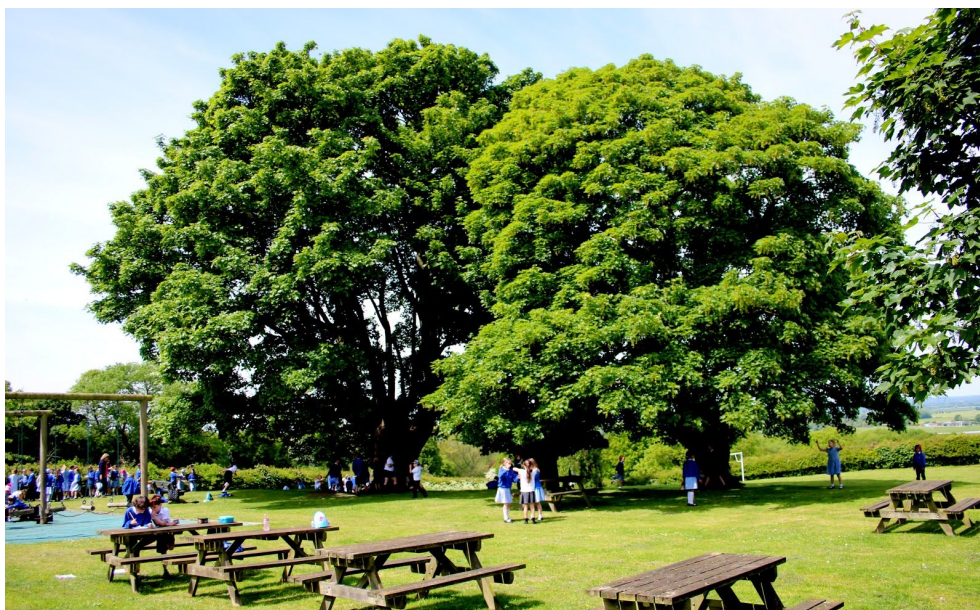




Beckley Church of England Primary School

Headteacher - Information for Candidates

www.beckleyschool.org



Welcome

I'm delighted that you're interested in becoming our new Headteacher. I'd like to take the opportunity to tell you a bit about Beckley School and why we think it's a great place to work.

We think the children at Beckley are rather special. Whether they're climbing the sycamore trees 'down the pitch', singing their hearts out at a local music festival, creating rainbows for the NHS and swapping virtual greetings with our link school in northern Italy, pitting their wits against other schools in the Oxfordshire maths challenge, or sharing a book with their reading buddies, their enthusiasm for life and learning is infectious.

We are an inclusive school, with an 'up for it' attitude, where children and adults strive to achieve. We're looking for a new Head to build on everything that's great about our school, and to make it even better. If this sounds like the sort of school you'd like to lead, and the sort of challenge you'd like to take on, we'd love to hear from you. Please have a look through our information pack, and get in touch if you'd like to visit Beckley School to find out more.

You would also be welcome to speak to the current Headteacher or me. Just ring or email the school office to arrange. 01865 351416 or office@beckleyschool.org

With all best wishes

Kate Kelly

Chair of Governors

March 2021



A Message from the Children...

In the week when everyone returned to school in March this year, we asked pupils the question,
What would you like from your new Headteacher?

These were five thoughtful replies:

- ★ Someone smart who makes good choices
- ★ A person who is kind and respects us and the school
- ★ Somebody who celebrates all the things that we're good at
- ★ A person that gets really involved in our learning
- ★ Someone who is gentle and firm but fair.



Information

School Context

A member of The River Learning Trust (RLT), Beckley Church of England Primary School is a small, Voluntary Controlled village school providing a happy, secure and stimulating learning environment. We have high expectations of our children and staff and our ethos encourages an atmosphere where children can be themselves and achieve their very best. We serve the villages of Beckley, Elsfield, Horton-cum-Studley, Stanton St John and Forest Hill and currently have 105 children on roll. We also attract children from Headington and other areas of Oxford. Beckley itself is situated five miles north east of Oxford.

Ethos and Values

Beckley School is a welcoming, happy and safe place, with education as our core purpose. We are an inclusive school and we value and respect all members of our community as individuals. As a Church School, our provision is founded on Christian values of kindness, honesty and respect, together with wider understanding of responsibilities and rights. We take seriously our responsibility to offer the best possible opportunities to every child, including those with special needs or disabilities and children from disadvantaged backgrounds. Teaching and pastoral care promote a love of learning, physical and emotional well-being, and spiritual richness. In work and play we challenge and inspire all children and adults to be the best they can be.

Our Vision

To promote and achieve excellence in all areas of school life. The school will be a place and a community where all children are happy and safe, where they can flourish and achieve their best in a caring, inclusive environment.

