

**'Working in partnership to
build our learning community'**



Ben Rhydding Primary School

Headteacher Recruitment
March 2023



Welcome Letter from the Chair of Governors

Dear Applicant,

Thank you for expressing an interest in the Headteacher vacancy at Ben Rhydding Primary School.

After spending the last 7 years with us, our current headteacher is retiring at the end of this academic year. The Governors are seeking someone who can lead Ben Rhydding Primary School into its next exciting chapter.

The vision for our school is one of a happy, dynamic, learning environment, where all members of the school and its wider community have a sense of belonging and understand their responsibility to contribute to the enjoyment and success of the learning community that we share. All of our staff, governors, pupils, parents and the community, work together in partnership to achieve this vision, and in turn, realise excellent outcomes for all our pupils. We are proud to be consistently rated as being in the top 3% of primary schools in the country.

Our staff strive to create an inclusive environment, where all pupils are provided with an excellent education, allowing them to have fun, feel safe and become life-long learners. Staff go above and beyond to create and implement an expansive and inspiring curriculum and provide a wide variety of opportunities for children to experience and benefit from. Pupils are provided with many life enriching opportunities, such as residential in Year 3 and 6, taking part in Young Voices and attending Forest School.

Our pupils are fabulous; they exude energy, curiosity, and engagement. When asked what words they would associate with their school, our pupils use the words “caring”, “community” and “successful”. Inclusivity is of paramount importance to us and Ben Rhydding Primary School provides an environment where pupils of all abilities and backgrounds are able to feel secure, develop and thrive. To see and hear more from our pupils visit <https://www.benrhydding.ngfl.ac.uk> and watch the Year 6 promotional video, which gives a great insight into pupil life at Ben Rhydding Primary School. You can also follow our feed on Twitter @BenRhyddingPS to get a flavour of what our pupils get up to!

At Ben Rhydding Primary School you will find a supportive environment where all staff work together as one team. Staff and pupil mental health and wellbeing are of upmost importance in our school and staff and pupils have access to a wide range of opportunities and wellbeing initiatives to support their health.

We are lucky and grateful to have a supportive parent community. We have a proactive and creative PTA, which organises many fabulous fundraising activities to help support school finances and provide children with opportunities for fun! Many parents also kindly volunteer to support the school in a variety of capacities, such as assisting in the classroom with reading and giving talks to the children. The current Head and staff have worked hard to create a culture of open communication with parents and carers, and we are looking for a Head who is able to maintain and grow this collaborative and supportive partnership.

Community, understanding wider society and different cultures is important to us at Ben Rhydding Primary School. Our children are involved in activities throughout their time at school that allow them to become part of, and contribute to, our local community, including visits to local care homes to sing for residents. Children also take part in several community sporting activities and have links with pupils in other primary schools in the Bradford LA area.

Part of the team at Ben Rhydding is also the Board of Governors which is made up of individuals from a wide variety of backgrounds who work collaboratively with leadership and staff acting as both support and a “critical friend” to the Head.

Under the leadership of the current Head, Ben Rhydding Primary School has been on a journey of continuous improvement, moving from Requires Improvement to Good in 2019. The Governors are looking for someone who can continue this journey of aspiring for excellence, leading in a dynamic and inclusive way, inspiring and engaging both staff and pupils. Like many schools, the Governing Body has recently decided to explore academisation and looks forward to working alongside the new Head on this journey.

I hope this has provided you with a good introduction to our school. We wish you the best of luck in your application and look forward to hearing from you.

Sarah Hughes

Chair of Governors



About our School

Ben Rhydding Primary School is a single-form, entry state-funded school that is recognised as the heartbeat of our vibrant community. Set in the beautiful spa town of Ilkley, which was awarded Sunday Times Best Place to Live in 2022, Ben Rhydding enjoys a village-like feel with excellent proximity to Leeds and Bradford. The school is widely regarded as the true heart of our community and enjoys fabulous views of Ilkley Moor and the Cow and Calf Rocks, while our children benefit from regular activities on the moor and in local woodland.

Ben Rhydding Primary School received a Good Ofsted rating in 2019 and have maintained a reputation as an environment in which our children can thrive. The current headteacher has announced his decision to retire at the end of the summer term of 2023 and the school is now looking for an inspirational, talented and friendly individual to replace him.

