



FALCONBROOK SCHOOL



Falconbrook Primary School

Headteacher
Candidate Information Pack

WELCOME TO OUR SCHOOL

LETTER FROM CHAIR OF GOVERNORS

Dear candidate,

Thank you for taking the time to consider the position of Head Teacher at Falconbrook. This is a fantastic professional opportunity for someone with the experience and enthusiasm to lead Falconbrook into the future

Falconbrook is attended by kind and inquisitive pupils and run by an exceptionally dedicated staff team. Our happy, engaged children love coming to school and are welcomed into an environment that celebrates both inclusion and aspiration.

The school embraces innovation and excellence whether that be in the development of our curriculum or the emphasis on social and emotional development of our pupils.

Relationships are at the heart of the successful working of the school - from the nurturing culture the staff create for the children to our close working with the parents and the community. We serve a diverse cohort of pupils and we are particularly interested to hear from candidates who understand how such diversity is a strength.

The Board of Governors is immensely proud of where the Falconbrook is today and the achievements of our current Head Teacher, backed by a strong leadership team. We have a bright future ahead of us and the right candidate, who brings ambition and commitment to the role, will find this an incredible school to lead.

If you believe you are the person to take on this challenge, I would ask that you visit the school so that we can hear how your aspirations fit with ours. Please contact Kate Anthony, our School Business Manager, to make an appointment ahead of the close of applications close on **Tuesday 27 February 2024**. I look forward to hearing from you.

Yours faithfully,



Charlie Samuda
Chair of Governors



ABOUT US

Falconbrook is a one form entry community primary school situated within the Winstanley Estate Battersea, Wandsworth.

We are a happy and caring school with a strong sense of community. We enjoy working, learning, and celebrating together. We celebrate our diversity and commitment to the whole school community.

The children at Falconbrook are a delight and enjoy coming to school. The staff team are dedicated and committed to providing our pupils with the best educational opportunities possible.

We are an aspirational school and have high expectations for both the education and behaviour of all our pupils. We strive for excellence for all members of our school community.

Our successes are underpinned by strong relationships and mutual respect. Our pupils are motivated and enthusiastic learners. Social and learning behaviour is exemplary, as noted by Ofsted and visitors to the school.

CODE OF CONDUCT

- We treat everybody with equal respect
- We use good manners
- We are kind and helpful to everyone
- We treat people's belongings and school equipment with care and respect.
- We work hard in all lessons, and always try to do our very best in all of our work.
- We take responsibility for our own behaviour. If things go wrong, we understand that it is our responsibility to make things right again...even when it is hard to do!

A key focus for the school is the social and emotional development and wellbeing of our children. This is underpinned by the PATHS © Curriculum. In 2021 Falconbrook became the first school in London to be awarded SEL Worldwide Model School status.

Supporting creativity and encouraging the aspirations of our children and our community, are our guiding principles. Regular visits to museums and other venues in London and further afield, together with regular visitors to the school, help to embed and enrich our pupils' learning.

Enthusiasm, enjoyment, creativity, imagination and high expectations of both pupils and staff are at the centre of a wide variety of learning activities. The school has a reputation for its special needs provision and its excellent pastoral care.

Our most recent Ofsted report in February 2020 rated the school as Outstanding in Behaviour and Attitudes, Personal Development, and Leadership and Management.

Falconbrook has a strong vision and values which drive everything we do, and which our children understand.

OUR VISION:

We want Falconbrook to provide a caring, safe and inclusive environment which supports creativity and encourages the aspirations of our children and our community.

We want our children, our staff and our communities to develop and achieve – constantly learning, reflecting and innovating so that we are delivering our best, and our best keeps getting better.

OUR VALUES:

- **Respect**, so that our children, our families and our staff feel safe and welcome.
- **Equality**, so that differences are embraced, and everyone is included and celebrated.
- **Kindness**, so that Falconbrook is a place where everyone feels safe, nurtured and happy and enjoy making others feel the same way too.
- **Honesty**, so that our children know the importance of being trustworthy, reliable and fair.
- **Responsibility**, so that our children demonstrate the right learning and social behaviours, and make a positive contribution to their families, community and society.
- **Determination**, so that everyone thinks with a growth mind-set and doesn't give up even when things get hard.

