
Elm Grove Primary School

*Everyone Included,
Everyone Valued,
Learning and Thriving
Together*



Headteacher Recruitment Pack

January 2024

Elm Grove Primary School
Elm Grove, Brighton



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Welcome from the Governors

On behalf of the whole governing board, thank you for your interest in the Headteacher position at Elm Grove Primary School.

After 10 successful years at Elm Grove, our current Headteacher is retiring, creating an exciting opportunity for an inspirational school leader wanting to join a thriving, popular and inclusive school in the heart of Brighton.

We are extremely proud of all the different elements that make up Elm Grove Primary School. Our dedicated and collaborative staff team is committed to providing the best education for every child underpinned by an inclusive and supportive ethos: pupils thrive and are helped to thrive. Our children are curious and engaged with their learning and the world, as well as the raft of extra-curricular activities. And the outstanding PTA is a cornerstone of the strong and creative community built around the school, raising valuable funds.

The values of our community are well summed up in our school motto: **'Everyone Included, Everyone Valued. Learning and Thriving Together'** which reflects and drives our collaborative and inclusive ethos. Our recent Ofsted inspection recognised the 'high ambitions' we hold for our pupils, within a 'kind and nurturing environment'

Looking to the future for Elm Grove, it is our ambition to recruit an energetic and compassionate leader who shares our ethos and values; a Headteacher who will lead and support staff to provide the very best education for all our children, building on Elm Grove's strengths while driving school improvement. If you are excited by the opportunity to lead a creative and collaborative school rooted in its staff, pupils and community, we would be delighted to receive your application.

We very much welcome visits to the school from prospective applicants. Please contact the school office at admin@elmgrove.brighton-hove.sch.uk to arrange a time.

Thank you again for your enquiry. We very much look forward to receiving your application.



Diana Boyd
Co-Chair of Governors,
Elm Grove Primary School



Chris Adams
Co-Chair of Governors,
Elm Grove Primary School

About Elm Grove

We are a thriving, two form entry school situated in the heart of our local community in Brighton and Hove. We pride ourselves in providing the best possible educational provision in a supportive, nurturing and inclusive environment with safeguarding at its core.

Our whole staff team strive to ensure that all pupils achieve their full potential through a rich, varied and creative curriculum. The new Teaching & Learning Policy reflects the latest evidence-based research, the introduction of the mastery approach to maths, the Sounds Write phonic programme and updated assessment processes and systems are all indicative of this.

Elm Grove excels in sport. Achieving the Platinum Sports Award and offering children opportunities to participate in a huge variety of activities both at competitive level and supporting as wide a range of children, of all abilities, to take part in sport. From cricket to dance, gymnastics to football, the school has a fantastic sporting reputation.

Creativity is central at Elm Grove where children are encouraged to express themselves through their artwork, music, drama and design & technology. We participate in the annual Children's Parade, which opens the annual Brighton Festival.

Sustainability lies at our heart, and we are proud to fly the Green Flag Eco Schools Award with distinction thanks to the extensive work by our Eco Club and Eco Council.

Our three playgrounds and basketball court offer fantastic outdoor learning and activities, where daily OPAL (outdoor play and learning) creates an enjoyable, stimulating and challenging play environment.

We are an inclusive school that celebrates and supports diversity in all its forms. We strive for the best outcomes for children with SEND, led by our experienced SENCO in close collaboration with staff and families. The Nest and Canopy rooms offer safe, inclusive spaces for children to find emotional and mental wellbeing support from our full time inclusion mentor and inclusion TA.

Beyond the school day children enjoy a huge range of extra-curricular clubs and activities, from coding to capoeira; drama to Dungeons & Dragons, Art Club to Spanish, and of course sport. Whatever their passion, children can grow their minds, broaden their skills and build their friendships.

A valuable resource for over 25 years, Elm Grove Out of School Club is a breakfast and after school club hosted by the Elm Grove Primary School. The school and EGOOSC work together closely, for the mutual benefit of the club, school and their families.

Our school website contains a wealth of additional information that you will find useful:
www.elmgrove.brighton-hove.sch.uk



A message from our Headteacher

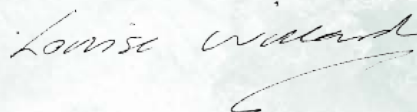
I'm delighted that you are considering applying to be the Headteacher of Elm Grove Primary School. It is a wonderful school, based in a beautiful Victorian building, with lovely pupils, a dedicated & experienced staff team, a strong governing body, incredible PTA, vibrant community and a positive reputation locally.