At Ben Rhydding Primary School, you will find a highly skilled, dedicated, caring teaching staff that managed the school admirably through the pandemic and continues to offer excellent educational opportunities, guidance and support to our children. The school enjoys a reputation for developing polite, well-behaved, happy and inclusive children and also benefits from strong links to other schools in the area through a local collaboration.

Ben Rhydding Primary School will welcome applications from enthusiastic and capable Deputy Headteachers seeking their first Headship, as well as proven Headteachers who feel well-placed to take our school on the next phase of its journey.

We invite you to visit our school in person at 10:00 am or 2:00 pm on Wednesday 8th March or Monday 13th March. Please contact the school office to book a visit.

OFSTED 2019

"Children in Early Years get off to a good start receiving a secure grounding in the basics, meaning they are well prepared for KS1".

"The achievement of pupils with SEND is good, they receive quality teaching and support to meet their needs".

"All pupils have a positive attitude to learning."

"Pupils leave Ben Rhydding Primary School having made good progress and are well prepared for Secondary School".

KEY SCHOOL DATA

POR: 192

13% SEN Support (26 pupils)

2% EHCP (4 Pupils)

6% Pupil Premium (13 Pupils)



Ethos and Values

At Ben Rhydding Primary School everyone is valued and respected as a member of our learning community. Our Vision for our school is one of a happy, dynamic learning environment where all members of the school and its wider community have a sense of belonging and understand their responsibility to contribute to the enjoyment and success of the learning community that we all share.

Our school reflects British values in all that we do. We aim to nurture our children on their journey through life so they can grow into safe, caring, democratic, responsible and tolerant adults who make a positive difference to British society and to the world. We encourage our children to be creative, unique, open-minded and independent individuals, respectful of themselves and of others in our school, our local community and the wider world.

At Ben Rhydding Primary School we actively promote British values in the following ways:

Democracy

- All children are encouraged to debate topics of interest, express their views and make a meaningful contribution to the running of the school on matters that directly involve pupils. Children also have the opportunity to have their voices heard through pupil questionnaires and pupil surveys
- The principle of democracy is explored in the curriculum as well as during assemblies and special days
- Our school behaviour policy involves rewards which the pupils have discussed

Rule of Law

- Our school follows 'Core Rules', which are integral to our learning and ethos every day
- School rules and expectations are clear, fair and regularly promoted
- Pupils are always helped to distinguish right from wrong, in the classroom, during assemblies and on the playground
- Pupils are encouraged to respect the law and Ben Rhydding Primary School enjoys visits from authorities such as the Police, Fire Service, Ambulance, etc. to help reinforce this message
- The Behaviour and Anti-Bullying policies set out a zero tolerance baseline for any form of aggression, abuse or violence, which extends to pupils, staff and parents and carers

