



HAMWIC
EDUCATION
TRUST

Candidate Briefing Pack

Headteacher - Gatcombe Park Primary School



Gatcombe Park
Primary School

Teamwork / Respect / Aim High



Gatcombe Park Primary School Local Governing Committee Introduction



Dear Candidate,

Thank you for your interest in the position of Headteacher of our school; Gatcombe Park Primary School. Our school is a single form entry with a current intake of 209 children, with just over 30% being eligible for Pupil Premium. If you are successful in becoming our new Headteacher, you will have the opportunity to work within a wonderfully welcoming school, which is multiculturally diverse, nurturing and aims to give each child their very best start in life. Being a small school also has the advantage that you can build strong relationships with the children and really understand their needs.

Our school vision has the children at its heart, we believe that all children have the right to receive the very best education in their time with us, and that irrespective of age, gender, ethnicity, religion or disability, all children will be included and supported in their learning journey. Striving for our best, persevering, being resilient and learning from others are all essential attributes that will prepare our children for life beyond primary school and indeed are vital life-long skills.

Communication skills are at the core of our curriculum, as are the social skills of tolerance and empathy towards others. We believe that it is our duty to prepare children to live and prosper as part of a wider community, with a life-long curiosity and love of learning. This vision together with our carefully selected school values: Teamwork, Respect, Aim High, underpin our daily school life, and we are confident you will see these values the moment you step through our doors.

With Gatcombe Park Primary School being situated on the outskirts of Portsmouth, we are very fortunate to have the sea virtually on our doorstep. Portsmouth is steeped in history which is built into our curriculum and enables all the children to have an excellent understanding of their local area and key historical events. Many of our school trips support this, with a favourite being visits to Portsmouth Dockyard to see the Warrior, Victory and the Mary Rose, something that all the children thoroughly enjoy.

The school hall is the central area of the building with bright, cheerful and well-resourced classrooms surrounding this. To meet the growing needs of the school there are two separate dedicated sensory areas for children to use. A large open playground with two separate field areas opens out from the hall. One of the fields houses a very popular Trim Trail and an outdoor gym, use of these is actively encouraged for all the children throughout the entire year.

Outdoor learning is known to have multiple benefits for children, including supporting mental health and wellbeing, something our school actively encourages. We have a specific outdoor classroom for year R, a further universal outdoor classroom for all other years to use, and a beautiful sensory garden currently in development. This has wheelchair access and is the perfect safe space for any of our children to sit and reflect when needed.

The children are very proud learners and relish in their achievements, this is evident when you walk

around the school chatting to them; they are always very keen to show you their latest projects. All year 6 children are actively encouraged to apply for one of the House Captain positions at the start of the year. This not only helps give our children a voice, but it also builds their resilience and confidence whilst giving them responsibility.

We have a fantastic and supportive staffing team that all work together in a caring way to provide a safe and happy learning environment for our children. We have also built strong relationships with families, our excellent Pastoral lead has played a pivotal role in establishing and maintaining these relationships, this has had a significant positive impact on pupil attendance. We have found that staff and families working together, enables the children to have the best possible education.

The school is part of the Hamwic Education Trust, and the successful candidate will have the support and resources available from this effective, multi-academy trust.

The Local Governing Committee is looking forward to the future and we sincerely hope that you will consider applying for this vital role.

With best wishes

Victoria Hunt

Chair of the Local Governing Committee

Hamwic Education Trust Chief Executive Introduction

We are seeking to appoint an inspirational individual with a track record of delivering strong educational outcomes and school improvement at a senior level. This is an exciting opportunity to lead and further develop the quality of education at Gatcombe Park Primary School.

I hope you share this sense of excitement to deliver strong and dynamic leadership at Gatcombe Park Primary School.

The Trust has a strong managed service team who, working with our school leaders, support our schools with all aspects of running a successful school. The team consists of 36 members of staff covering education, safeguarding, behaviour, Finance, HR, IT and Estates.

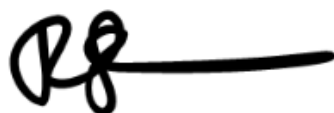
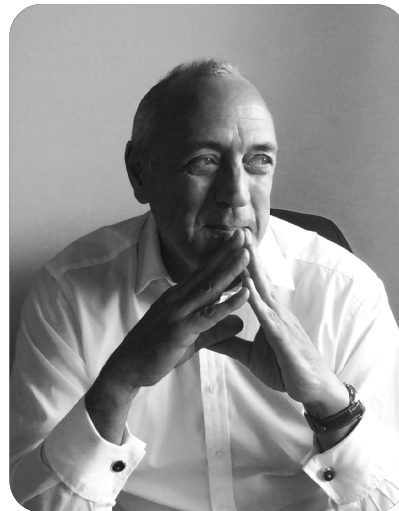
As of 1 December 2024, our Trust comprised of 6 local partnerships containing 37 academies, more than 12,000 pupils and over 1,800 staff.