It is with very mixed emotions that I am retiring at the end of this academic year. However, I feel that the time is right for me personally, but also the time is right for the school. Whilst there are always things to work on, I believe that the school is in a strong position to move forward in a positive and successful way.

Elm Grove has many strengths to celebrate: it's warm & inclusive ethos, the committed and skilled staff team which leads to a determined drive to raise standards and school improvement, a range of inclusion strategies to support the most vulnerable pupils and families, the implementation of shared rules (ready, respectful, safe), the promotion of a holistic approach, offering a broad, balanced and creative curriculum – consistent routines in areas such as Learning Journeys, learning strategies, enrichment opportunities, playground and OPAL play development, a pro-active collaboration with parents and carers, the celebration of sports activities and receipt of the prestigious Green Flag ECO Award.

But, Elm Grove is not immune to local and National issues. Going forwards the new headteacher will need to continue to develop strategies to ensure the challenging budget situation is effectively managed and does not impact on the quality of provision. Other focus areas will be further improving outcomes (progress and attainment) in maths, reading and writing across the school and to reduce the gap for disadvantaged pupils, those with Special Educational Needs and Disabilities and addressing the ongoing impact of COVID on children's attendance and learning.

Working at Elm Grove is very much a team approach. Being part of the team has been a privilege over the past 10 years and one which I will always look back on with great fondness and pride. I highly recommend the school and community to you and wish the successful candidate every good wish for the future.



Louise Willard

Elm Grove Primary School Headteacher



Mission, values & vision

Mission

Elm Grove's mission is to provide a positive learning environment for all, where children and adults are included, value each other and are supported to thrive.

Values

Our motto *'Everyone Included, Everyone Valued, Learning and Thriving Together'*, encapsulates our ethos.

Vision

In 2022, our Governing Board led on development of the 5 year school vision, created in partnership with the school community of staff, families and stakeholders.

Our vision is that Elm Grove Primary will be a flourishing school with a deserved reputation for providing excellent education opportunities, whilst nurturing children and striving for the best possible outcomes for everyone.

To achieve our vision, we have identified strategic aims for the following priority areas:

- Ambitious learning
- Access to learning
- Wellbeing
- School environment
- Collaboration

We believe in making school a happy and positive place for children and their families, preparing our pupils for their secondary education and beyond, with a lifelong love of learning.



Read more about our vision here: <https://www.elmgrove.brighton-hove.sch.uk/wp-content/uploads/2022/10/Elm-Grove-Primary-New-Vision-2022-1.pdf>

At a glance

TYPE OF SCHOOL

Community
maintained
primary

ENTRY

2 form

NUMBER ON ROLL

406

AVERAGE CLASS SIZE

29

GENDER

girls 49%
boys 51%

TOTAL STAFF

54

PUPIL PREMIUM

73

PUPILS ON
SEND REGISTER

59

ENGLISH AS AN
ADDITIONAL LANGUAGE

41



Ofsted report

We believe our 2023 Ofsted report captures well the strengths and values of Elm Grove

<https://files.ofsted.gov.uk/v1/file/50210171>

“



“Leaders place great emphasis on collaborative working. They consider how evidence-based research is relevant to the school and work with staff to embed this within teaching.”

“Leaders’ high ambitions for all pupils, including those with special educational needs and/or disabilities, are realised through the effective implementation of the curriculum. Teachers make appropriate adaptations so all pupils can access learning. An inclusive environment is evident throughout the school.”

“A kind and nurturing environment permeates throughout this school. This is recognised by parents, pupils and staff. Everyone is made to feel welcome.”

“A love of reading has been developed through the school. Pupils talk animatedly about books they are reading and they share their understanding with enthusiasm.”

“Pupils talk positively about the breadth of experiences on offer to them. There are a variety of clubs that pupils enjoy attending, ranging from dodgeball and cricket to disco and newspaper club. They also demonstrate their talents during events within the local community.”



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Community

Elm Grove Primary School is renowned for its community spirit, supported by strong relationships between its staff (some of whom are ex-pupils), parents, carers, local community groups, businesses and its active governing board.