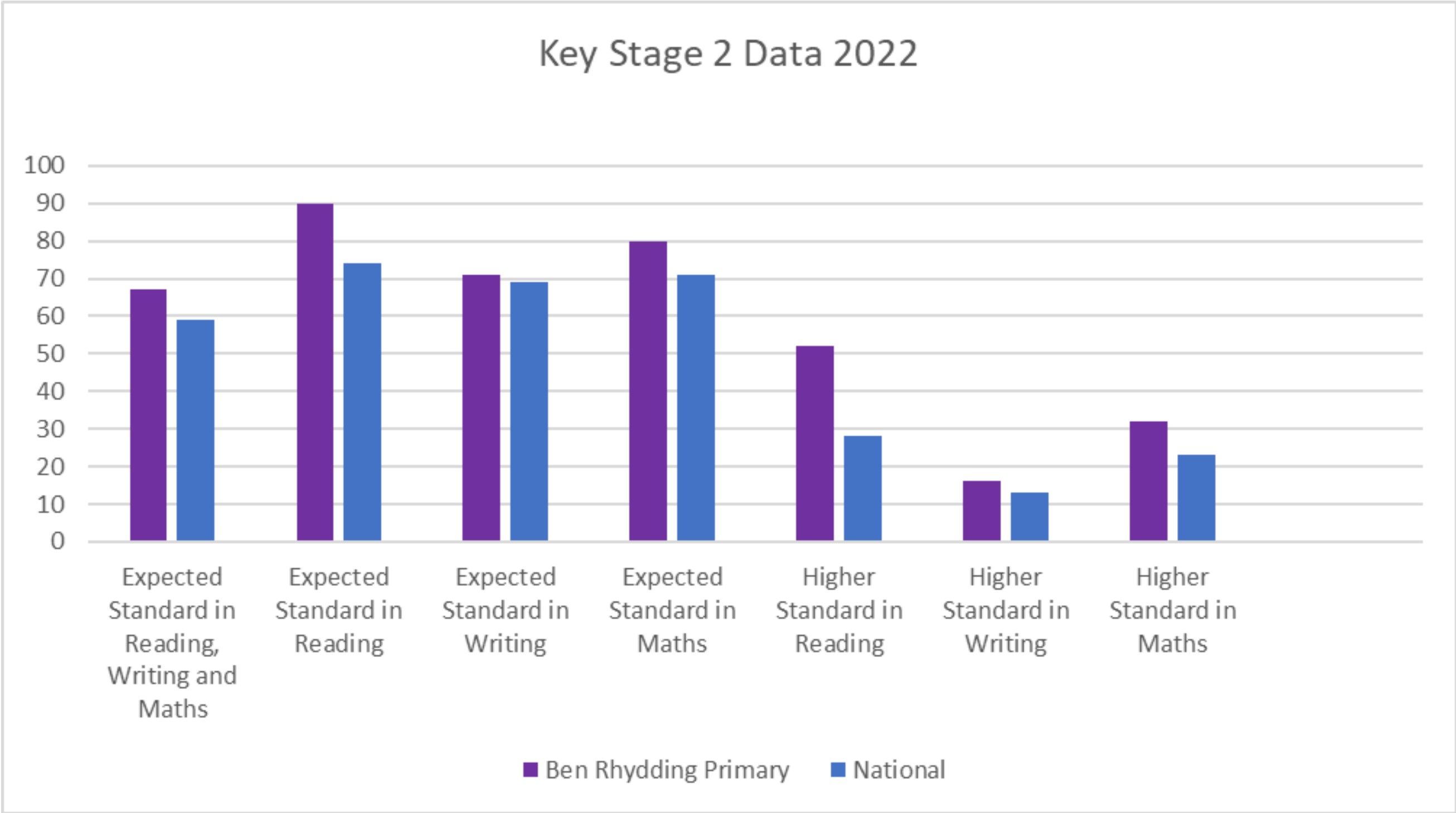
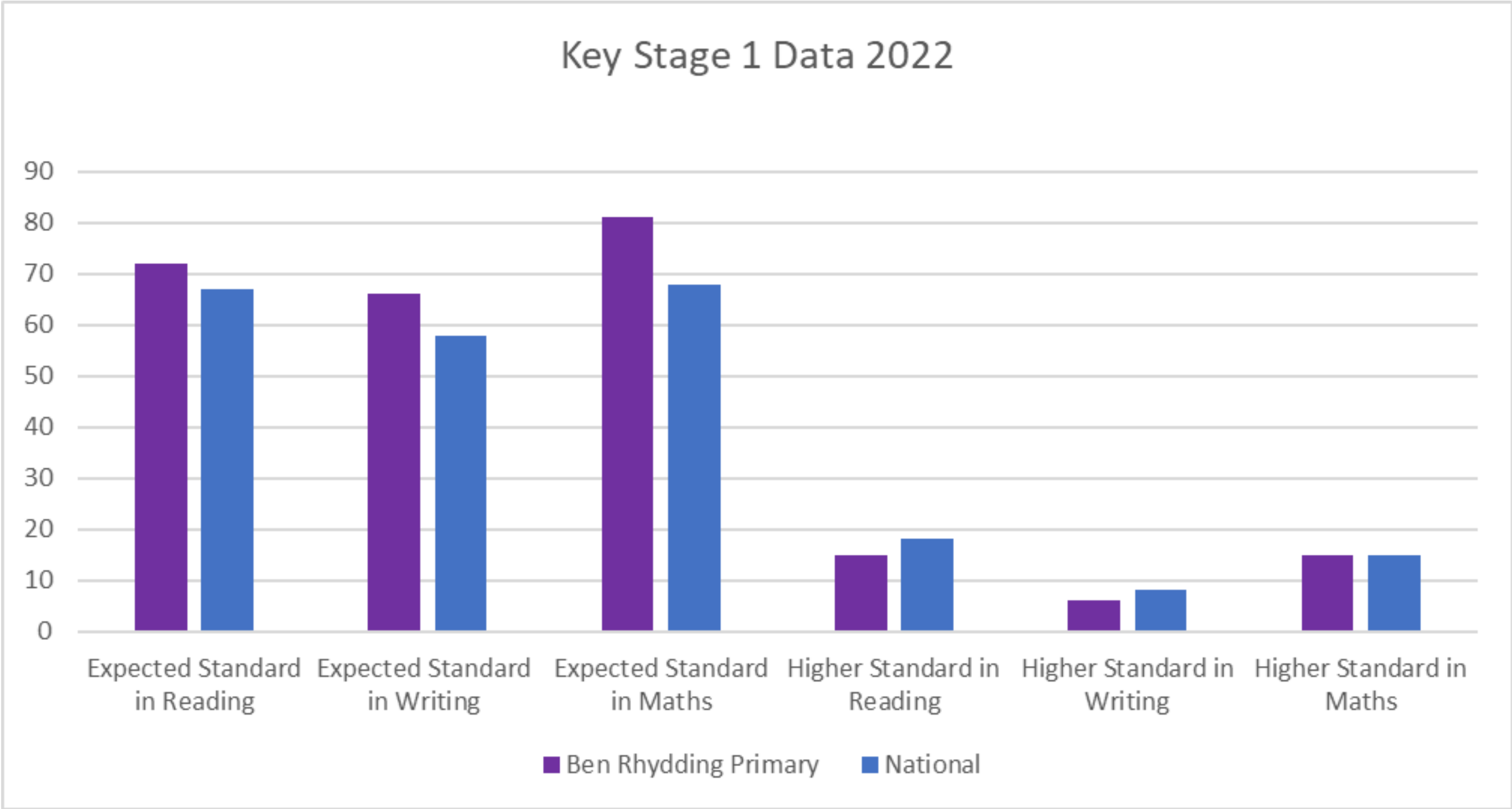
Individual Liberty

