



APPLICATION PACK

POSITION:
HEADTEACHER



**Churston Ferrers
Grammar School**

Learning to create a better world



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WELCOME

FROM THE STUDENT PRESIDENT

Dear Applicant

Thank you for expressing interest in joining our school.

Having been a Churston Student for six years now, I can say with utmost sincerity that choosing to come here was one of the best decisions I've ever made and there's nowhere else I'd rather be. I would hope, and expect, that if you were to join the team you'd feel the same way. It is challenging, and requires commitment; but ultimately these are good things, especially as you get back what you put in.

Churston is a place where staff and students alike foster an environment in which we all can thrive, in every sense of the word; the friendly, supportive and hard-working community established here is nothing but a testimony to that fact. A family whose educational and personal concerns of its members are a constant priority, we welcome newcomers with open arms so that we can all go forward together.

The foundations upon which this unique environment stands, and upon which we form the spirit of 'The Churston Way', are the school's values: Active Citizenship, Social Justice and Sustainability. While academic success is something that is always kept in mind - and certainly achieved - here, it is of equal importance that we uphold these values in everything we do. Students at Churston are encouraged to know that they can make a difference. We are emboldened to strive to be the best person we can be; regardless of who we are, what we are or where we came from. And we are always conscious of our impact on the world we live in, working where we can to reduce that impact so that we can have a bright future.

Representing these values, providing support is the role played by staff in the teacher-student symbiosis. Students look to teachers as role models, but also for guidance, to assist in their personal development and individual journeys. These are qualities we look for in those we wish to welcome into our school.

If you feel that you share our enthusiasm, drive, passion for education, and eagerness to help others, then you'll fit in perfectly, and we can't wait to meet you!

Lucas Tompson

Student President



WELCOME

FROM THE CHAIR OF GOVERNORS



Rob Tyler
Chair of Governors

Dear Applicant

Welcome to Churston Ferrers Grammar School, and thank you for your interest in the position of Headteacher.

Churston is a standalone academy and one of only two co-educational grammar schools in the South West of England. We have a longstanding reputation as a caring, inclusive and supportive school, offering unique opportunities to young people from all backgrounds to develop and thrive, both personally and academically.

Our highly talented senior leadership team and dedicated board of governors work together to develop strategy and continuous improvement, learning to create a better world, underpinned by our 3 principles: Social Justice, Active Citizenship, and Sustainability.

Consistently excellent student outcomes, well managed finances and a recent 'good' Ofsted inspection, make the vacancy for Headteacher at Churston a rare opportunity for the right applicant to lead our school into the future from a strong foundation.

We look forward to receiving your application.

VALUES

Our senior leaders and governing board are committed to continuous improvement and 'learning to create a better world' by developing strategy underpinned by our 3 core principles: Social Justice, Active Citizenship, and Sustainability.

OFSTED VIEWS

'Leaders provide a broad and ambitious curriculum. There are high expectations for what all pupils can achieve, including those with special educational needs and/or disabilities (SEND). Leaders have a clear vision for the intent of the curriculum.'

'Pupils are happy at school and enjoy strong relationships with staff. They are positive about the education they receive, both in and beyond the classroom.'

**OUR MISSION**

We offer a co-educational, academic education that opens doors for students from all backgrounds. We maximise academic success through a creative and supportive culture that welcomes and includes everyone in the school.

OUR VISION

We want our students to achieve more and be happier at Churston than at any other school, and to leave us with a passion for learning and a strong sense of social justice.

OUR ETHOS

We believe that happy, challenged and well supported students perform better, and are more caring towards each other. Student welfare is a priority and we are proud of our students' considerate and inclusive outlook.

HEADTEACHER

From 1st September 2023

Group 7: Range L31 – L39
(£92,596 - £112,601)

School Roll 1034 (284 in Sixth Form)



**Churston Ferrers
Grammar School**

Learning to create a better world

Churston Ferrers Grammar School sits in a beautiful rural setting close to the sea between Paignton and Brixham. We are a caring, inclusive, and supportive selective school, with strong academic credentials. We are a co-educational standalone academy, rated 'good' by Ofsted.

Churston Ferrers Grammar School is well known in the local area for its distinctive family feel, backed up by exceptionally strong pastoral care, which ensures that all students feel able to do their very best academically. This emphasis on student welfare is underpinned by a wide range of extra-curricular activities to build confidence and self-esteem. It is this combination of high academic standards within a relaxed and supportive environment that makes Churston Ferrers Grammar School so unique.

