Bingley Grammar School

RESPECT
COMMITMENT
COLLABORATION



HEADTEACHER
RECRUITMENT PACK

A SUPPORTIVE COMMUNITY | HIGH ASPIRATIONS | RICH OPPORTUNITIES | EXCELLENT OUTCOMES

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. You will be required to undertake an enhanced DBS check.

Please refer to the Bingley Grammar School Child Protection and Safeguarding Policy on our website (About/Policies).

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WELCOME FROM THE CHAIR OF GOVERNORS

Dear Candidate

Thank you for taking the time to consider becoming the next Headteacher of Bingley Grammar voluntary-aided school. As Chair of Governors, I am delighted to introduce you to our school and to what I believe is a wonderful opportunity to help shape the next chapter in its long history.

There is much that is special about Bingley Grammar, which is a fully comprehensive and diverse school with students from a wide range of socio-economic backgrounds. We are a school with a strong sense of community and history, where relationships matter and where we seek to care for and educate the whole person. Our staff value the sense of belonging and inclusion within our school, and the desire to help every young person become the very best version of themselves.

We want our students to receive an excellent education, but we also want them to develop the character, confidence and enthusiasm they need for learning, relationships and life. We are therefore seeking an inspirational, strategic and highly motivated leader who, with integrity and energy, can inspire our community around a compelling vision and bring together academic excellence and character development. You will be an excellent leader of Teaching and Learning and Student Personal Development and will inspire the confidence of the whole community. You will be visible, will listen and maintain trust, but will also lead with clarity, consistency and courage.

We are fully aware of the challenges all schools have faced and continue to face, including financial pressures following many years of underfunding. Bingley Grammar has not been isolated from these pressures but has risen to these challenges and has continued to provide a broad/balanced education to meet the needs of the individual child. We consistently achieve positive outcomes for the students we serve. The changing and increasingly complex needs of young people also require us to think carefully about how we maximise the use of our resources, support staff and ensure the very best opportunities for every student.

We are not looking for someone to take up the post determined to change everything but someone who will preserve the school's strengths and meet future challenges with confidence and certainty.

As a Headteacher of a voluntary-aided school, you will have ultimate responsibility for overseeing the school's finances and all other aspects of a very large school. Although, of course, no headteacher works alone there is an expectation that you will be able to work independently from other schools and educational institutions. Our new Headteacher will work in partnership with governors, staff, students, parents, primaries and our wider community.

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I warmly encourage you to come and meet us, ask questions and experience Bingley Grammar before you apply.

If you believe that you have the experience, the values and the ambition for our school then we look forward to receiving your application.

Best Regards

David Mann
Chair of Governors



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SCHOOL HISTORY & VISION

At around 1900 students, Bingley Grammar School is a large and high attaining 11-18 comprehensive, mixed ability and multi-cultural school and understandably that gives the school a great sense of community. All our staff are incredibly hard working and we take pride in knowing our students as individuals. We deliver a constantly evolving broad and rich curriculum along with high quality pastoral support. As a staff we are committed to high quality professional learning and as such we have a two-hour CPD session on alternate Wednesdays as well as many other opportunities such as our programme allowing staff to study for a Master's Degree in Education and a variety of other in-house bespoke courses.

Since its foundation the school has prided itself on its motto of 'passing on the torches of learning', and this is as true today as it was in 1529. We are proud of our past but also focused on the future and aim to provide an education that combines the very best of tradition and innovation.

Constantly developing a culture of excellence is at the heart of everything we do, however, we do not limit our definition of achievement simply to traditional academic pursuits. We believe in developing well rounded individuals and as a result we make significant investment into the areas of sport and the creative and performing arts.

The Sixth Form at BGS is a thriving one with over 300 students following highly personalised pathways. Virtually all our learners leave us at the end of Y13 to attend their first-choice university. We are currently redeveloping our sixth form building to enhance the resources available to our Sixth Form students.

Our vision is simple, we seek to develop the skills, talents and interests of all our students as individuals. No young person learns effectively unless he or she feels safe, secure and happy. Bingley Grammar School is a caring and supportive school and we try to address the individual needs of every student through a comprehensive, flexible pastoral system. As such, we work together to develop self-respect, self-discipline and self-understanding.

We look forward to our future but we value our past and particularly our traditions, believing they provide a solid and stable foundation for the whole school. Our well-established house system at the heart of the school helps to foster a strong sense of belonging.

We, as a school, are extremely proud of all our staff and students and we look forward to you joining our team.



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STAFF BENEFITS INFORMATION

The school offers all its staff a range of benefits including:

Appraisal – The opportunities to achieve enhanced increments for outstanding achievement and progress in lessons.