- Within school, pupils are actively encouraged, and given the freedom to make choices, knowing that they are in a safe and supportive environment. eg. by signing up for extra-curricular clubs
- Pupils are supported to develop their self-knowledge, self-esteem and self-confidence
- Pupils are encouraged to take responsibility for their behaviour and our pastoral support reinforces the importance of making the right choices
- Pupils are encouraged to know, understand and exercise their rights and personal freedoms and are advised how to exercise these safely, for example through our e-safety teaching and PSHE lessons
- Vulnerable pupils are protected and stereotypes challenged. A strong anti-bullying culture is embedded in the school and any form of bullying is challenged and addressed. The school also operates a robust system of logging incidents
- Pupils have key roles and responsibilities in school e.g. Year 6 extra responsibilities, Playground Buddies, Reception Buddies, School Councillors

Mutual Respect and Tolerance of those with different Faiths and Beliefs

- Respect is one of the core values of our school. The pupils know and understand that it is expected that respect is shown to everyone, adults and children
- Pupils are helped to acquire an understanding of, and respect for, their own and other cultures and ways of life
- Staff and pupils are encouraged to challenge prejudicial or discriminatory behaviour
- Links and visits are promoted with local faith communities and places of worship. E.g. Members of different faiths or religions are invited to school to share their knowledge and enhance learning within assemblies and in class
- Through the PSHE and RE curriculums pupils are encouraged to discuss and respect differences between people, such as differences of faith, ethnicity, disability, gender or sexuality and differences of family situations
- Assemblies and discussions involving prejudices and prejudiced-based bullying have been followed and supported by learning in RE and PSHE
- We offer a culturally rich and diverse curriculum in which all major religions are studied and respected and global dimension work embedded in many of our Curriculum topics. These curriculum topics offer children the chance to reflect on our core values and British values

Academic Data



Contract Term:	Permanent
Salary:	L15 – L20
Job Starts:	September 2023
Closing Date:	Monday 27 March 2023 at 12 noon
Shortlisting Date:	Friday 31 March 2023
Selection Interviews:	Thursday 20 April 2023 and Friday 21 April 2023
School Tours:	10:00 am or 2:00 pm on Wednesday 8th March or Monday 13th March



The Governing Body of Ben Rhydding Primary School is seeking to appoint an exemplary leader who will inspire excellence at all levels and lead the school through the next phase of its journey. In return, you will benefit from the ideal platform on which to develop your career in a friendly and positive setting, supported by a strong staff, governing body, PTA, and community.