The 37 academies consist of 34 primaries, 2 secondaries and 1 hospital school. The 6 local partnerships are spread across Portsmouth, Southampton, Poole, and Dorset.

A few years ago saw the launch of our Hamwic Education Foundation, our fundraising arm which supports our more disadvantaged children and families. This year we have provided over 500 Christmas Eve boxes for our more disadvantaged children.

At the Hamwic Education Trust we are passionate about the central role of education in improving individual life chances for children and young people. We bring professional expertise and experience to secure the highest possible achievement for all. We believe in a local education, with the freedom to collectively support the needs of the community it serves.

I hope that you would want to be part of the team.



Robert Farmer
Chief Executive Officer

About Our School



At Gatcombe Park we are passionate about our role in developing the next generation to have the skills and morals to become the leaders of the future.

The school sits at the northern end of Portsmouth and is highly valued by the local community for its nurturing and inclusive ethos. Families choose Gatcombe Park because they value our smaller school setting with the personalised relationships that we work hard to build together.

We believe that every child, irrespective of their starting point, has the right to the very best guidance and support at our school so that they can develop as happy, confident and engaged members of the community.

As Ofsted commented, 'Pupils are inclusive and welcoming. This reflects leaders' strong focus on equality and ambition.' (Ofsted report, May 2023).

The school values can be seen in action through all members of our school community: *respect*; for each other, the environment and ourselves, *teamwork*; because we all exist as part of something wider and *aiming high*; resilience and hard work will help us succeed, now and in the future.

Our curriculum has been carefully designed to provide the broadest of experiences and with the highest expectations. We aim to ignite the spark in our children for the joy of learning which will burn for a lifetime. Pupil journeys enable them to become knowledgeable, enthusiastic learners who develop into caring and emotionally aware individuals.

Our wonderful school grounds enable pupils to experience nature within the city, supporting their curriculum learning and their mental wellbeing. Pupils demonstrate excellent behaviour for learning and their attendance is outstanding because they love being here.



Our Vision and Values

At Gatcombe Park Primary School we believe that all children have the right to receive the very best education in their time with us. We believe that irrespective of age, gender, ethnicity, religion or disability, all children will be included and supported in their learning journey.

Striving for our best, persevering, being resilient and learning from others are all essential attributes that will prepare our children for life beyond primary school and indeed are vital life-long skills.

Communication skills are at the core of our curriculum, as are the social skills of tolerance and empathy towards others.

We believe that it is our duty to prepare children to live and prosper as part of a wider community, with a life-long curiosity and love of learning.



Our Key Values are:

TEAMWORK

We value, support and encourage each other
We listen to and share the ideas of others.

RESPECT

We talk politely to everyone.
Manners matter!
We will allow everyone the opportunity to learn.

AIM HIGH

We will always try our best, even if the task is tricky.
We will stay focussed.
We will be resilient.

Multi Academy Trust

Gatcombe Park Primary School is part of the Ridings Partnership, which is one of six local community partnerships across the Hamwic Education Trust. The partnerships are based in Southampton, Portsmouth, Poole and East Dorset.



The Trust's vision is for all Hamwic pupils to receive a high quality, enriching, learning experience in a safe and inclusive environment, which promotes excellence through a broad curriculum that prepares them for their future and opens doors to a diverse array of opportunities.

At Hamwic Education Trust we have tried to capture the essence of what we are about in two simple statements:

'All about the Child'

We aim to put the child at the centre of everything we do. We believe that by doing this, it drives our ethos and values to do the best we can for our children.

*All
about
the
child*

'What about Sam'

Sam is the name we have given to the notional Hamwic child. By asking ourselves 'what about Sam?' we ensure that we put our pupils at the heart of our decision making.

Benefits of being part of Hamwic Education Trust

- The utilisation of local expertise
- CPD and training opportunities for staff across the Multi Academy Trust
- Highly trained staff including an experienced advisory team, National and Specialist Leaders of Education working with schools to raise standards, monitor progress and attainment for individual schools and across all phases
- Provision of managed services to support in school business functions including finance, HR, Health and Safety and IT solutions
- Qualified staff ensuring statutory compliance requirements are met
- Maximising best value by using economies of scale in the procurement process
- Implementation of proven governance structures
- Experienced academy conversion team
- A collective responsibility for academic excellence in the community
- Procurement of shared services providing lower costs for schools within the MAT

Advert



Role:	Headteacher
Location:	Gatcombe Park Primary School, Portsmouth
Start Date:	September 2025
Salary Range:	L15 to L21
Advert Closing Date:	Wednesday 5th March 2025 at 12pm
Shortlisting:	Wednesday 5th March 2025
Interviews:	Tuesday 18th and Wednesday 19th March 2025

JOB/PERSON SUMMARY:

The Governors of Gatcombe Park Primary School are seeking to appoint a new leader who will continue to inspire all at Gatcombe Park to achieve their full potential.