OUR PUPILS:

Falconbrook celebrates its diverse intake. The majority of our pupils speak English as an additional language and we draw upon these skills to enrich our curriculum and environment. A higher-than-average proportion of children are eligible for free school meals. The proportion of pupils identified with Special Educational Needs and/or disabilities is slightly above the national average, and we currently have nine children with Education and Health Care Plans. 200 children are currently on roll including part-time nursery children and 2-year-olds.

FACTS	
On roll	201
FSM	77%
EAL	70%
SEND	16%
EHCP	9
Attendance	94%
Nursery	Yes
2-year-olds	Yes

EXTENDED DAY:

A free Breakfast Club is available for all pupils to attend.

Lunchtime clubs include multisport and games.

Other after school clubs include ballet, sports, crochet and computing.

ACHIEVEMENTS, RESULTS AND FOCUS

Our attainment has remained high for a number of years but this is not our sole focus. We continue to raise aspirations for all pupils by ensuring outstanding academic and pastoral support for every child through high quality teaching and provision. We aim to ensure that Falconbrook children develop outstanding personal qualities, that they are kind and considerate to one another and that they take responsibility for others and for the environment.

CURRICULUM INTENT STATEMENT

At Falconbrook School we deliver a curriculum which is led by experiences and driven by skills. We provide our children with an engaging and purposeful curriculum which is underpinned by our school values and supported by our learning behaviours. The curriculum celebrates the diversity, knowledge and cultural wealth of the Falconbrook community while providing opportunities to broaden the children's horizons creating confident, well-rounded and independent thinkers.

LISTENING TO PUPILS

The children provide regular pupil voice through various means and some of the older pupils lead in different aspects of school life. We value hearing pupils' views and opinions and present them with regular opportunities in lessons and assemblies to voice these, as well as the opportunity to take part in the thriving school council, which has members from every school year group.

HOW TO FIND US

We are conveniently placed for public transport links. The School is a five minute walk from Clapham Junction Station. There are bus stops very close by for bus numbers 345, 137, 87, 77, 156, 452, 35, 37, 319 and 49. There is some free parking available around the School.

Visits to the school are essential. Please contact kate.anthony@falconbrook.net to arrange a suitable time.

For more information go to our website www.falconbrook.wandsworth.sch.uk



JOB DESCRIPTION

Post: Headteacher - Falconbrook Primary School

Salary: £73,933 - £84,256 (Group 2 – L14 -L20)

Contract Type: Permanent

Contract term: Full Time

Start Date: September 2024

MAIN PURPOSE OF THE ROLE

The Headteacher will have overall responsibility for the organisation, management and conduct of the school, providing leadership and strategic direction to ensure the achievement of the highest possible standards of education.

DUTIES

The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document, which should be read in conjunction with this document. This job description is based on the National Standards for Headteachers.

LEADERSHIP OF STRATEGIC PLANNING

- Lead by example and provide inspiration and motivation to the whole school community; generate vision, ethos and policies for the school which promote high levels of achievement, meet equality objectives and ensure a caring, compassionate, stimulating and secure environment.
- Ensure that Falconbrook has a clear, evidence based, strategic vision for school improvement, expressed in its School Development Plan that is understood, shared and acted upon effectively by all colleagues.
- Work in partnership with staff and governors to ensure that the Plan is regularly monitored, evaluated, reviewed and underpinned by sound financial planning.
- Ensure that strategic planning takes account of the diversity, backgrounds, values and aspirations of the families who attend the school and the local community.
- Ensure that all aspects of the work and organisation of the school are monitored and evaluated to meet all statutory requirements.