As the new Headteacher you will build on our ethos and make sure that our students achieve their academic and personal goals within a friendly and nurturing school which has their welfare at its heart.

Churston Ferrers Grammar School is an equal opportunities employer committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service check, and references will be taken for all shortlisted candidates.

Further details are available from the school website <https://churstongrammar.com> or Mrs Wolf (PA to Headteacher / HR Manager - vanessa.wolf@churston.torbay.sch.uk).

Applications should be addressed to Rob Tyler, Chair of Governors.

Closing date is 9.00 am on Friday 27 January 2023

Interviews will be held on 6 & 7 February 2023.

HOW TO APPLY

Please read the enclosed job description and person specification very carefully.

Please complete the Teaching Staff application form which can be accessed from our school website <https://churstongrammar.com/information/vacancies>. This will automatically be received by the school.

Please ensure your supporting statement relates to the competencies outlined in the person specification.

If you experience any technical issues in the completion of your application, please email support@churston.torbay.sch.uk with the subject title of 'URGENT – Headteacher application technical issues'.

CLOSING DATE FOR APPLICATIONS: 9 am on Friday 27 January 2023

INTERVIEW DATE: Monday 6 and Tuesday 7 February 2023

References

References will be taken for candidates shortlisted for interview prior to the interview date.

Churston Ferrers Grammar School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service check.

Visits

Visits to the school which will be conducted by the Chair of Governors and a member of our Senior Leadership Team are strongly recommended. Please contact Mrs Wolf (*PA to Headteacher / HR Manager* - vanessa.wolf@churston.torbay.sch.uk) or call 01803 842289 (option 3).

Queries

If you have any queries regarding this job vacancy or would like to discuss this post in further detail, in the first instance, please contact Mrs Wolf (contact details as above).

Thank you for your interest in our school. We look forward to receiving your application.

JOB DESCRIPTION

HEADTEACHER

Main purpose

To ensure all students receive the very best experience in terms of pastoral care, academic learning and personal development.

This will be achieved through the following: –

Leadership and Ethos

- To set the highest standards of professional behaviour in all dealings with the wider school community by modelling the vision and ethos of the school.
- To promote a culture of mutual respect and display a consistent commitment to an equitable culture where all stakeholders are able to contribute their views in a constructive and positive manner.
- To inspire and challenge all members of the school community to strive towards achieving the aims of the school.
- To display a passion for learning in all aspects of the role and to promote a passion for learning in others.
- To expect the highest standards of behaviour from all members of the school community whilst also having the emotional intelligence and compassion to understand we all make mistakes.

Strategic Planning

- To manage resources effectively and innovatively to ensure that all members of the school community can achieve their best.
- To ensure that there are clear strategic plans that reflect the views of the school community and to ensure that these are effectively communicated.
- To ensure that the financial plans and resource organisation are focused on achieving the wider aims of the school.
- To ensure that the school is kept well informed about changes to educational policy and educational trends.
- To ensure that the school is compliant with all legislation.
- To maintain and build relationships with the wider educational community to the mutual advantage of all students.

JOB DESCRIPTION continued

HEADTEACHER

Teaching and Learning

- To encourage the highest standards of teaching and learning through modelling a strong commitment to life-long learning.
- To ensure that all staff are provided with the support and development required for them to be effective in their role.
- To allocate the resources of the school in the most effective manner so that students are able to thrive both academically and personally.
- To ensure that all students, whatever their disadvantage or social background, can access the curriculum, enjoy learning and make excellent progress.
- To have a relentless drive to ensure that all classroom practice is of the highest standard.
- To encourage and develop a culture where all staff share good practice and take responsibility for self-improvement.
- To encourage and develop a school culture that celebrates progress, attainment and care for others.

Leading and managing staff

- To ensure that there are robust systems in place that help support and develop all staff.
- To ensure that systems are in place to attract and retain the very best staff.
- To ensure the highest standards of professional conduct from all staff by modelling good practice and ensuring expectations are effectively communicated and monitored.
- To encourage an atmosphere of collaboration through the effective use of INSET and engagement with wider educational partnership groups.
- To develop a culture where all staff recognise that they have a significant contribution to make to the success of the school.
- To manage underperformance effectively and constructively.