Ben Rhydding Primary is an innovative, rich and child centred primary school set in the stunning surroundings of the Yorkshire Dales. We adopt innovative and hands-on opportunities for children to truly understand the curriculum. Our school is ranked within the top 3% of Primary schools in the country which is testament to the hard work and outstanding teaching and learning delivered by our excellent team.

We would like a headteacher who will:

- Understand the importance of maintaining the school's existing values whilst instilling their own identity and leadership style
- Ensure they know every child well
- Nurture positive relationships with pupils, parents and the wider community
- Value staff and enable them to grow and achieve their full potential
- Be a skilled and confident communicator

Most importantly, our children need you to be:

- A positive, friendly presence who is accessible and gets to know each and every one of them
- Firm, fair and confident in your actions in running the school
- An engaging and imaginative individual who enjoys sharing their stories and experience with the children
- Enthusiastic to be the figurehead of a community school that is the heartbeat of a vibrant village
- Committed to being creative, open-minded and aspiring to continuously develop and grow

In return, we can offer:

- The opportunity to lead a truly excellent school
- A positive learning environment in a friendly village
- Enthusiastic and dedicated support from a strong teaching staff
- Supportive and friendly relations with the governing body
- Excellent opportunities for career and skills development

A tour of the school is available on the dates detailed above and is encouraged. Please contact Kimberley Taylor on 01943 431133 to arrange a tour.

A candidate pack which includes the Job Description, Person Specification and details of how to apply for the position can be downloaded from www.prospectsonline.co.uk. Please note that CVs are not accepted.

The school prides itself on being an equal opportunities employer and abides by Safer Recruitment Practices. We are committed to safeguarding and promoting the welfare of children. An online search will be carried out at shortlisting. All other pre-employment checks including a DBS check, will be completed during the recruitment process.

Job Description



Salary: L15 to L20

Hours: Full time

Contract type: Permanent

Reports to: Chair of the Governing Body

Responsible for: All Staff and Pupils within the School

Core Purpose:

The Headteacher will:

- Maintain and develop the school's ethos and strategic direction together with the Governing Body and through consultation with the school community
- Maintain, develop and oversee systems, processes and policies so the school can operate effectively
- Identify problems and barriers to school effectiveness, and develop strategies for school improvement that are realistic, timely and suited to the school's context
- Make sure these school improvement strategies are effectively implemented
- Monitor progress towards achieving the school's aims and objectives
- Allocate financial resources appropriately, efficiently and effectively
- Promote and safeguard the welfare of all children in school and fulfil the role of Designated Safeguarding Lead
- With the Governing Body, explore the possibility of Academisation

Please Note:

This is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the Headteacher will carry out. The post-holder may be required to do other duties appropriate to the level of the role.

Qualities

The Headteacher will:

- Uphold public trust in school leadership and maintain high standards of ethics, behaviour and professional conduct
- Build positive and respectful relationships across the school community
- Serve in the best interests of the school's pupils

Teaching, Curriculum and Assessment

The Headteacher will:

- Maintain and develop high-quality teaching across all subjects and phases, based on evidence
- Ensure teaching is underpinned by subject expertise
- Effectively use formative assessment to inform strategy and decisions
- Ensure the teaching of a broad, structured and coherent curriculum
- Maintain and develop curriculum leadership, including subject leaders with relevant expertise and access to professional networks and communities
- Use valid, reliable and proportionate approaches to assessing pupils' knowledge and understanding of the curriculum

Managing the School

The Headteacher will:

- Ensure staff and pupils' safety and welfare through effective approaches to safeguarding, as part of duty of care.
- Manage staff well with due attention to workload, progression and performance.
- Ensure rigorous approaches to identifying, managing and mitigating risk.

Governance, Accountability and Working in Partnership

The Headteacher will:

- Understand and welcome the role of effective governance, including accepting responsibility
- Ensure that staff understand their professional responsibilities and are held to account
- Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties
- Work successfully with other schools and organisations, including the affiliated Ben Rhydding Preschool and after school club, Playstation
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils.