Kindness is our core value, underpinning our school vision:

“Be kind to one another, tender-hearted, forgiving one another” *Ephesians 4:32*

How our School works

We operate a mixed-year group class structure with class sizes lower than national averages. Our curriculum is broad and is carefully planned on a three-yearly basis to avoid repetition of topics. Curriculum development is always a live issue, and we hope it will be a priority for our new Head. Rigorous progress monitoring by staff and governors is in place, especially in English and Maths, with a focus on phonics and reading in the Early Years and a dedication to the highest of standards in Key Stages 1 and 2. Pupil Premium and SEN children are carefully assessed and planned for individually to ensure every opportunity is given to enhance their progress.

Objective benchmarking exercises for the whole school show us that we are securely above national averages. Internal assessments at the end of 2020 indicate that almost all pupils had continued to make progress, in spite of the lockdown switch to remote learning and other upheavals of the pandemic. We are well aware that such outcomes can only be achieved with hard work from our talented experienced staff, enthusiasm and resilience from our pupils, and active support from their parents and carers.

Staff have weekly meetings and each teacher is responsible for one or more areas of the curriculum. They collaborate with each other regularly to identify children who are ‘falling behind’ and are also able to attend moderation meetings with other members of RLT schools. CPD is actively encouraged and there are many training opportunities with RLT, the Diocese and the Local Authority. During Covid-times staff worked tirelessly to develop their skills and provide effective remote teaching as well as in-school learning for vulnerable children and children of key-workers.

As a Church School, the children attend daily collective worship, with weekly attendance by the local Vicar. Once a week, a local group presents and discusses Bible stories with the children in an ‘Open the Book’ assembly. Expert sports coaches come into school on a weekly basis and the children participate in the ‘daily mile’ on the pitch. Peripatetic Music Teachers deliver instrumental lessons to many children in school, including Piano, Guitar and Singing.

The school has a breakfast club and a popular after-school club. Extra-curricular clubs include: Gardening, Orchestra, Choir, Sports clubs, Science, Chess.





Statutory Inspections

Ofsted, November 2018

We were delighted with the overall judgement of GOOD and especially pleased with so many incredibly positive comments from Inspectors, some of which include:

"Pupils are nurtured and cared for well."

"Across your school there is an industrious yet joyful atmosphere."

"The teaching of early reading is particularly strong. This is because it is carefully organised, thoughtfully monitored, and teachers have high expectations of pupils' and children's levels of concentration."

"Governance is impressive. Governors bring their educational expertise to bear in the way they carry out their roles, both through the questions they ask and the sharpness of their ability to identify appropriate priorities for improvement."

"Safeguarding is a real strength."

SIAMS, January 2020

The SIAMS Inspection focuses on the effectiveness of the school's Christian vision. We were thrilled that the school was judged to be GOOD in the last inspection. Here are some highlights from the report:

"Wellbeing is a strength of the school and fundamental to its ethos."

"Kindness, consistent with the school's vision, is readily and clearly demonstrated across the community."

"Partnership with the River Learning Trust positively supports the school's heritage and current vision."

"Staff are committed to providing opportunities for pupils to achieve their best academically."

“Behaviour at Beckley School is calm and respectful and makes a significant contribution to the atmosphere of learning.”

“The school is creating a community that aptly expresses dignity and respect to all and where all can flourish.”



The School Site

Beckley School is set in beautiful countryside, overlooking the Otmoor Nature Reserve. We are lucky enough to have a large green field (‘the pitch’) that has stunning views of the surrounding area and is a wonderful resource for the children. The school is situated on a small country lane, near Beckley’s Norman Church which is regularly used by the school community for Harvest celebrations, Nativity plays and other important events in the Christian calendar. Our site is maintained to a high standard, in conjunction with the Trust, and retains some of its Victorian character whilst also benefiting from modern, purpose-built classrooms.

Beckley Village

Beckley has a wonderful rural feel, whilst being only five miles from Oxford and everything it has to offer. The school has many strong links with institutions and groups in Oxford including the SGC Science Department and arts and music organisations. The community in Beckley is close-knit, with the School and Church at its heart. It has a thriving village pub, owned by the community, a Village Hall, a play and sports ground and a community orchard. There is even a village Art Gallery (situated in a converted telephone box). There are many community groups and anyone living in the area is quick to feel part of this special place.

River Learning Trust

RLT schools and the School Centred Initial Teacher Training (SCITT) are united by their commitment to the principles of the Trust and a common belief in the benefits of everything that is gained by working together. We have three core principles:

- A Commitment to Excellence: striving for the best educational experience
- Everyone Learning: creating and taking opportunities that enhance lives
- Respectful Relationships: acting with care, integrity and fairness in all we do

We know that great schools thrive because of the people in them, and we value each member of our professional community and value our health and wellbeing. Our '[Staff Charter](#)' sets a standard that we all seek to follow.