PERSON SPECIFICATION

HEADTEACHER

Criteria	Essential	Desirable	Evidence
Qualifications	<ul style="list-style-type: none"> ✓ Degree ✓ Teaching qualification ✓ Achieved NPQH (for candidates applying for first headship) 	<ul style="list-style-type: none"> ✓ Higher qualification in education and/or management 	<ul style="list-style-type: none"> ✓ Application form ✓ Certificates
Experience	<ul style="list-style-type: none"> ✓ Significant and successful experience at senior leadership level e.g. as a Headteacher, Interim Headteacher or Deputy/Assistant Headteacher ✓ Proven track record of raising educational standards ✓ State secondary school experience 	<ul style="list-style-type: none"> ✓ Experience of leadership in an academy ✓ Experience in at least two schools ✓ Experience in a co-educational school 	<ul style="list-style-type: none"> ✓ Application form ✓ Letter of application ✓ Selection process ✓ References
Shaping the future	<ul style="list-style-type: none"> ✓ Capacity to recognise and build on the considerable successes of the school ✓ Ability to formulate a vision for innovation and improvement, whilst nurturing and maintaining the ethos of the school ✓ Experience of successfully leading change and inspiring others, utilising the knowledge and experience of staff to ensure continual improvement ✓ Creative approach to problem-solving, both financial and in teaching & learning. 	<ul style="list-style-type: none"> ✓ High profile in school and community ✓ Proven track record of change management 	<ul style="list-style-type: none"> ✓ Letter of application ✓ Selection process ✓ References
Developing self and working with others	<ul style="list-style-type: none"> ✓ Ability to set appropriate and challenging targets ✓ Capability to make and take decisions ✓ Commitment to the encouragement, empowerment and training of staff by creating a climate of open communication where people feel able to express their views ✓ Commitment to own self development 	<ul style="list-style-type: none"> ✓ Experience of developing a CPD programme 	<ul style="list-style-type: none"> ✓ Letter of application ✓ Selection process ✓ References

PERSON SPECIFICATION continued

HEADTEACHER

Criteria	Essential	Desirable	Evidence
Managing the organisation and the wider community	<ul style="list-style-type: none"> ✓ Capacity to build and manage high performance teams ✓ Knowledge and experience of financial management ✓ Ability to use and develop strong and effective management systems underpinned by clear communication ✓ Ability to produce and implement appropriate improvement plans and policies ✓ Capacity to manage and motivate staff to create a happy and supportive working environment ✓ Commitment to the continuation of our strong links and partnerships with governors, staff, parents, students, the wider community, other schools/academies and international work 	<ul style="list-style-type: none"> ✓ Experience of promoting community /multi-agency links 	<ul style="list-style-type: none"> ✓ Letter of application ✓ Selection process ✓ References
Securing accountability	<ul style="list-style-type: none"> ✓ Ability to delegate responsibility with accountability ✓ Capacity to sustain the ongoing improvement of results 		<ul style="list-style-type: none"> ✓ Letter of application ✓ Selection process ✓ References
Personal qualities & attributes	<ul style="list-style-type: none"> ✓ A strong, positive personal impact, conveying authority, confidence, approachability, warmth and humour ✓ Flexibility and an ability to adapt to changing circumstances and new ideas ✓ A commitment to embrace an inclusive culture and ensures this is woven into everything the school does ✓ Effective communication skills with an open-door policy ✓ High emotional intelligence ✓ Ability to separate personal emotions from work decisions and interactions 	<ul style="list-style-type: none"> ✓ A passion for selective education, especially for students from deprived backgrounds 	<ul style="list-style-type: none"> ✓ Letter of application ✓ Selection process ✓ References
Safeguarding children	<ul style="list-style-type: none"> ✓ Commitment to safeguarding and promoting the welfare of children and young people 		<ul style="list-style-type: none"> ✓ Letter of application ✓ Selection process ✓ References

PERSON SPECIFICATION continued

HEADTEACHER

Criteria	Essential	Desirable	Evidence
Leading Teaching and Learning	<ul style="list-style-type: none"> ✓ Ability to lead and promote high quality teaching and learning as an inspiring role model to students and staff ✓ Ability to take a strategic role in the development of new and emerging technologies to enhance and extend the learning experience of students ✓ Commitment to include and make a positive difference for every child ✓ Capacity to demonstrate students understand and can respond to the realities of modern teenage life ✓ Proven experience of implementing curriculum changes 	<ul style="list-style-type: none"> ✓ Experience of implementing a comprehensive approach to reading 	<ul style="list-style-type: none"> ✓ Letter of application ✓ Selection process ✓ References



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Telephone: 01803 842289

secretary@churston.torbay.sch.uk

<https://churstongrammar.com>

Headteacher

Mr Kieran Earley, MA, NPQH

Chair of Governors

Mr Rob Tyler