



DRIFFIELD JUNIOR SCHOOL



Headteacher Recruitment Pack

April 2024

Caring, Learning, Sharing – Success for all



Letter from the Chair of Governors

Dear Applicant,

Thank you for your interest in the post of headteacher at Driffield Junior School. This vacancy has arisen as our highly respected headteacher retired at the end of the Spring term after almost 10 successful years in post. We are seeking to recruit an exceptional leader to join our large Junior School, from January 2025.

We are proud of our school, staff and pupils and are looking for a new headteacher to lead and further develop our successful school. We aim to give each child the very best start in life to enable them to go on to be confident, successful and responsible adults. Our children are at the heart of everything we do and our staff are dedicated, positive and committed to achieving the best outcomes within a safe and nurturing environment.

Our school is a maintained school with the East Riding of Yorkshire Local Authority, situated in the market town of Driffield, a rural yet expanding community. We occupy a large site, with extensive grounds and are developing the outdoor space to create an outdoor learning area.

We are seeking a new headteacher to keep our enthusiastic, well behaved and confident children at the heart of our work and to shape the future of our good school as it grows. You would be very well supported by our dedicated and experienced team of staff and governors as well as the Driffield cluster of schools, our School Improvement Partner and the wider services of the East Riding or Yorkshire Local Authority.

The school was rated Good by OFSTED in 2023. Pupils at this school are happy and safe. They work cooperatively in lessons and respond swiftly to teachers' instructions. Pupils think the school's behaviour policy is fair.

We are seeking to appoint an inspirational headteacher with strong leadership and managerial skills and the ability to inspire, challenge, motivate and empower others to reach their full potential. If you are an experienced leader and are ready for this exciting challenge, we look forward to hearing from you.

Jeanine Furbank
Chair of Governors.





About our school

Driffield is a market town located in the East Riding of Yorkshire, England. Known as the Capital of the Yorkshire Wolds, the town is known for its agricultural heritage, vibrant market, and picturesque surroundings. With its charming streets, historic buildings, and welcoming community, Driffield is a popular choice for families with children. It was named in the top places to live by The Times in 2019.

The catchment area for Driffield includes two infant schools, a junior school, and a prominent senior school with sixth form facilities.

Driffield Junior School is an East Riding of Yorkshire Council maintained school and we currently have 514 pupils on roll. The school occupies a large site which has a combination of traditional (Victorian) and modern facilities (built between 2002 and 2006) with extensive grounds. The school is looking forward to celebrating the 150th anniversary of the opening of the original buildings in September 2024.

Our school vision is based on the key principles of **Caring, Learning, Sharing - Success for All**. We believe that, by abiding by these principles, we allow everyone in our school environment to feel happy and safe, and experience joy and success in their school life.



The school is organised into four-year groups with Year 3 and Year 4 forming the lower school and Year 5 and Year 6 forming the upper school. They are organised into mixed ability classes with usually between twenty-five and thirty pupils in each class.

Pupils enjoy a variety of individual, group and whole class teaching approaches depending upon which is thought to be the most appropriate for the needs of the children and which is the best use of teacher time. Each year group has a designated Year Leader who will be one of the class teachers in that year group and that teacher will manage all activities in that area of the school. In addition, there is also a programme of support for children in the school including specific support for children with special educational needs.





We have before and after school wraparound care and a range of lunchtime and after school clubs including choir, reading, card games.

There are various sporting teams including: -

- Football
- Hockey
- Netball
- Cricket

all of which are well supported by pupils.

We strongly believe in developing our partnerships with parents, carers and governors to ensure our school delivers the best education it possibly can, to allow all of the children that come here the opportunity to learn and achieve as highly as possible and be successful in the next stage of their education, and in their life as an adult.

We have an active Parent School Association which is well supported and has fundraising activities to support the school throughout the year. The school also holds an annual fun run which pupils and staff enjoy.



Our school has an established and supportive Leadership team comprising a headteacher, deputy headteacher, 4 x year leaders, SENDCo, child and family support (DSL) and a school business manager.

Our Ofsted Inspection in April 2023, which confirmed that we continue to be Good, reported that *'Pupils, staff, governors, parents and carers are proud of the friendly and caring ethos in the school. Leaders have high expectations of pupils. Pupils happily come to school to work hard and do their best.'*





What our pupils say about...

Our school is...



Our new headteacher should be...





What our staff say about the school...

Drifffield Junior School
has many, many
incredibly skilled staff.

Member of SLT

You won't find a
friendlier team in the
whole of the East
Riding.