LEADERSHIP OF TEACHING AND LEARNING

- Lead, develop and monitor through regular review a creative, flexible, broad and balanced curriculum for children at all levels of ability that challenges and stimulates pupils' enjoyment and enthusiasm for learning, is relevant to the needs and aspirations of pupils and meets all statutory requirements.
- Promote a culture that ensures a continuous focus on

raising pupils' achievement, using comparative data and local and national benchmarks to evaluate and improve the school's performance.

- Ensure that there is effective planning and assessment for every child's learning, and careful monitoring and tracking of the progress and achievement of pupil groups and of individual pupils.
- Ensure the support of children with SEND to ensure their highest possible achievement and their wellbeing.
- Systematically evaluate and enhance the quality of teaching across the school, and work with all classroom staff to ensure the highest standards of professional performance.
- Promote and encourage creativity, innovation and the use of new technologies in order to enhance teaching and learning.
- Develop and maintain a broad range of extra-curricular activities across the school, including sports, arts and Extended School Services
- Experience of managing different whole school initiatives
- Maintain effective systems for communicating with parents/carers, pupils and governors to ensure that individual targets and progress are achieved.
- Maintain and develop links with parents/carers, other schools, educational establishments and the wider community in order to enhance teaching and learning and pupils' personal development.

PUPIL DEVELOPMENT

- Identify and provide for each child's individual needs, ensuring equality of access to a broad and rich education for all pupils.
- Make informed and decisive interventions on behalf of the school's SEN, EAL and FSM pupils.
- Ensure that the Pupil Premium maximises all pupils' attainment.
- Set and consistently uphold high expectations of behaviour and attendance, supported by the current School policies and practices that promote self-discipline, self-esteem and responsibility.
- Encourage confidence and independent learning in all pupils, including providing opportunities for self-expression and "pupil voice" and encouraging initiatives that promote self-reliance.

STAFF AND SELF-DEVELOPMENT

- Lead by example, creating a shared commitment to high expectations, collaborative teamwork, distributed leadership and professional reflection.
- Support, challenge and appraise the work of all staff through the implementation of effective strategies and procedures for induction, professional development and performance review

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- Treat people fairly, equitably and with dignity and respect to create and maintain a positive school culture, and to allow an appropriate work/life balance, with staff well-being and support at the heart.

MANAGEMENT OF THE ORGANISATION

- Develop a strong and effective partnership with Governors.
- In partnership with the Governing Body, set appropriate priorities for expenditure within a balanced budget, and ensure effective and efficient financial and administrative control in order to achieve the school's educational priorities and goals, and provide value for money.
- Produce and implement clear, evidence-based improvement plans and policies for the development of the school and its facilities.
- Recruit, retain, deploy and develop staff appropriately, and manage their workloads in order to achieve the school's educational priorities and goals.
- Manage and organise the school environment efficiently to ensure that it supports the achievement and well-being of all children and adults, and meets all health and safety regulations.
- Use a range of technologies effectively and efficiently to lead and manage the school.
- Safeguarding and Promoting the Welfare of Children.
- Act as the school's Designated Safeguarding Lead.
- Understand and support the local education authority safeguarding agenda, and champion and comply with Keeping Children Safe in Education (KCSiE) standards.
- Maintain effective systems and policies for safeguarding all pupils ensuring that all statutory and advisory duties regarding safeguarding are in place and robustly monitored and reviewed.
- Ensure all staff are appropriately trained and understand their safeguarding roles and responsibilities.
- Ensure appropriate checking and vetting procedures are carried out on staff, volunteers and visitors and ensure compliance by partner organisations.
- Provide a learning environment where all pupils feel safe with high standards of behaviour, supported by policies and practices that promote self-esteem, resilience, independence and inclusivity.