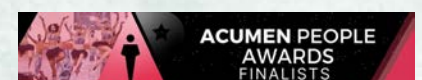
At the heart of this community is the Parent Teacher Association, a registered charity led by parent and carer volunteers. Together they partner with the staff, fundraising through fun, engaging and affordable events to enrich the lives of all of Elm Grove's pupils.

Last year the PTA raised £36,400 for the school, funding everything from a new graphic novel library, playground renovations and classroom refurbishments to the Pantry; a free to access food bank where families can get food, household products and uniforms.

The PTA strives to enhance the quality of life for all pupils – giving them the opportunity to experience things they may not otherwise have access to. They provide much needed extra income for the school, enhancing and improving it at a time when it is needed the most.

To be part of Elm Grove is to be a part of our vibrant, inclusive and collaborative community, one that supports all children, especially those from disadvantaged families.

A strong relationship with the head is key to the ongoing success of the PTA and wider school community.



Children's voice

“ I want the new head teacher to be kind and caring ”

“ I would like my new headteacher to be caring, funny generous and joyful ”

“ I would like our new head teacher to be kind, fair and a good storyteller ”

“ To help out any problems that need helping ”

“ I want my teacher to be fair, kind, funny, good at talking and just to be as nice as she can be. ”

“ I want kind hearted nice But Bossy, good ideas and somebody who love the school And Cares for us & teachers ”

“ I want someone who dose fundraisers and who is kind ”

What we think our our new headteacher might look like...



Staff voice

"An inspirational
compassionate
leader that has
staff and children
at the heart of
their vision"

"A headteacher who
will lead a shared
vision for the school
proactively and with
integrity, especially
in the face of
challenges"



"A fair leader
who has high
expectations for
everyone and puts
excellent behaviour
at the heart of
school life"

Qualities that
our staff would
like to see in
their new
headteacher

"A headteacher
who is committed to
being inclusive,
accepting and
supportive of all
members of the
school community"

"Shows an
understanding that
the well-being of
staff and children is
central to excellent
teaching and
learning"

"Someone who
works with,
recognises and
wants to develop
the expertise in the
school"

"Has a good
understanding of
current teaching
and learning
practice"



How to apply

Visits to the school welcomed

School visits are encouraged. Please contact the school office at admin@elmgrove.brighton-hove.sch.uk to arrange a visit.

Monday 19th February

Closing date for applications - 12pm midday

Wednesday 21st February

Shortlisting

Thursday 7th March

Interview Day One. Successful candidates will be invited to Interview Day Two

Friday 8th March

Interview Day Two



Appointment subject to references and safeguarding checks. Please refer to our Child Protection & Safeguarding policy which can be found on the school website

www.elmgrove.brighton-hove.sch.uk

Applicants are encouraged to visit the school prior to submitting an application. Visits should be arranged to take place before 9th February (half term is the week beginning 12th February).

Applications should be made on the downloadable application form provided.

Please read carefully the Job Description and Person Specification that follow. Candidates should address the Person Specification in their application form and supporting statement as this will determine whom to short-list for interview. Please use 12pt font and maximum three sides of A4.

Applications should be submitted to Anna Johnson, Clerk to the Governors:

AnnaJohnson@elmgrove.brighton-hove.sch.uk

All applications will be acknowledged by email. Short-listed candidates will be advised by phone or email. Written information regarding the interview process will be provided via email. References will be taken up at this stage.

Candidates should be available to attend Interview Day One on **Thursday 7th March**.

Selected candidates will be invited to attend Interview Day Two on **Friday 8th March**.

Candidates will be advised of the outcome either that evening or as soon as possible afterward.

The role

The role: Headteacher, Elm Grove Primary School

Salary: £69,970 – £81,070 (L17–L23)

Start date: September 2024

Contract: Permanent

At Elm Grove we are committed to providing a **supportive and nurturing** environment for our children to learn and thrive in, ensuring every child achieves their potential. We are looking for an **energetic, inspirational and inclusive leader** who shares our vision, mission, values and ambitions.

You must have the **drive, resilience and experience** to lead our school community, working with our dedicated team of talented, experienced staff, supportive parents and strong, committed governing board.