Teacher

Supportive children and
staff who work together
for a hardworking,
happy school.

Teacher

We are a supportive team.
There is ALWAYS someone
who is able to help and we
look after each other. The
children are thoughtful,
helpful and kind. We have a
wide range of resources and
support.

Year Leader

Team work and
friendliness!

Teaching Assistant



Driffield Junior School

Headteacher Job Description

Purpose:

- To provide vision, leadership and direction for the school.
- With the governing board, to be responsible for creating and maintaining a productive learning environment which is engaging and fulfilling for all pupils, promoting the highest possible standards, and fostering the continuous improvement of the quality of learning offered by the school.

Accountable to:

- The governing body.

Accountable for:

- Standards, progress and well-being of all pupils and all staff and for all resources.

Professional Conduct

- To uphold public trust in school leadership and develop high standards of behaviour from pupils, based on rules and routines that are underpinned by clear expectations, and ensure these are understood and demonstrated by staff in school.
- To promote effective relationships with all pupils, staff, governors, parents, other schools, the local community, the Local Authority and other external bodies to enhance the positive image of the school and the development of the education system.

School Culture and Ethos

- To treat everyone fairly and equitably, with dignity and respect to create and maintain a shared school culture and positive climate which motivate pupils, staff and all other members of the school community.
- To nurture all children so that they reach their goals by sustaining a culture of high expectations and aspirations that lead to an excellent education for all pupils.
- Establish effective curriculum leadership, developing subject leaders with high levels of relevant expertise with access to networks and communities.
- To maintain the positive ethos throughout the school so that pupils take pride in their school, their work and their behaviour.
- To establish and/or maintain the policies and procedures that secure the safeguarding and welfare of every child.

Curriculum, Teaching and Assessment

- To ensure that statutory requirements for the curriculum are met and that the curriculum is ambitious and relevant to the needs of all pupils so that it promotes and sustains a thirst for knowledge and understanding and a love of learning.



- To ensure that excellent teaching within a broad and balanced curriculum, accompanied by effective provision for spiritual, moral, social and cultural development, assists all pupils to prepare for life in modern Britain.
- To understand what good and outstanding teaching and learning looks like and to be able to communicate this effectively to all staff and governors.
- To ensure that assessment information is used effectively to improve the curriculum and teaching and learning of all pupils.
- To ensure that teachers and adults have the appropriate knowledge and skills to ensure that pupils with additional needs and Special Educational Needs and Disabilities access an inclusive curriculum that enables them to learn effectively.
- To ensure that pupils with any additional needs and those with defined Special Educational Needs and Disabilities achieve well from their individual starting points.
- To ensure that the school meets all requirements and statutory duties outlined in the SEN Code of Practice.
- To ensure that parents and carers are regularly provided with sufficient information to understand how well their children are progressing and what they can do to help improve learning.

Professional Development

- To ensure that staff have access to high-quality, cost-effective professional development opportunities that align to individual needs and that of the whole school development planning process.
- To ensure that professional development helps to build capacity and sustain school succession planning.
- To provide support, professional development, guidance and challenge to all staff, embracing opportunities to engage critically with educational research to provide the very best for all pupils.

School Development

- Working with all stakeholders, create a vision for the school that provides direction for all aspects of the life of the school based on its context and needs.
- To be responsible for the day-to-day management, organisation and administration of the school and ensure the rigorous implementation of well-focused improvement plans, based on robust self-evaluation.
- To treat staff fairly, equitably and with dignity managing systems to ensure their well-being and their workload is well managed.

Governance

- To work with and support the governing body enabling them to provide clear strategic direction for the school, hold the headteacher and leaders to account for school improvement and ensure the school fulfils all its statutory responsibilities.
- To work alongside the School Business Manager to ensure sound financial management of the school's budget.

In addition, the post holder will be expected to uphold all the Headteachers' Standards.