The successful candidate will have the experience and ability to inspire and bring out the best in everyone. They will understand and champion our school vision as reflected in our core values of aim high, respect and teamwork.

The school has a committed staff, who through careful professional development opportunities and strong leadership have developed a consistent and strong approach to teaching and learning. All children are valued in this school and belong to the Gatcombe community. This was recognised by Ofsted in May 2023.

'This is a happy and friendly community, where pupils develop confidence and enthusiasm for learning. Pupils consistently demonstrate the school values of 'aim high, respect and teamwork'.

WE ARE LOOKING FOR A LEADER WHO:

- Is innovative, organised and passionate about improving educational standards
- Is committed to every child achieving his or her evolving potential emotionally, academically and socially so they are well prepared for life beyond primary school
- Will use their innovative and enthusiastic leadership qualities to support the strong teamwork of the school and ensure our dedicated staff continue to thrive, grow and develop
- Is an outstanding educator, passionate about teaching and learning and able to instil and nurture this in all children and staff
- Is approachable with the ability to build strong working relationships at all levels through excellent communication skills
- Will be a champion of the highest standards of safeguarding and promoting the positive health, and wellbeing of pupils & staff
- Is excited by the proposition of leading our wonderful school

IN RETURN WE ARE PROUD TO OFFER:

- The opportunity to lead a school at the heart of its community.
- Delightful, enthusiastic children who love learning, strive to do their best and are proud of their school
- A dedicated, hard-working and enthusiastic staff, committed to raising standards
- An opportunity to be part of a nurturing and creative environment dedicated to keeping the children at the heart of everything
- A fantastic building and grounds with an enthusiastic parent body
- A dedicated and committed Governing Body and strong links with local Head-teachers and the community

ABOUT GATCOMBE PARK PRIMARY SCHOOL

Gatcombe Park is a one-form entry Primary School located to the north of Portsmouth. We are a small, friendly school and we are proud of all of our children who demonstrate the school values of 'Teamwork, Respect and Aiming High' every day.

We believe that all children have the right to receive the very best education in their time with us and that irrespective of age, gender, ethnicity, religion or disability, all children will be included and supported in their learning journey.

Gatcombe Park are part of the Ridings Partnership, a local community partnership within the Hamwic Education Trust.

The Hamwic Education Trust proactively supports the Partnership and individual schools in delivering their ambitions and goals. As a member of a large Multi Academy Trust, all staff have access to training and opportunities to work on cross phase projects and to work in other schools within the Trust in order to gain invaluable experience and enhance their skills.

APPLICATION PROCEDURE

Should you wish to apply for this vacancy, please view the candidate recruitment pack and complete the application form which can be found at www.hamwic.org. Completed applications should be returned to recruitment@hamwic.org

Prospective candidates are strongly encouraged to find out more and visit the school by appointment. To arrange a visit, please contact the School Business Manager, Carolyn Coleby on 02392 694 412 or email ccoleby@gatcombeprimary.co.uk

If you would like to discuss the vacancy further, please email donna.fox@hamwic.org

SAFEGUARDING

All schools within HET are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.

We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.

Job description

Job Title:	Headteacher
Location:	Gatcombe Park Primary School
Salary Range:	L15 to L21



The Headteacher will be welcoming and friendly as is appropriate for a school which is held in high affection and esteem by the local community.

Terms and conditions

The terms and conditions detailed in the Hamwic Education Trust (HET) Pay Policy and unless varied by the Policy, the current 'School Teachers Pay and Conditions' document will apply. Any variation from these terms and conditions will be with the agreement of governors and the post holder.

Job purpose including main duties and responsibilities

Provide overall strategic leadership and, with others, lead, develop and support the strategic direction, vision, values and priorities of the school:

- To secure a strong commitment from all stakeholders to continuity of education from 4-11 years across the school
- To provide the leadership and management with governors which enables the schools to give every pupil high quality education, and which promotes the highest possible standards of achievement and wellbeing
- To deliver the annual performance management targets set by Governors in conjunction with the HET Director of Education - Primary and the Trust
- To ensure the school maintains a creative and enjoyable learning environment in which children achieve exceptionally well
- To build leadership capacity at all levels through actively developing strategic governance, staffing structures and roles and responsibilities
- To represent and be an advocate for the schools in the local and wider community and work to develop productive engagement across the partnership and wider trust.