Job Description

Additional and Special Educational Needs (SEN) and Disabilities

The Headteacher will:

- Promote a culture that enables all pupils to access the curriculum
- Have ambitious expectations for all pupils with SEN and disabilities
- Make sure the school works effectively with parents, carers and professionals to identify additional needs and provide support and adaptation where appropriate
- Make sure the school fulfils statutory duties regarding the SEND Code of Practice

School Culture and Behaviour

The Headteacher will:

- Secure 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
- Create a culture where pupils experience a positive and enriching school life, where their wellbeing is prioritised
- Uphold educational standards in order to prepare pupils from all backgrounds for their next phase of education and life.
- Ensure a culture of staff professionalism
- Use consistent and fair approaches to managing behaviour, in line with the school's behaviour policy

Professional development

The Headteacher will:

- Ensure staff have access to appropriate, high standard professional development opportunities
- Keep up to date with developments in education
- Seek training and continuing professional development to meet needs



Person Specification

	<div>ESSENTIAL (E) DESIRABLE (D)</div> <div>A - Application</div> <div>P - Pre-employment check stage (inc. References)</div> <div>I - Interview and Assessment Stage</div>
QUALIFICATIONS/ TRAINING:	<ul style="list-style-type: none">A degree level qualification or equivalent (E) (A P)Qualified Teacher Status (QTS) (E) (A P)National Professional Qualification for Headship (NPQH) (D) (A P)
EXPERIENCE:	<ul style="list-style-type: none">Experience of successful leadership and management in a school (E) (A P I)Have previously held a senior leadership position in a school (E) (A P I)Significant teaching experience (E) (A I)Personal involvement in school self-evaluation and development planning (E) (A I)Personal experience of line management and staff development (E) (A I)
SKILLS AND KNOWLEDGE:	<ul style="list-style-type: none">Able to devise, implement and lead strategic initiatives (E) (A I)Able to assess quality of teaching based on evidence and effectively feed back findings to support others practice (E) (A I)Able to model high-quality teaching for others and support others to improve (E) (A I)Able to effectively analyse data (E) (A I)Able to use data to set targets, identify weaknesses and evaluate performance (E) (A P I)Understanding of the principles of school financial management (E) (A I)Able to effectively communicate with and listen to a wide range of audiences (E) (A I)Able to communicate a vision to a wide range of audiences and inspire others (E) (A I)Able to build and maintain effective working relationships (E) (A I)Understanding of Academy Conversions (D) (A I)
PERSONAL QUALITIES:	<ul style="list-style-type: none">Committed to achieving the best outcomes for all Pupils (E) (A I)Committed to promoting the ethos and values of Ben Rhydding Primary School (E) (A I)Able to work effectively under pressure (E) (A I)Able to prioritise work and demands effectively (E) (A I)Able to delegate duties across the wider leadership team effectively (E) (A I)Committed to maintaining confidentiality and protecting data at all times (E) (A I)Committed to safeguarding (E) (A I)Committed to equality, diversity and inclusion (E) (A I)Committed to uphold the 7 principles of public life at all times (E) (A I)



Equal Opportunities Information

EQUALITY

The governing body and school are committed to a policy of equality and aims to ensure that no employee, job applicant, pupil or other member of the school community is treated less favourable on grounds of sex, race, colour, ethnic or national origin, marital status, age, sexual orientation, disability or religious belief. Any behaviour, comments or attitudes that undermine or threaten an individual's self-esteem on these grounds will not be tolerated.

We aim to provide equal access to high quality educational opportunities and to ensure that everyone feels that they are a valued member of the school community.

We seek to provide a safe and happy environment where all can flourish and where cultural diversity is celebrated.

DISABLED APPLICANTS

Disabled applicants are guaranteed an interview if they meet the essential requirements of the Personnel Specification. As an equal rights employer our school is committed to make any necessary reasonable adjustments to the selection process, the job role and the working environment that would enable access to employment opportunities for disabled people. Where a disabled applicant is being assessed the selection panel's decisions will be based on an assessment of that person's expected capabilities once reasonable adjustments have been made.

PRIVACY NOTICE

Our school aims to ensure that all personal data collected about staff, pupils, parents, governors, visitors and other individuals is collected, stored and processed in accordance with the General Data Protection Regulation (GDPR) (EU 2016/679) and the provisions of the Data Protection Act 2018 (DPA 2018). This policy applies to all personal data, regardless of whether it is in paper or electronic format. For further information please see the full privacy policy on our school website.

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