Driffield Junior School Headteacher Specification

	Essential	Desirable	Application	Interview or task	Reference
Qualifications and Training					
Degree level qualification	X		X		
Qualified Teacher Status	X		X		
Evidence of further leadership qualifications e.g. NPQs		X	X		
Experience and Skills					
Current, successful strategic leadership experience within a primary or junior aged setting.	X		X	X	
A successful track record of leading and managing change to deliver strategies to improve measurable outcomes.	X			X	X
Experience of promoting effective working relationships with all stakeholders and partner agencies.	X		X		X
Demonstrated ability to inspire and effectively lead colleagues in professional development.		X	X		X
Experience of actively promoting staff well-being and managing own workload.			X	X	
Excellent communication and organisational skills.	X			X	
School Leadership, Management and Development					
Commitment to an enriching, ambitious and creative curriculum, relevant to the needs and interests of all pupils.	X		X		
Strong curricular leadership, with a knowledge of how to develop subject leaders with high levels of expertise.	X		X	X	
Demonstrate a commitment to inclusion and equal opportunities for all pupils in the school, in order to achieve the highest personal achievement of every child.	X		X	X	



	Essential	Desirable	Application	Interview or task	Reference
Experience of using assessment, monitoring, and evaluation appropriately to improve pupil outcomes.	X		X	X	
Experience of working with staff and governors to create evidence informed plans, policies and procedures that help to raise standards across school.		X	X	X	
Evidence of leading on focused improvement strategies which have led to sustained improvement over time.	X		X	X	
Proven ability to listen to, understand, inspire and work effectively with the school and wider community.	X		X		X
Knowledge and understanding of the statutory frameworks which set out their professional duties and responsibilities.	X		X	X	
The ability to hold difficult conversations and dealing with conflict whilst sustaining positive relationships.		X	X	X	X
Governance					
An understanding of the importance of working proactively and professionally with the Governing Body.	X			X	
Able to demonstrate an understanding of school finances, recognising the need to use public funds effectively and efficiently.	X		X	X	
Safeguarding					
Experience of safeguarding and promoting the welfare of children and young people and developing a safe and supportive school environment.	X		X	X	

This school is committed to safeguarding and promoting the welfare of all children and staff.
The appointment is subject to the receipt of a satisfactory Enhanced DBS disclosure.



The Role

Our headteacher retired in March 2024 following a very successful tenure of almost 10 years, resulting in Driffield Junior School consistently being judged by Ofsted to be a good school. The Governing Body is now seeking to appoint a headteacher who will build upon previous successes and continue to develop our dynamic and forward-looking school.

Driffield Junior School is a large 7-11 Junior School with 514 children currently on roll. Our key principles are 'Caring, Learning, Sharing - Success for All' and we believe that, in abiding by these principles, we are endeavouring to ensure that everyone in our school community develops a life-long love of learning. The appointed headteacher will continue to recognise these principles and will lead established and hard-working staff teams that take pride in the school and believe in striving to fulfil the potential of every child. We want every pupil in our school to feel happy and safe, and to experience joy and success during their time at Driffield Junior School.

You will:

- be approachable, building strong relationships with children, staff, parents, governors and the wider community.
- have the skills to lead, manage, value and develop our highly effective educational and support staff teams.
- have experience of managing budgets.
- be a reflective and inspirational leader who has children's learning and emotional well-being at the heart of every decision.
- continue our culture of high expectations of attainment and progress.
- be committed to supporting our broad and balanced curriculum that encourages the development of individual talents, makes links to the Driffield community and builds an understanding of local, national and global issues.
- promote our wide range of extra-curricular, sport and enrichment activities.

We offer:

- a welcoming and inclusive learning environment where children respect adults and each other
- an enthusiastic, dedicated and collaborative teaching team which achieved a good Ofsted rating in June 2023
- strong and proactive support teams
- a supportive and forward-thinking Governing Body and Parents' Association



Our school is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff to share this commitment. The successful applicant will be appointed subject to an Enhanced DBS check.

Our website <https://www.drifffieldjuniorschool.co.uk> has further information about our school. If you feel that you have the necessary attributes and are enthusiastic about joining us, then we encourage you to visit us to see the staff and children at work. If you would like to visit, please contact our School Business Manager, Mrs S Lazenby via email: slazenby@djs.eriding.net or telephone: 01377 253371. All visits must be pre-arranged.



Key Information

The School

Driffield Junior School
Bridlington Road
Driffield
YO25 5HN

Phone: 01377 253371

Email: Driffield.juniors@eastriding.gov.uk

Website: www.driffieldjuniorschool.co.uk

Number on Roll: 514

The Post

Headteacher post: Full time, permanent

Salary range: L18-L24

The Recruitment Process

Applications are available from: www.eastriding.gov.uk/jobs

Closing date: 9am, Friday 24th May 2024

Visits to school: By prior arrangement, please email the School Business Manager, Mrs S Lazenby at slazenby@djs.eriding.net

Shortlisting: W/C Monday 3rd June 2024

Interviews: Candidates will need to be available across two days: Monday 1st and Tuesday 2nd July 2024

Start date: 1st January 2025