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| **Dobwalls CP School**    **Headteacher**  **Candidate Information** |
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**About our School**

Thank you for your interest in the position of Headteacher.

****Dobwalls is a happy, vibrant school located in the heart of a rural Cornish village approximately 2 miles from the nearest town of Liskeard.

The school has a long history dating back to 1880. The first register was taken on Monday 5th July and contained the names of 52 local children.

Since then the school has grown in both size and number; currently we have 201 pupils on roll from Foundation Stage (age 4) through to Year 6 (age 11).

The school is organised into seven classes, which means that the classes only contain pupils from one year group. The teachers provide appropriate levels of work for all ages and abilities within their classes and our pupils are encouraged to achieve their maximum potential.

Gradually the school has grown from the original small 3-room building opened in 1880 to the site you see today; the latest project, a new Nursery building having been completed in May 2011. The grounds still look out onto the surrounding countryside but they too have changed and now incorporate an array of play equipment, cultivated garden areas, a sensory area, nature trail and wild life area.

Throughout this growth we have retained the strong links with the village community which began over 140 years ago. Staff and pupils have regular involvement in local events and are constantly reaching out to create new links beyond Dobwalls.

**Our Character**

As a school with a character based ethos of developing children who are enabled to succeed in life we deliver our curriculum through 'SECRET’ skills. We value everyone as a contributor and we celebrate their unique qualities whilst striving to enable every individual to develop portable skills that will stay with them throughout life. We do not just focus on the content that your child needs to learn but also on how they become more effective learners so that they are better prepared for a lifelong love of learning. Our ‘SECRET’ skills promote opportunities and experiences that challenge, support and develop the personal talents, abilities and needs of each individual.

Our experienced staff team are passionate about learning and we believe the best learning happens not just from teachers but from each other; each individual has something valuable to teach another. We encourage everyone to model and promote these learning habits to enthuse the next generation of learners; shifting the responsibility for learning to learn from the teacher to the learner and developing the appetite and ability to seek more knowledge and understanding of the world we live in a variety of different ways. At Dobwalls we believe this will improve your child’s academic success for today and lay the foundations for them to succeed in the future.

Underpinning our ethos for learning are our high expectations and standards of behaviour. We strive for behavioural excellence from the children in our care and children are expected to care for and support each other throughout the school. Our members of staff - teachers, teaching assistants, school leaders, lunch time staff, governors, office staff and cleaners take time to listen to and support one another; modelling positive relationships throughout the school. All members of our school community are expected to follow our Diamond Rules:

* Care and respect everyone and everything
* Follow instructions with thought and care
* Show good manners at all times.

By following these rules, your child will be part of a community that is safe, caring and well disciplined. We are committed to creating an environment where your child develops a strong sense of what is right and wrong, so that they can contribute successfully to society, far beyond the school gates. We recognise that as a school we are only part of the wider community of people who guide, support and educate a child. Therefore, we pride ourselves on the effective communication and partnerships we have developed as a school that serves the children and families of Dobwalls and the surrounding areas. We are committed to the holistic development of your child and these partnerships are fundamental in helping a child to fully engage in their learning as well as supporting the growth of their personal, social and emotional qualities. We are an example of how a group of different individuals endeavour to create a secure, inspiring environment that is a fun place to be.

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As a fully inclusive school we welcome children and families from all walks of life. Regardless of your child’s ethnicity, religion or ability, you are equally welcomed and valued. It is our responsibility to identify your child’s particular needs and we are dedicated to tailoring an education for them that consists of the best learning experiences. We want to create lifelong memories that instil a passion and excitement for learning so that your child arrives in the morning and leaves at the end of every day with a smile on their face.

**Our Shared Values**

Dobwalls is proud to be a member of the SMART Multi Academy Trust: Six schools in South East Cornwall working together in collaborative partnership. Together with Saltash Community School, Liskeard School & Community College, Trewidland Primary and Pre-School, Looe Community Academy and Landulph Primary School.

If successful at interview you would join our Trust Wide Senior Leadership Team and play an instrumental role in shaping the future direction of our shared principles and values. As part of this team you will conduct peer reviews within each other’s schools and engage in professional discussions with a strong and supportive network of leaders.