CPD – An extensive programme including the opportunity to apply for a Master's Degree in Education and NPQML/NPQSL. The school also closes early on alternate Wednesdays in order for staff to participate in training, much of which is faculty based.

Cycle to Work Scheme – lease a bike and safety equipment as a tax-free benefit through our salary sacrifice scheme.

Employer Pension Scheme – Teachers Pension Scheme (Teachers). Local Government Scheme (Support Staff).



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VACANCY DETAILS

We are seeking an energetic and inspirational Headteacher: L33 – L37 (£117,624 - £129,733).

Required from Easter 2027

Due to the retirement of our long-standing headteacher, we are seeking to appoint an inspiring and committed individual, who shares our values, ambition, and beliefs to lead our school into the next phase. This is a critical role for an ambitious leader with extensive experience of school leadership.

Bingley Grammar is a very large voluntary-aided comprehensive (currently 1,924 students including VI Form), high achieving and over-subscribed school and the ideal candidate will have the opportunity to make a significant impact on our continued development.

Bingley Grammar is an exciting, inspiring and special place to work where all stakeholders are committed to delivering a first-class holistic education, and where academic achievement along with the development of character play equally important roles. We strongly believe that future success for our students cannot rest on qualifications alone, and therefore the personal development and well-being of our students plays a pivotal role in our curriculum and cultural capital.

The workforce at our school is hardworking, talented, and motivated with a strong ambition to succeed and we require a leader who will adapt the school to the changing times without losing sight of what makes the school unique. Every member of staff works collaboratively to ensure that our students leave the school as well-rounded, well-grounded young adults who can make a positive contribution to our global society. The wellbeing of all members of the school community is a priority for all leaders across the school.

You will be an inspiring, visible and values driven leader with:
● a proven track record of driving high standards and improving outcomes in a very large 11-18 secondary school setting
● a deep commitment to the children of Bingley Grammar - their well-being, their progress, their character development, and their future
● the credibility, warmth, and professional integrity to lead and motivate a stable and dedicated staff team
● the ability to form strong, trusting relationships with families, governors, and the wider community
● an unwavering belief in equity, inclusion, and high expectations for all pupils but particularly those facing disadvantage

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In the short and medium term, both the school's Foundation Trustees and its Governing Body are committed to remaining as a voluntary-aided maintained school with no desire for academisation.

If you would like to discuss the role in more detail, please contact recruitment@bingleygrammar.org who can arrange for you to have a tour of the school, with the School Business Manager, and the opportunity to speak to the Headteacher and Chair of Governors. There will be two opportunities to visit the school before applications have to be submitted, 10th November 2026 between 10.00am and 12.00pm and 12th November 2026 between 11.00am and 1.00pm.

Closing date: 9am on Friday 20th November 2026

Interviews will be held: Week Commencing 30th November 2026

For more information and to apply please see our website or contact our Recruitment team on 01274 807700 or email recruitment@bingleygrammar.org

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JOB DESCRIPTION

Post Information

Post Title: Headteacher

Salary/Grade: L33 – L37

Contract Type: Full Time

Contract Term: Permanent

Contract Start Date: April 2027

Core purpose:
As a voluntary aided School, the Headteacher is directly accountable to the governors and is expected to provide, professional leadership, strategic direction and operational management for the school by promoting high standards in all aspects of the school's work and by building upon past achievement, to secure the school's continued success and improvement by ensuring high-quality education for all its students to maximise their potential.

The Headteacher will:

- Inspire, challenge, motivate and empower all stakeholders, including parents and the wider community, to implement and carry forward the school vision.
- Monitor, evaluate and review all school policies, set priorities and targets and take any necessary action required to ensure excellence of teaching and learning and the continuous development of pupils and staff.
- Provide a supportive environment for staff and ensure that their wellbeing is paramount, while striving to improve educational attainment.
- Ensure that excellent teaching and learning is the main objective of all members of the school community.
- Have high expectations of pupil behaviour and promote respect for all.
- Promote and secure the school's continued evolution considering national and local policies and initiatives.
- Be accountable for the deployment of resources in accordance with the school's policies and the overarching need to obtain value for money.
- Maintain links with external organisations such as the Local Authority

The Headteacher will carry out their professional duties in accordance with the National Conditions of Employment for Headteachers in the School Teacher' Pay and Conditions Document and education, employment, health and safety and other relevant legislation affecting the conduct of the school.

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JOB DESCRIPTION (continued)

The Headteacher is expected to demonstrate consistently high standards of principled and professional conduct, uphold and demonstrate the Nolan Principles of Public Life and the Framework for Ethical Leadership in Education.