There is something special about people that work at River Learning Trust - so if you care passionately about what you do, strive to deliver excellence, and enjoy coming to work and making a difference to the lives of children and young people, we will welcome your application to join our team.

How to Apply:

Please read our Person Specification as these requirements will be used to prioritise applications and guide the recruitment process.

Applications should be made through TES.com

<https://www.tes.com/jobs/vacancy/headteacher-oxfordshire-1418308>

If you would like to find out more about this post please contact the school office on 01865 351416 or office@beckleyschool.org to arrange a conversation with Kate Kelly (Chair of Governors).

Key Dates

Deadline for applications: Midday Monday 19 April 2021

Interviews: Thursday 29 and Friday 30 April 2021

School Visit: COVID permitting, school visits are warmly welcomed. Please contact the school office for the latest arrangements regarding visits.

Person Specification

The Governors of Beckley Church of England Primary School wish to appoint a Headteacher. We are looking for someone with skills and abilities outlined in the 2020 DfE Headteachers' Standards, and who shares our values. The following elements are particularly important, and will be used to prioritise applications and guide the recruitment process:

- Leading teaching and learning
- Shaping the future
- Managing the organisation
- Strengthening relationships
- Securing accountability
- Working with others

Required qualifications and career development

- Qualified teacher status
- Evidence of further study or appropriate professional development, such as NPQH
- Up-to-date safeguarding training

Experience and knowledge

- Successful track record in a Senior Leadership role
- Proven successful experience of leading and developing staff and whole school systems
- Proven ability and excellence as a teacher at Key Stage 1 or Key Stage 2
- Experience of school budget management
- Knowledge and experience of school self-evaluation
- Knowledge and application of systems to keep children safe

Skills and Abilities

Leading Teaching and Learning

- Sound understanding of the primary curriculum and its wider scope
- Awareness of the potential of every child and of barriers to learning, and a demonstrable commitment and desire to address them
- Demonstrate a commitment to creating a rich learning experience where children develop a love of learning

- Sustained experience in development and implementation of strategies to raise achievement for all
- Ability to provide meaningful feedback that promotes next steps
- Successful development of information and communication technology to support learning and teaching creatively and safely
- Able to set and achieve challenging professional goals

Shaping the future - Developing Self and Others

- Ability to lead and drive excellence across the school
- Ability to sustain, develop and energise a shared vision in partnership with key stakeholders, embracing diversity and inclusion and embedding the school in our wider community
- Experience of strategic planning, clear headed implementation and on-going review
- Commitment to stay informed about the educational landscape and to ensure that the school is prepared for the future
- Proven ability to understand and lead successful and sustainable change across the primary phase

Managing the organisation

- Able to articulate a clear vision and strategy for whole school development
- Pragmatic approach to life in a small school
- Motivates and listens to staff and gives them every opportunity to innovate, progress and succeed
- Highly developed skills in analysing and interpreting data with the goal of raising achievement
- Able to synthesise information and produce high-quality written reports and oral presentations for different audiences
- Commitment to work systematically and proactively with staff, governors and parents
- Ability to promote high expectations of children and staff
- Ability to prioritise, plan and organise effectively to run the school smoothly and to meet deadlines
- Skills in budget management
- Able to adapt to changing circumstances and ideas, able to make and support difficult decisions
- Model and encourage active, sensitive approaches to safeguarding practices for all



Strengthening Relationships

- Demonstrate a welcoming and inclusive approach to all
- Ability to provide inspirational leadership and expertise, demonstrating self-confidence, enthusiasm, kindness and integrity
- Able to sustain and build on our school's inclusive Christian ethos; commitment to SMSC and willingness to promote and embed our values across the school community
- Evidence of collaborating with other schools and educational providers; experience in establishing wider networks
- Able to work productively and pragmatically with our RLT colleagues
- Evidence of valuing and welcoming parents and the wider community; understanding the school's place in the community
- Embraces the joys and challenges of working in a small but ambitious school in a close-knit community

Securing accountability

- Demonstrate commitment to the safeguarding of children, with up-to-date knowledge of relevant legislation and guidance
- Pro-active day-to-day management of safeguarding practices across the school
- Experience and understanding of the need to ensure that the school meets statutory requirements, and meets or exceeds required standards, involving Trust staff, governors, external agencies, or others as required, and reporting as necessary

Working with others and developing effective teams

- Able to set aspirational standards for pupils and staff and to motivate/support others in achieving these standards including active collaboration across the Trust
- Listen openly and effectively
- Evidence of giving feedback and using coaching or mentoring skills successfully
- Demonstrate a commitment to the value of Continuing Professional Development, supported through personal and external inputs
- Able to recognise and develop the knowledge, skills and potential of others.
- Able to motivate and inspire others, as leader and as a professional colleague; pro-actively sharing and celebrating success

- Proven interpersonal skills and awareness of the needs of others
- Self-awareness and ability to be reflective in identification of personal and professional strengths, as well as areas for professional development

Job Description - Headteacher

Leadership Scale: Group 2, L10 -16

Responsible to: The Governing Body

Responsible for: All staff and children within the school.