Through our work we have developed a shared vision and shared set of principles as described on the Trust website: <https://www.smart-trust.net/vision-principles/> and summarised as EQUIP.

It is a core aim of SMART Trust, that each school has its own distinctive identity and the freedom to develop ideas that best meet the needs of its own community. This means that when we come together to share our experiences, the range of possible models of education we can consider is so much greater. As a Trust we support and encourage innovation and support you in realising your own vision for education within our shared principles.

The work required to raise the aspiration, progress and attainment at Dobwalls is still considerable and although an enormous amount has been achieved over recent years, the school still requires a leader who is determined and resilient. We are looking for a lifelong learner who can lead through example and inspire through their vision for education. Someone who is professionally curious, can evaluate sound pedagogy and can fuel enthusiasm through genuine excitement and pride in the achievements, ideas and successes of others.

Our next Headteacher will develop their own distinctive vision for Dobwalls and lead the school away from ‘Requires Improvement’ and on to ‘Outstanding performance’ by creating an environment in which all staff and students are inspired to learn, challenged to do their best and encouraged to succeed.

**Job Description**

**Post:** Headteacher

**Responsible to:** Chief Executive Officer

**Salary:** Negotiated salary within L10 – L15

dependent on experience

**Start Date:** 1 September 2021 depending on current contract

# Overall Purpose and Accountability

To provide professional Leadership and Management of the Academy securing foundations that support high standards in all areas of the Academy’s work and to support the Chief Executive Officer in the efficient and effective delivery of the Trust’s vision, strategic aims and corporate plan; to uphold and model the Trust’s values and to provide outstanding leadership across the organisation.

# Key Accountabilities Strategic Leadership and shaping the future

* Provide vision, leadership and direction.
* Effectively lead teaching and learning.
* Promote excellence, equality and high expectations of all students.
* Deploy resources to achieve the Academy’s aims within the context of the Trust.
* Evaluate Academy performance and identify priorities for continuous improvement.
* Take collective responsibility for continuous improvement of the Trust as part of the wider senior team.
* Carry out day-to-day management, organisation and administration.
* Secure the commitment of the wider community.
* Create a safe and productive learning environment that is engaging and fulfilling for all students.

# Qualities and Knowledge

* Hold and articulate clear values and moral purpose, focused on providing a world class education for the students they serve.
* Demonstrate optimistic personal behaviour, positive relationships and attitudes towards their students and staff, and towards parents, governors and members of the local community.
* Lead by example - with integrity, creativity, resilience, and clarity - drawing on their own scholarship, expertise and skills, and that of those around them.
* Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development.
* Work with political and financial astuteness, within a clear set of principles centred on the Academy’s vision, ably translating the Trusts vision and national policy into the Academy’s context.
* Communicate compellingly the Academy’s vision and drive the strategic leadership, empowering all students and staff to excel.
* Treat people fairly, equitably and with dignity and respect to create and maintain a positive culture.
* Work as a positive team player, demonstrating mutual respect and integrity for others whilst maintaining open and effective communication at all levels in the Trust.



# Students and Staff

* Demand ambitious standards for all students, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on students’ outcomes.
* Secure excellent teaching through an analytical understanding of how students learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and students’ well-being.
* Establish an educational culture of ‘open classrooms’ as a basis for sharing best practice within and between the Academies in SMART, 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 making full use of opportunities for leadership in the Trust.
* Hold all staff to account for their professional conduct and practice.

# Systems and Processes

* Ensure that the Academy’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 students and staff, focused on safeguarding students and developing their exemplary behaviour in the Academy and in the wider society.
* Collectively establish common rigorous, fair and transparent systems and measures for managing the performance of all staff in the Trust, addressing any under-performance, supporting staff to improve and valuing excellent practice.
* Welcome strong governance and actively support the local governing committee in performing its role and delivering its functions effectively – in particular supporting the Trust Board in holding the Headteacher to account for student, staff and financial performance.



* Exercise strategic, curriculum-led financial planning to ensure the equitable deployment of budgets and resources, in the best interests of students’ achievements and the Academy’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.

