



APPLICANT INFORMATION PACK

Bordesley Green Girls' School & Sixth Form
Head Teacher

June 2026



June 26

Chair of Governor's Foreword

On behalf of the Governing Body, I am delighted to introduce this exceptional opportunity to lead Bordesley Green Girls' School & Sixth Form.

As a governing body, we are immensely proud of the school's strong sense of purpose, its inclusive ethos and the positive impact it has on the lives of young people and the wider community. The school is characterised by high expectations, strong relationships and a deep commitment to ensuring that every pupil is supported to achieve her full potential.

We are ambitious for the future. Our strategic vision reflects a clear commitment to delivering high-quality education, broadening opportunities for all pupils and strengthening our contribution to the wider education system. We recognise the importance of maintaining a curriculum that is both academically rigorous and inclusive, underpinned by excellent teaching, strong pastoral care and a focus on personal development.

Our next Headteacher will play a pivotal role in building on these strengths and leading the school with integrity, clarity and ambition, supported by the Governing Body. We have strong governance, effective strategic oversight and collaborative leadership, and we look forward to working closely with the successful candidate.

This is a rare opportunity to lead a school with a strong foundation, which has a clear sense of direction and a community that is united in its ambition: *bringing girls greater success*.

**Dr M Ally
Chair of Governors**





Bordesley Green Girls' School and Sixth Form at a Glance

Our School

- 11–18 comprehensive girls' school with Sixth Form
- 968 students on roll, including 324 in the Sixth Form
- Oversubscribed and highly regarded within the local community
- Specialist Hearing Resource Base commissioned by Birmingham Local Authority
- UNICEF Rights Respecting School Silver Award

Our Community

- 93.6% of students speak English as an Additional Language
- Over 60% of students eligible for Pupil Premium
- Increasing SEND and SEMH needs, supported through a highly inclusive approach
- A diverse, multicultural school community that celebrates difference and promotes equality

Our Outcomes

- Progress consistently amongst the highest nationally
- Key Stage 4 progress within the top 20% of schools nationally
- Strong attainment across Key Stage 4 and Sixth Form
- Exceptional outcomes for disadvantaged students
- 98% progression into education, employment or training post-16
- Strong progression into higher and further education

Our Strengths

- A culture of high expectations and ambition
- Evidence-informed teaching and learning
- Inclusive curriculum and pastoral provision
- Strong relationships with students, families and the wider community
- Committed and experienced staff
- Supportive and ambitious governing body

Our Future

We are ambitious to become a recognised centre of excellence for inclusive education, curriculum innovation and leadership development, while continuing to secure exceptional outcomes and opportunities for every student.



**Headteacher
January 2027
Salary: L33 to L39**

Bordesley Green Girls School and Sixth Form, Bordesley Green Road, Birmingham, B9 4TR

This is an exceptional opportunity to lead a school with a strong moral purpose, a clear strategic direction and a shared ambition to ensure that every pupil thrives—academically, socially and personally—*bringing girls greater success, now and in the future.*

We are seeking a Headteacher who:

- Is an inspirational and visionary leader with a clear moral purpose
- Has a proven track record of securing excellent outcomes and sustained improvement
- Has deep expertise in curriculum, pedagogy and assessment to drive high-quality education
- Can lead a culture of high expectations, positive behaviour and strong personal development
- Demonstrates strong strategic leadership, including financial and organisational oversight
- Is an exceptional communicator who builds trust and strong relationships across the school community

The successful candidate will:

- Build on the school's strong track record of academic success.
- Further strengthen the quality of education across all key stages.
- Champion inclusion and ensure every student can thrive.
- Develop leadership capacity at all levels.
- Strengthen partnerships with families, community organisations and educational partners.
- Lead the school confidently through future opportunities and challenges.
- Continue to establish Bordesley Green Girls' School and Sixth Form as a beacon of excellence within Birmingham and beyond.

In return, we offer:

- Committed and skilled staff team dedicated to providing high-quality education
- Engaged, respectful pupils who are eager to learn and succeed
- A supportive and ambitious Governing Body
- A clear strategic framework to guide future development
- A school community that is proud, inclusive and forward-looking

Application Process:

Please enclose a letter (maximum 2 sides of A4, font Arial pt 11) with your application form that highlights your suitability and preparation for this post.

We regret that we are unable to accept CVs.

This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent spoken English is an essential requirement for this role.

School visits:

School visits are welcomed and encouraged. Please contact the Main School office on 0121 464 1881 to arrange a suitable date.

Dates available:

Thursday 18th June
Monday 22nd June or
Thursday 25th June



Application Deadlines:

Interested candidates should email their completed application form to hr@bordgrng.bham.sch.uk by **Tuesday 30th June at 9am.**

Interview dates: **Wednesday 8th July & Thursday 9th July**

An applicant information pack and application form can be downloaded from our website at www.bordgrng.bham.sch.uk. Applicants are kindly requested to contact their referees so that references are received in advance of the interview dates.

If you have not received a response within 10 working days of the closing date, then please assume that your application has not been shortlisted on this occasion.

An online search will be carried out on short-listed candidates to help identify any incidents or issues that can be discussed at interview.