KEY DUTIES:

School culture:

- Continue to develop the school's ethos and strategic direction in partnership with those responsible for governance and through consultation with the school community.
- Maintain a culture where pupils experience a positive and enriching school life.
- Uphold ambitious educational standards which prepare pupils from all backgrounds for their next phase of education and life.
- Promote positive and respectful relationships across the school community and a safe, orderly and inclusive environment.
- Nurture a culture of high staff professionalism.

Teaching:

- Continuously develop and sustain high-quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how pupils learn.
- Ensure teaching is underpinned by high levels of subject expertise and approaches which respect the distinct nature of subject disciplines or specialist domains.
- Ensure effective use is made of formative assessment.

Curriculum and assessment:

- Ensure a broad, structured and coherent curriculum entitlement which sets out the knowledge, skills and values that will be taught.
- Continue to develop effective curricular leadership, developing subject leaders with high levels of relevant expertise with access to professional networks and communities.
- Ensure valid, reliable and proportionate approaches are used when assessing students' knowledge and understanding of the curriculum.

Behaviour:

- Maintain high expectations of behaviour for all pupils, built upon relationships, routines and procedures, which are understood clearly by all staff and pupils.
- Ensure high standards of pupil behaviour and courteous conduct in accordance with the school's Behaviour Policy.
- Ensure consistent, fair and respectful approaches to managing behaviour.
- Ensure that adults within the school model and teach the behaviour of good citizens.

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JOB DESCRIPTION (continued)

Additional and special educational needs and disabilities:

- Ensure all staff hold ambitious expectations for all pupils with additional and special educational needs and disabilities.
- Establish and sustain an inclusive culture and practices that enable all pupils to access the curriculum and learn effectively.
- Ensure that the school work's effectively in partnership with parents, carers and professionals, to identify the additional needs and special educational needs and disabilities of pupils, providing support and adaptation where appropriate.
- Ensure the school fulfils its statutory duties regarding the SEND code of practice.

Professional development:

- Ensure staff have access to high-quality, sustained professional development opportunities, aligned to balance the priorities of whole-school improvement, team and individual needs.
- Continue to prioritise the professional development of staff, ensuring effective planning, delivery and evaluation which is consistent with the approaches laid out in the standard for teachers' professional development.
- Ensure that professional development opportunities draw on expert provision from beyond the school, as well as within it, including nationally recognised career and professional frameworks and programmes to build capacity and support succession planning.

Organisational management:

- Ensure the protection and safety of pupils and staff through effective approaches to safeguarding, as part of the duty of care.
- Prioritise and allocate financial resources appropriately, ensuring efficiency, effectiveness and
  probity in the use of public funds.
- Ensure staff are deployed and managed well with due attention paid to workload.
- Establish and oversee systems, processes and policies that enable the school to operate
  effectively and efficiently
- Ensure rigorous approaches to identifying, managing and mitigating risk.

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JOB DESCRIPTION (continued)

Sixth Form Leadership:

- Provide strategic oversight of the Sixth Form, ensuring strong academic, vocational, and enrichment pathways.
- Ensure the Sixth Form offer fulfils local and national requirements.
- Ensure high-quality careers education, guidance, and progression to higher education, training, or employment.
- Promote high aspirations, strong retention, and excellent outcomes for post-16 students

Continuous school improvement:

- Make use of effective and proportional processes of evaluation to identify and analyse complex or persistent problems and barriers which limit school effectiveness and identify priority areas for improvement.
- Develop appropriate evidence-informed strategies for improvement as part of well-targeted plans which are realistic, timely, appropriately sequenced and suited to the school's context.
- Ensure careful and effective implementation of improvement strategies, which lead to sustained school improvement over time.

Working in partnership:

- Forge constructive relationships beyond the school, working in partnership with parents, carers and the local community.
- Commit the school to work successfully with other schools and organisations in a climate of mutual challenge and support.
- Establish and maintain working relationships with fellow professionals and colleagues across other public services to improve educational outcomes for all students.

Governance and accountability:

- Understand and welcome the role of effective governance, and the importance of giving
  account and accepting responsibility.
- Establish and sustain professional working relationship with those responsible for governance.
- Ensure that staff know and 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.

Line Management:

- Responsible for the supervision and well-being of all staff employed in the school.

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JOB DESCRIPTION (continued)

Conditions of Employment:
The above responsibilities are in accordance with the School Teachers' Pay and Conditions Document in terms of duties and working time and are also subject to any local agreements and LA guidance on interpreting conditions of service.

Review and Amendment:
This job description is normally subject to annual review. Subject to the provisions of the School Teachers' Pay and Conditions document it may be amended at the request of the Governing Body or the Head Teacher but only after full consultation between them. It will be signed if agreement is reached.