This is an opportunity for a **progressive senior leader** looking to extend their experience of guiding a school in a collegiate, dynamic and highly rewarding environment.

We are looking for someone who will:

- Work in partnership with the staff and senior leadership team to develop systems and practice to achieve consistently good outcomes for pupils
- Provide progressive, relationship-based leadership and management, that reflects the ethos of the school
- Use their knowledge, skills and expertise to model best practice, inspire and promote the highest quality of teaching and learning
- Develop our inclusive environment and support all children to thrive and succeed
- Maintain and develop partnerships with other schools for mutual benefit
- Lead the school in partnership with the community for the benefit of all
- Work collaboratively with the governing board to achieve our school vision
- Celebrate, value and support the rich diversity across our pupils and staff
- Lead and manage the school finances sustainably in the best interests of the children and the school

What we can offer you:

- Established, skilled, dedicated, motivated and supportive staff
- A popular, over-subscribed school with a welcoming, nurturing ethos
- Happy, enthusiastic children who love learning
- A school sitting at the heart of and valued by its community
- Professional development
- Support for your well-being to ensure your success as a leader
- A committed, progressive, and supportive board of governors

Job description

Post of Headteacher

This job is subject to the general conditions of service for a Headteacher as set out in the current School Teachers Pay and Conditions Document. This job description is underpinned by the National Standards for Headteachers 2020 and the Seven Principles of Public Life:

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership

Main Purposes of the Job:

To provide aspirational, dynamic and inspirational leadership for the school, promoting a secure foundation to build upon the school's strengths and high expectations; securing its continued success and improvement.

To continue to promote the school's current ethos; provide vision, leadership and strategic direction for the school; ensuring that it is managed and organised to meet its aims and targets, formulating policies for their implementation and development and, in close partnership with the governing board, SLT and staff, devise and monitor an agreed development plan.

To ensure high quality education, which inspires and motivates the pupils, ensuring that all pupils achieve their highest standards of attainment and, adopting a holistic approach, ensure that the school contributes fully to each pupil's educational, physical, social, cultural, moral, emotional, spiritual and overall personal development and wellbeing.

To be committed to safeguarding and the welfare of all pupils, in a nurturing and inclusive environment, ensuring high standards of learning behaviour so that pupils can flourish in a happy, safe and caring environment.

To ensure that the school provides an environment in which there is equality of opportunity for all pupils and staff in all its activities.

Main Tasks

1. STRATEGIC DIRECTION/SHAPING THE FUTURE

The Headteacher will work with the governing board, SLT and all stakeholders to develop a shared vision and strategic plan to ensure we develop inquisitive, independent and confident young people who are equipped with all the skills they need for their lifelong learning journey.

The Headteacher will:

1. Implement, develop and review the strategic vision, keep under review the aims and objectives and the school, formulate policies and plans for their implementation and development
2. Ensure the vision is clearly articulated, shared, understood and acted upon by all
3. Devise and monitor, in close association with the governing board and the staff, an agreed improvement plan for the school
4. Apply knowledge and critical understanding of contemporary developments in education policy at local and national level
5. Build and maintain professional high-quality practice throughout the school promoting continuous improvement in the quality of pupil experience
6. Ensure that strategic planning recognises the social, emotional, intellectual and spiritual aspects of life and takes account of the diversities that comprise the makeup of the school and wider community
7. Use whole school quality assurance strategies to evidence the need for and effectiveness of change
8. Demonstrate personal commitment to continuous improvement through rigorous self-evaluation and improvement planning
9. Encourage innovation, creativity and flexibility in the change process, enabling collective responsibility to take responsibility for whole school improvement

2. LEADERSHIP & MANAGEMENT

The Headteacher will lead by example, providing ambitious, inspiring and thoughtful leadership for staff, pupils and wider school community.