The Role of the Headteacher

- Headteachers occupy an influential position in society and shape the teaching profession. They are lead professionals and significant role models within the communities they serve. The values and ambitions of headteachers determine the achievements of schools. They are accountable for the education of current and future generations of children.
- Headteachers lead by example the professional conduct and practice of teachers in a way that minimises unnecessary teacher workload and leaves room for high quality continuous professional development for staff. They work collaboratively with colleagues in the Trust. They secure a climate for the exemplary behaviour of pupils. They set standards and expectations for high academic standards within and beyond their own schools, recognising differences and respecting cultural diversity within contemporary Britain.

Purpose of Job

- To carry out the duties of the Headteacher as set out in the current School Teachers' Pay & Conditions Document and DfE HT Standards 2020

Main duties and responsibilities:

- To be the lead professional and positive role model within our community
- To work to an agreed vision, underpinned by clear values which will be evident throughout the school
- To lead by example in determining the professional conduct and practice of teachers to the highest standard
- To enable a climate in the school which enables all pupils, regardless of ability, to reach their full potential and to be happy in their school

- To be a positive, approachable role model in helping others recognise difference and respect cultural diversity
- To be aware of opportunities for the school to share good practice and expertise, learning from others beyond its boundaries
- To ensure that there is due regard for safeguarding for all children within the school by ensuring that all policies and procedures relating to child protection and safe-guarding are fully implemented, properly resourced, and followed by all staff; and that staff, pupils, parents and others feel able to raise concerns and that these are addressed sensitively and effectively.

Qualities and Knowledge:

- Hold and articulate clear values and moral purpose, focused on providing a high quality education for all the pupils at Beckley Church of England Primary School
- Demonstrate optimistic personal behaviour, positive relationships and attitudes towards pupils, and towards parents, governors and the local community.
- Lead by example - with integrity, creativity, resilience, and clarity - drawing on your own scholarship, expertise and skills, and that of those around you.
- Sustain wide, current knowledge and understanding of education and school systems locally and nationally, and pursue continuous professional development.
- Work with political and financial astuteness, within a clear set of principles centred on the school's vision, ably translating Trust and national policy into the school context.
- Communicate compellingly the school's vision and drive the strategic leadership, empowering all pupils and staff to excel

Pupils and Staff:

- Demand ambitious standards for all pupils, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes.
- Lead teaching and learning by securing excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and pupils' well-being.
- Maintain an educational culture of 'open classrooms' as a basis for sharing best practice drawing on and conducting relevant research and robust data analysis.
- Create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.
- Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning.
- Hold all staff to account for their professional conduct and practice



Shaping The Future:

- Work with the Governing Body using our shared vision and strategic planning to inspire pupils, staff and other members of the school community, expressing core educational values and to emphasise the school's inclusive Christian vision and values. Sustain school improvement and ensure that the school moves forward for the benefit of the pupils.

Systems and Process:

- Ensure that the school's systems, organisation and processes are well considered, efficient and fit for purpose, upholding the principles of transparency, integrity and probity.
- Provide a safe, calm and well-ordered environment for all pupils and staff, focused on safeguarding pupils and developing their exemplary behaviour in school and in the wider society.
- Maintain and develop rigorous, fair and transparent systems and measures for managing the performance of all staff, addressing any under-performance, supporting staff to improve and value excellent practice.
- Welcome strong governance and actively support the governing body to understand its role and deliver its functions effectively – in particular to set school strategy, to provide support and challenge and to hold the Headteacher to account for pupil, staff and financial performance.
- Exercise strategic, curriculum-led financial planning to ensure the equitable deployment of budgets, resources and accommodation, in the best interests of pupils' achievements and the school's sustainability.
- Distribute leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account for their decision making.

Safeguarding

Beckley School and the River Learning Trust are committed to safeguarding and promoting the welfare of all children and preventing extremism; all staff must ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people. The successful candidate will be required to undergo an Enhanced Disclosure from the Disclosure and Barring Service (DBS) and obtain any other statutorily required clearance. Employment will also be conditional on the receipt of at least two acceptable references (one from current/latest employer) and evidence of the formal qualifications required for the role.



We look forward to meeting you



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