SECURE ACCOUNTABILITY

- Promote a culture of effective self-evaluation among teams and individuals so that all staff recognise that they are accountable for the success of the school
- Provide data analysis, information and advice to the Governing Body, which will enable it to meet its responsibilities for securing effective teaching and learning, together with improved standards of

- achievement and value for money, and for ensuring that the school meets its statutory responsibilities
- Ensure the provision of a coherent and accurate account of the school's performance in a form appropriate to a range of audiences, including parents/carers, governors, the LA, the local community and OFSTED

COMMUNITY LIAISON

- Maintain and strengthen positive relationships with the school community, with a focus on equality and inclusivity to help ensure every child can flourish and fulfil their potential
- Ensure that parents/carers and pupils are well informed about the curriculum, attainment and progress, and develop strategies to encourage their involvement in the drive for school improvement and high achievement for all
- Maintain and promote positive strategies to ensure equality and inclusivity
- Collaborate with other agencies to ensure the academic, spiritual, moral, social and cultural well-being of pupils and their families
- Develop and maintain effective partnerships with other primary and secondary schools, the Local Authority, other agencies and the wider community to further pupil welfare and achievement
- Maintain the high and positive profile of the school in the community

PERSON SPECIFICATION

The person specification below shows the key abilities and skills we are looking for in our new Headteacher. The selection panel will shortlist candidates based on how well they meet the requirements of this person specification

We are looking for candidates who demonstrate knowledge and understanding of each area and show experience of having applied (or awareness of how to apply) this knowledge and understanding in a school context. (* indicates desirable rather than essential).

QUALIFICATIONS AND TRAINING

- Qualified Teacher Status (QTS)
- National Professional Qualification for Headship (NPQH) (or working towards this)
- Proven commitment to professional development in leadership and management.

EXPERIENCE

- Substantial and successful experience as a Primary Headteacher, Deputy or Assistant Headteacher
- Substantial and successful teaching experience in a primary school
- A proven track record of leading school improvement and raising standards
- Experience of more than one school *
- Experience of more than one phase
- Experience of working with vulnerable families and/or council and other support services available to the school community

SKILLS, KNOWLEDGE, APTITUDES

LEADING LEARNING AND TEACHING

- Knowledge and understanding of exemplary classroom practice
- In depth understanding of curriculum and assessment at all relevant key stages
- Knowledge of current developments and initiatives in primary education, understanding the challenges and opportunities these provide
- Thorough understanding of primary pupil needs
- A high level of commitment and experience of SEND provision
- Ability to analyse performance data and set appropriate targets
- Reflective practitioner, passionate about 'quality first teaching', and not afraid to challenge the status quo, making sound and timely decisions based on good judgement

STAFF AND SELF-DEVELOPMENT

- Ability to review own and others' performance, celebrating achievement and providing and participating in continuing professional development to maintain high expectations and sustain improvement, whilst challenging underperformance
- Ability to delegate and monitor the impact of leadership and management effectively
- Excellent and effective communication and people management skills
- Ability to collaborate and work in partnership with colleagues and stakeholders
- Ability to communicate strategic vision clearly in order to motivate staff and pupils

MANAGING THE ORGANISATION

- Understanding of the importance of sustaining a safe, secure and healthy school environment
- Understanding of effective and efficient administration and resource management
- Ability to plan strategically and manage a budget
- Ability to effectively manage staff workload, staff wellbeing and morale
- Safeguarding and promoting the welfare of children
- Understanding of current safeguarding issues and legislation
- Evidence of commitment to and promoting the welfare and safeguarding of children
- Evidence of promoting a safe and inclusive environment for all children



SECURE ACCOUNTABILITY

- Understanding of the statutory role of Governing Bodies
- Working in partnership with governors providing them with information, advice and guidance to enable them to meet their responsibilities in holding the school to account



STRENGTHENING COMMUNITY BONDS

- Understanding of the importance of inclusion and positive benefits of living in a culturally and ethnically diverse society
- Ability to promote a positive, caring ethos with high standards of behaviour and attendance
- Ability to develop and maintain effective relationships with stakeholders that enhance the achievement, personal development and well-being of pupils and their families
- Ability to collaborate with, and accept support from, others within and beyond the school

PERSONAL QUALITIES

- High expectations and commitment to continual school improvement
- Reliability, resilience and flexibility
- Enthusiasm, initiative and creativity
- Sensitive, approachable and supportive
- Compassionate and collaborative
- Ability to work under pressure and with competing priorities





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www.falconbrook.wandsworth.sch.uk