The Headteacher will:

1. Develop and promote an ethos and values that underpin the school
2. Create a culture where pupils experience a positive and enriching school life
3. Ensure that the school remains committed to safeguarding and promoting the welfare of children and young people and ensure that all staff and volunteers share this commitment
4. Oversee progress in all areas of school by agreeing performance criteria and monitoring progress towards their achievements
5. Recruit, retain and deploy high calibre staff appropriately to achieve the visions and goals of the school and manage own and others workload to ensure an appropriate work/life balance
6. Motivate staff and pupils in all areas of the curriculum, including the wider curriculum, extracurricular clubs and activities
7. Implement and sustain effective systems and procedures for staff induction, continuing professional development and performance management
8. Ensure that trainee and early career teachers are appropriately trained, supported, monitored and assessed
9. Support and motivate all staff to enable them to carry out their respective roles and achieve high standards, celebrating the achievements of individuals and teams and holding staff to account for their professional conduct and practice; taking appropriate action when performance is unsatisfactory
10. Ensure staff have access to high-quality, sustained professional development opportunities, aligned to balance the priorities of whole-school improvement, team and individual needs

11. Regularly review own practice and take responsibility for own professional development
12. 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
13. Promote and ensure equality of opportunity and fairness in school life, complying with all relevant legislation

3. LEADING TEACHING & LEARNING

Headteachers have a central responsibility for raising the quality of teaching and learning and for pupil's achievement. This requires setting high expectations, monitoring, and evaluating the effectiveness of learning outcomes.

The Headteacher will:

1. Set the overall learning strategy for the school, working with the governing board
2. Ensure our School Improvement Plan is based on robust self-evaluation, and then ensure it is delivered, with a clear impact on school improvement
3. Lead the development of and implementation of a broad and balanced enriching curriculum that is creative and innovative incorporating the national curriculum, relevant to the academic abilities and needs of all pupils
4. Ensure the effective delivery of a broad and balanced curriculum building on and extending pupils' cultural capital, ensuring high standards of expectation that maximise pupils' achievement
5. Inspire and support excellent practice in learning and teaching, fostering a culture of excellence
6. Enable a consistent and continuous focus on pupils' progress and attainment, drawing on a broad range of assessment information to monitor progress in every child's learning
7. Monitor and evaluate the quality of learning and teaching and promote improvement strategies
8. Review and develop a policy for the professional development and enrichment of all staff ensuring that staff have access to advice and training appropriate to their needs
9. Collaborate widely, bringing external ideas and challenges to the school to aid in development, with the aim of enabling every child to reach their full potential
10. Encourage creative, responsive and effective approaches to learning and teaching. This includes inspiring all staff to investigate and execute new ideas and share their expertise for the improvement of the school
11. Review and develop an effective assessment, recording and reporting system of pupil progress
12. Promote and encourage creativity, innovation and the use of appropriate technologies to support and enhance children's learning experience and their ownership of it
13. Develop and maintain programmes of extracurricular activities and provide opportunities for broad range of skills and learning experiences, including artistic and musical opportunities
14. Challenge under-performance at all levels, ensuring effective corrective action and appropriate support
15. Demonstrate high expectations and set stretching targets for the whole school
16. Recognise the importance of pupil voice in school ensuring children know to whom they can turn if problems arise with peers and adults and how they can contribute to school improvement
17. Ensure that newly appointed members of staff have appropriate induction and support
18. Delegate appropriate duties of the Headteacher to the Deputy Headteacher and SLT, encouraging their assistance in formulating the school's aims and objectives and establishing policies for their achievement, and in managing staff and resources

4. ORGANISATIONAL MANAGEMENT

Headteachers provide effective organisation and management of the school and seek ways of improving organisational structures and functions. The school should be organised to provide an efficient, effective, safe and happy learning environment.

The Headteacher will:

1. Have responsibility for promoting and safeguarding the welfare of pupils at the school
2. Share responsibility with the governing board for the sustainability of the school and take the lead for financial control working closely with the school business manager and other staff
3. Set and monitor the school's financial framework to reflect the school's values and enable the management systems, structures and processes to work both effectively and with high levels of probity
4. Ensure the range, quality and use of all resources is monitored, evaluated and reviewed to improve the quality of education for all pupils and provide value for money
5. Work with the School Business Manager and the PTA to identify effective approaches to generating additional income
6. Produce and implement clear, evidence-based improvement plans and policies for the development of the school and its facilities, taking account of national and local circumstances
7. Create and implement a School Improvement Plan, underpinned by sound financial planning and budget setting, which identifies priorities and targets for ensuring pupils achieve high standards and make progress, increases teacher effectiveness and secures school improvement
8. Manage the school environment efficiently and effectively ensuring it meets the needs of the curriculum and health and safety requirements and regulations
9. Monitor and evaluate the performance of the school and its finances and review it with the governing board regularly
10. Ensure compliance with all statutory requirements
11. Ensure rigorous approaches to identifying, managing and mitigating risk

5. GOVERNANCE & ACCOUNTABILITY

Headteachers are accountable to the pupils, parents/carers, governors and the local authority for the efficiency and effectiveness of the school, thereby promoting collective responsibility within the whole school community.