# The Self-Improving School System

* Create an outward-facing Academy which has its own clear identity whilst retaining strong alignment to the Trust, working with other Academies in SMART and beyond in a climate of mutual challenge, to champion best practice and secure excellent achievements for all students across the wider organisation.
* Develop effective relationships with fellow professionals and colleagues in other public services to improve academic and social outcomes for all students.
* Challenge educational orthodoxies in the best interests of achieving excellence, harnessing the findings of well evidenced research to frame self-regulating and self-improving schools.
* Shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff.
* Model entrepreneurial and innovative approaches to school improvement, leadership and governance, confident of the vital contribution of internal and external accountability.
* Inspire and influence others - within and beyond the Academy - to believe in the fundamental importance of education in young people’s lives and to promote the value of education.

**Person Specification**

**SMART Schools Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.**

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|  | **Essential** | **Desirable** |
| **Qualifications** | Qualified Teacher Status and good Honours Degree or equivalent. | NPQH or relevant postgraduate qualification. |
| **Experience** | * Substantial successful teaching experience within the primary age range. * Successful recent experience of whole school leadership. * Proven track record of leading sustained school improvement. * Proven track record in a school that has secured a “Good” or “Outstanding” judgement and hence can articulate what an ‘Outstanding’ school is. * Experience of leading and managing whole school improvement that had proven impact with or without the use of new innovation. * Experience of performance management processes to maximise the contribution of colleagues. | * Experience of working in more than one school or educational setting with management responsibilities. * Proven track record of developing community links. * Experience of working collaboratively within a Trust. * Experience of working in a challenging school. |
| **Skills** | * Proven ability to drive sustained improvements in teaching and learning. * Proven ability to analyse and interpret student performance data, set challenging targets, devise and oversee effective intervention strategies and monitor outcomes. * Ability to empower, challenge and motivate staff to become high performing as individuals and as teams. * Ability to develop, embed and maintain systems and processes to ensure excellent outcomes are delivered. * Ability to communicate vision confidently, clearly and passionately. * Use of ICT for analysis, presentation and retrieval of information. * Ability to effectively prioritise and develop effective changes in practice through longer term strategic planning rather than short term apparent gains. | * Ability to build and develop strategic partnerships. * Proven ability to build capacity in colleagues through coaching or mentoring and brokering/delivering INSET. * Strategic management of school budgets and resources. * Publicising children’s achievements. |
| **Knowledge** | * Thorough knowledge of the statutory requirements and relevant legislation relating to school leadership and management, including health and safety, child protection and safeguarding. * Understanding of current issues in education. * Regular engagement in professional reading. | * Regular engagement in new ideas and established pedagogy nationally and internationally. |
| **Personal qualities and attitude** | * Strong personal presence. * Determination and commitment with an exceptional capacity for productive work. * Sense of personal drive and ambition. * Approachability and integrity. * A deep belief in the ability of all children and staff to excel. * Reflective practice and ability to seek and receive praise, constructive criticism and feedback. | * Enjoys being highly visible and meeting with a range of audiences. |

 

# How to Apply

For further details, please contact Heather Read, School Business Manager on 01579 320527 or by email: **secretary@dobwalls.cornwall.sch.uk.**  Alternatively, please visit the School website: <https://dobwalls.eschools.co.uk>

A fully completed form and letter of application should be sent to Chloe Callard, Senior HR & Finance Officer, by **12 noon on 15th January 2021.**

Please send your application by email to: **chloe.callard@smart-trust.net**

or alternately by post to:

Chloe Callard

SMART Schools Trust

c/o Liskeard School and Community College

Luxstowe

Liskeard

Cornwall

PL14 3EA

**Interview dates are planned for Thursday 28th and Friday 29th January 2021**

We would welcome school visits to the school from prospective candidates within the current conditions of our Covid-19 risk assessment. Please contact Heather Read using the contact details provided above. The school address is:

Dobwalls Community Primary School

Dobwalls

Liskeard

Cornwall

PL14 4LU

For more information regarding SMART Multi Academy Trust, please visit our website at [www.smart-trust.net](http://www.smart-trust.net) or contact the Senior HR & Finance Officer using the contact details given above.