Bordesley Green Girls' School and Sixth Form School is committed to the safeguarding and welfare of children and young people and expects all staff and volunteers to share this commitment. An enhanced DBS clearance is required for all successful applicants. This post is exempt from the [Rehabilitation of Offenders Act 1974](#)





Job Description – Headteacher

JOB PURPOSE

The Headteacher is 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 so as 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 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 regulations and the school's policies and the overarching need to obtain value for money.

The Headteacher will carry out his/her 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.

The Headteacher is expected to demonstrate consistently high standards of principled and professional conduct and uphold and demonstrate the Nolan Seven Principles of Public Life.

KEY DUTIES

School culture

- Establish and sustain the school's ethos and strategic direction in partnership with those responsible for governance and through consultation with the school community.
- Create 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.
- Ensure a culture of high staff professionalism.

Teaching

- Establish 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.
- Establish 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 pupils' knowledge and understanding of the curriculum.

Behaviour

- Establish and sustain 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.
- Implement consistent, fair and respectful approaches to managing behaviour.
- Ensure that adults within the school model and teach the behaviour of a good citizen.

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 culture and practices that enable pupils to access the curriculum and learn effectively.
- Ensure the school works 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 with regard to 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.
- 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.

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 their 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 pupils.

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 of all staff employed in the school.

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 but only after full consultation. 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.





Person

Method of Assessment (M.O.A.)

A = Application Form; T = Tasks and Activities; I = Interview

CRITERIA		Essential/D esirable	M.O.A .
EDUCATION/ QUALIFICATIONS NB: Full regard must be paid to overseas qualifications	First degree	E	A
	Qualified teacher status	E	A
	Recent and relevant CPD	E	A
	Further relevant study	D	A
	NPQH	D	A
KNOWLEDGE AND EXPERIENCE (Relevant work and other experience)	Career progression showing experience at different levels of senior leadership.	E	A
	Successful track record as a senior leader in a secondary school.	E	A,I
	Knowledge and understanding of current Ofsted Framework.	E	A,I,T
	Record of impact on school improvement planning and implementation.	E	A,I,T
	Successful track record of forging constructive relationships beyond the school, working in partnership with parents, carers and the local community.	E	A,I,T
	Be able to demonstrate a sound awareness and understanding of Keeping Children Safe in Education statutory guidance.	E	I,T
	Record of teaching in diverse communities	E	A
SKILLS AND ABILITIES Leadership and Management (staff)	Ability to set targets, inspire, motivate and challenge staff to achieve them and to have high expectations of their students.	E	A,I,T
	A commitment to equal opportunities and to the development of staff in the context of the schools' needs and their career aspirations.	E	I,T
	Ability to sensitively resolve conflict, professional and personal problems.	E	I,T
	Ability to implement structures and systems; delegate appropriately to secure effective curriculum delivery and accountability.	E	I,T



Leadership and Management (students)	Commitment to student personal safety, academic needs and achievement at the highest possible individual level.	E	I,T
	Inspire high student expectations while sensitive to individuals' challenges.	E	I,T
	Ability to analyse complex data and issues related to student attainment and progress and to develop effective strategies to resolve them.	E	I,T
	Demonstrate a high degree of understanding of the impact of systems and techniques for the monitoring of student performance, and a track record of deploying them into detailed plans with quantifiable targets.	E	A,I,T
Leadership and Management (curriculum)	A record of leadership and management within an inclusive school delivering high standards and educational excellence.	E	A,I,T
	Have a deep understanding of curriculum design, evidence-informed pedagogy and assessment	E	I,T
	Ability to manage and develop the curriculum, considering student needs, while striving for excellence.	E	I,T
Resource Management	Understand the need to manage and monitor the use of resources and be able to identify risks and ways of mitigating them.	E	I,T
	Understand the principles of budget building and value for money and have a commitment to balancing the budget annually.	E	A,I,T
	Knowledge and understanding of the statutory regulations controlling staffing, salary calculations and financial management.	E	I,T
	Ability to understand the impact of strategic decisions on resource allocations and overall expenditure.	E	I,T
Working in Partnership	Effective communication with staff, students, parents, carers, Governors, community organisations and external agencies.	E	A,I,T
	Forge constructive relationships beyond the school, working in partnership with parents, carers and the local community.	E	A,I,T



	Commitment to work successfully with other schools and organisations in a climate of mutual challenge and support.	E	I,T
	Establish and maintain working relationships with fellow professionals and colleagues across other public services to improve educational outcomes for all pupils	E E	I,T I,T
Accountability and Governance	Present information in a clear easy-to-read format, easy to understand so that pertinent questions can be asked by Governors, parents, carers and others.	E	A,I,T
	A track record of working closely with a Governing Body and its committees.	E	A,I,T
Other	A passion for teaching and learning and working with young people.	E	I,T
	A firm belief in the pursuit of academic excellence as a goal.	E	I,T
	Self-motivating and able to motivate, inspire and challenge others.	E	I,T
	Excellent interpersonal and communication skills.	E	I,T
	Ability to work under pressure and prioritise effectively	E	I,T
	Self-aware with conviction for own vision and approach and able to carry others towards the same goals.	E	I,T
	Ability to think analytically, strategically and creatively.	E	I,T
Confident, optimistic and resilient.	E	I,T	