The Headteacher will:

1. Understand and welcome the role of effective governance, upholding their obligation to give account and accept responsibility
2. Further develop and sustain effective relationships with the governing body, and the Chair of Governors in particular, to ensure effective governance of the school and the discharge of governing body responsibilities
3. Collect and use a variety of data to understand the strengths and weaknesses of the school in order to promote achievement and accountability for pupil learning
4. Combine the outcomes of regular school self-review with external evaluations in order to develop the school
5. Ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to review and evaluation
6. Develop and present a coherent, understandable and accurate account of the school's performance to a range of audiences
7. Integrate the budget plan with school improvement and staff development plans
8. Take full responsibility, as budget holder for financial and resource management, working to ensure that financial regulations are adhered to

6. CONTINUOUS SCHOOL IMPROVEMENT, STRENGTHENING COMMUNITY / PARTNERSHIP WORKING

Headteachers should seek continuous school improvement and collaborate with other schools, local partnerships and organisations, in order to share expertise and bring positive benefits to all.

The Headteacher will:

- 1.** Utilise the best in educational evidence-based research and development, to drive effective teaching and learning and continuous school improvement
- 2.** Create an outward facing school, working with other schools, organisations and partners to champion best practice, within a culture of respect and inclusion and a commitment to the broader community
- 3.** Create and improve effective working relationships with all those involved with the school and community, working proactively to resolve any issues arising
- 4.** Ensure that high quality liaison and consultation takes place within effective structures, to the benefit of all relevant stakeholders
- 5.** Actively promote and champion the school within the local community and beyond, seeking the benefits of working in partnership with other schools, most particularly in terms of improving teaching and learning; continuing professional development and economy of scale
- 6.** Work collaboratively at both strategic and operational levels with families, carers and across multiple agencies in providing for the academic, moral, social, emotional, spiritual and cultural well-being of pupils and their families
- 7.** Influence and sponsor the development of extended services in and around the school, which meets the needs of the local community
- 8.** Actively seek to maintain and develop an effective partnership with parents and carers, being a strong and highly visible presence, to support and improve pupils' achievement and personal development
- 9.** Strengthen effective home-school communication

Person specification

ESSENTIAL CRITERIA	Identified by
QUALIFICATIONS & EXPERIENCE	
Qualified teacher status	Certificates
Demonstrable evidence of good classroom practice	Application Form / Interview
Senior leadership experience in Primary school for at least 3 years	Application Form / Interview
Work with external partners and other agencies for the well being of all pupils and their families	Application Form / Interview
Experience of setting ambitious expectations of educational standards, preparing pupils from all backgrounds for their next phase of education and life	Application Form / Interview
Experience of providing support mechanisms for pupils	Application Form / Interview
Experience of promoting positive and respectful relationships across the school community relationships across the school community	Application Form / Interview
Demonstrate an understanding of the importance of safeguarding, forming and maintaining appropriate relationships and personal boundaries with children and young people	Application Form / Interview
Demonstrate resilience in the leadership role	Application Form / Interview / Testing
Experience of forging constructive relationships beyond the school, working successfully with other schools and organisations in a climate of mutual challenge and support	Application Form / Interview / Testing
Experience of Working effectively with governors, establishing and sustaining a professional working relationship	Application Form / Interview / Testing