The Governors are committed to safeguarding and promoting the welfare of children and young persons and the Headteacher must ensure that the highest priority is given to following guidance and regulations to safeguard children and young people. The successful candidate must provide an Enhanced Disclosure from the Disclosure and Barring Service.

While every effort has been made to explain the main duties and responsibilities of the post, each individual task is not identified. Employees will be expected to comply with all reasonable requests from the Governing Body to undertake work of a similar level or that is commensurate with their skills, knowledge and experience that is not specified in their job description.

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PERSON SPECIFICATION

E / D	A / I	T / R / C
Essential / Desirable criteria	Application / Interview	Task / References / Certificate or documentary evidence

CRITERIA	E/D	HOW MEASURED				
		A	I	T	R	C
QUALIFICATIONS						
Qualified Teacher Status	E	X				X
NPQH/NPQEL	D	X				X
FURTHER QUALIFICATIONS/ PROFESSIONAL DEVELOPMENT						
Recent, relevant in-service training in current educational practice, including the leadership and management of teaching, learning and CPD.	E	X	X			X
EXPERIENCE						
Successful experience in leadership and management	E	X	X		X	
Proven track record of securing rapid sustained school improvement through inclusive practice, raising standards and closing attainment gaps	E	X	X	X		
Experience of conducting Performance Management/ Appraisal.	E	X	X			
Knowledge and understanding of education and schools' systems locally and nationally.	E	X	X			
Experience in working within a multicultural environment, with a genuine appreciation of diversity and a commitment to ensuring that every voice is heard.	E	X	X			
Experience of partnership working with parents and the wider community including external agencies.	E		X	X		
Experience of leading on Safeguarding/being named as DSL or DDSL.	D	X				X
Experience of leading Sixth Form provision and post 16 outcomes	D	X	X			

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PERSON SPECIFICATION (CONTINUED)

CRITERIA	E/D	HOW MEASURED				
		A	I	T	R	C
EXPERIENCE (CONTINUED)						
Successful and varied teaching experience in appropriate phase(s), including working with children with social, emotional and mental health difficulties.	E		X	X		
SKILLS AND ABILITIES						
Develop and implement the school vision and values, promoting inclusivity and diversity within a framework of British Values.	E	X	X			
Develop a culture for learning and set high expectations for achieving success for all.	E	X	X			
Work to high professional standards, strategically and operationally, leading by example.	E	X	X			
Monitor, evaluate, and plan strategically for School Improvement and continuous professional development.	E		X	X		
Lead and manage effectively in an environment of high accountability.	E	X	X	X		
Manage the implementation of change effectively and sensitively.	E	X	X	X		
Demonstrate the ability to manage, motivate and support individuals and teams effectively.	E	X	X	X		
Deal effectively with underperformance, in accordance with relevant policies and procedures.	E	X	X	X		
Understand and interpret complex data to inform effective decision-making.	E		X	X		
Maintain a clear strategic financial overview of the school.	E		X	X		
Operate with financial astuteness, within a clear set of principles centred on the school's vision.	E	X		X		

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PERSON SPECIFICATION (CONTINUED)

CRITERIA	E/D	HOW MEASURED				
		A	I	T	R	C
SKILLS AND ABILITIES (CONTINUED)						
Demonstrate a wide range of high-level communication skills including new technologies.	E		X	X		
Promote and foster a positive school culture.	E		X	X		
Seek and maintain effective multi-agency partnerships and collaboration, to share and disseminate best practice throughout the whole school and beyond.	D		X	X		
OTHER						
Ability to champion a culture which is inclusive, supportive, promotes diversity and equality, with ambitious expectations for all pupils.	E	X	X			
Evidence of ability to form and maintain appropriate relationships and personal boundaries with children and staff.	E		X	X		
Abide by the Framework for Ethical Leadership in Education and the Seven Principles of Public Life (The Nolan Principles).	E	X	X			
Evidence of emotional resilience in working with children and staff exhibiting challenging behaviour.	E		X	X		
Ability to effectively implement safeguarding legislation and develop a culture of safeguarding awareness, risk assessment and management.	E		X	X		
Ability to coach and develop all school staff appropriately.	E	X	X			
Demonstrate the promotion of positive behaviour strategies and constructive handling of problems.	E	X	X			
Evidence of actively involving all staff, parents, Governors and the community in the life and work of the school, other schools and networks.	E		X	X		
Experience of implementing Equal Opportunities and other legislation essential for the health, safety and wellbeing of the school community.	E	X	X			



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GET IN TOUCH

If you would like to find out more about working at Bingley Grammar School or have any questions about the recruitment process, please contact our recruitment team.

TELEPHONE
01274 807700

EMAIL
recruitment@bingleygrammar.org

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