ESSENTIAL CRITERIA	Identified by
KNOWLEDGE, SKILLS & ATTRIBUTES	
Proven ability to implement strategies for raising achievement and monitoring progress	Application Form / Interview / Testing
An excellent understanding of how expert teaching across all subjects and phases, built on evidence-informed understanding of effective teaching and learning leads to good outcomes	Application Form / Interview / Testing
Commitment to a broad, structured and coherent curriculum which sets out the knowledge, skills and values to be taught, and engages and enthuses children	Application Form / Interview / Testing
Ability to ensure valid, reliable and proportionate approaches are used when assessing pupils' knowledge and understanding, using data analysis to support school improvement and decision making	Application Form / Interview / Testing
Ability to lead and empower successful teams	Application Form / Interview / Testing
Ability to lead and manage change	Application Form / Interview / Testing
Knowledge of the wider curriculum beyond school and the opportunities it provides for pupils and the school community	Application Form / Interview / Testing
Ability to ensure the school works effectively in partnership with parents, carers and professionals to best support all children	Application Form / Interview / Testing
Ability to communicate effectively with a wide range of audience	Application Form / Interview / Testing
Ability and experience in supporting and developing staff effectively, including the ability to recognise achievement, monitor and evaluate work and address poor performance, and achieve work-life balance	Application Form / Interview / Testing
Ability to manage the school efficiently & effectively, including HR, H&S, finance & premises	Application Form / Interview / Testing
Excellent organisational and interpersonal skills and flexible management style	Application Form / Interview / Testing
Proven ability to manage behaviour and create a positive ethos	Application Form / Interview

ESSENTIAL CRITERIA	Identified by
KNOWLEDGE, SKILLS & ATTRIBUTES	
Shares our vision that Elm Grove Primary will be a flourishing school, with a deserved reputation for providing excellent education opportunities whilst nurturing children and striving for the best possible outcomes for everyone	Application Form / Interview
Commitment to the promotion of an inclusive school community that holds ambitious expectations for all pupils with additional and special educational needs	Application Form / Interview / Testing

DESIRABLE CRITERIA	Identified by
Possession of NPQH	Certificates
To have worked in at least two schools	Application Form / Interview
Knowledge of the Designated Safeguarding Lead role	Application Form / Interview / Testing
Knowledge of strategic financial planning, budgetary management and principles of best value	Application Form / Interview / Testing
Wide knowledge of the impact of current educational challenges and future trends	Application Form / Interview / Testing
Experience of fundraising through utilising the schools assets to their maximum or working with external groups to apply for funding	Application Form / Interview / Testing



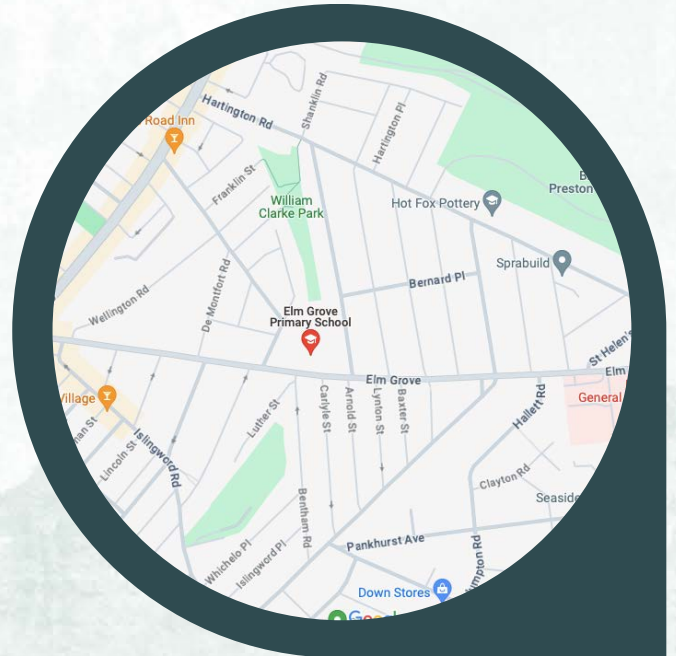
Our location

Elm Grove Primary School is situated in Brighton & Hove's vibrant Hanover and Elm Grove neighbourhood.

A beautiful Victorian school built 130 years ago, it has been at the heart of the community for more than a century.

20 minutes walk from the seafront and 15 minutes walk from Brighton Train Station and shops, it is within easy reach of central Brighton.

Many children and staff live close by, walking, scooting or cycling to school.



**Elm Grove Primary School,
Elm Grove, Brighton BN2 3ES**



ELM GROVE PRIMARY SCHOOL

Thank you for your interest



Elm Grove Primary School

Elm Grove
Brighton
BN2 3ES

Tel: 01273 708004

Email: annajohnson@elmgrove.brighton-hove.sch.uk

More info: www.elmgrove.brighton-hove.sch.uk