Key accountabilities

1. Creating the future of the schools

- a) Work with governors and key stakeholders to create a compelling strategic vision for the school and communicate this vision to drive everything within the school, empowering all staff and pupils to excel
- b) Ensure strategic planning takes account of the diversity, values, culture and experience of the school and community
- c) Motivate others to create a shared learning culture and positive climate through distribution of leadership through teams and individuals
- d) Translate the vision into agreed objectives and deliver on these, demonstrating the vision and values of the school in everyday practice
- e) Use the schools' structure to maximise and deploy both resources and expertise to raise achievement
- f) Develop a school ethos which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibilities for outcome.

2. Leading teaching and learning/outcomes and standards

- a) Lead teaching and learning from the Foundation Stage to Key Stage 2 so that children achieve their very best
- b) Provide an outstanding curriculum that meets the schools' educational vision for education
- c) Ensure that quality teaching and learning sit at the heart of all leadership decisions
- d) Create a culture of high expectation for all and ensure that parents and carers are included as partners in their children's progress
- e) Monitor, evaluate and review school practice and promote improvement strategies
- f) Tackle under-performance at all levels.

3. Developing self and working with others

- a) Promote and maintain a culture of high expectations for self and others
- b) Regularly review own practice, accepting support and guidance from others, set personal targets and take responsibility for own development
- c) Lead by example and value effort, support, challenge and encourage an ethos of trust, teamwork and continual improvement among all staff
- d) Recognise and promote the excellent opportunities within the community to attract and retain high quality staff

- e) Lead, motivate, support, challenge and develop the leadership teams, actively applying a distributive leadership model and ensuring organisational structures are fit for purpose.

4. Managing the organisation

- a) Ensure the ongoing development of an organisational structure which reflects the schools' values and enables effective and efficient operations
- b) Ensure evidence-based improvement plans and policies promote continuous school improvement
- c) Manage the school on a day-to-day basis ensuring that Trust policies, including those relating to safeguarding and health & safety are fully adhered to
- d) Manage the school's financial and human resources in line with relevant policies to ensure efficiency in achieving the school's strategic educational goals and priorities ensuring the equitable deployment of budgets and resources and the school's future sustainability
- e) Recruit, retain and deploy staff appropriately
- f) Ensure that policies and practices take account of national and local circumstances and initiatives.

5. Securing accountability

- a) Develop an ethos which enables everyone to work collaboratively
- b) Ensure individual staff accountabilities are clearly defined, understood, agreed and recorded
- c) Work with the governing body to enable it to meet its statutory responsibilities
- d) Ensure every individual pupil has access to high quality teaching and learning
- e) Hold staff to account for their professional conduct and practice.

6. Strengthening community

- a) To create and promote positive strategies for challenging racial and other prejudice
- b) Develop the school's facilities to enhance the value of the school to parents and carers, and the wider community and seek opportunities to invite them into school to enrich the learning of pupils
- c) Collaborate with other agencies to ensure pupil and community needs are met
- d) Work with schools within the trust in a climate of mutual support to work in the best interests of children across the community that the trust serves
- e) Work collaboratively, at both strategic and operational levels, with parents and carers and across multiple agencies for the well-being of all children

- f) Collaborate with other schools in order to share expertise and bring positive benefits to all including, but not limited to, close co-operation with Headteachers across wider Hamwic Education Trust.

7. Safeguarding

- a) Carry out the role of the Designated Safeguarding Lead Officer
- b) Safeguard and promote the welfare of children and young people, following the schools' child protection policies and procedures
- c) Ensure a safe working environment for pupils and staff alike and to comply with Trust and school health and safety policies.

8. Other duties

At an appropriate level, according to the job role, grade and training received, all employees in the Trust are expected to:

- a) Support the aims, values, mission and ethos of HET and participate to a one team approach, All About the Child and What About Sam?
- b) Attend and contribute to staff meetings and training days as required, and identify areas of personal practice and experience to develop
- c) Take appropriate responsibility for safeguarding and children's welfare and be aware of confidential issues linked to home/child/teacher/school and keep confidences appropriately
- d) The post holder at all times, whether or not in the employ of our schools or HET and except where such information is in the public domain maintain the strictest secrecy with regard to the business affairs of our schools or HET and its customers/stakeholders, products and product lists
- e) Be aware of health and safety issues and act in accordance with the school's and HET's Health and Safety policy
- f) To liaise with other school staff, contractors and outside agencies/organisations as appropriate.

The post holder may be expected to carry out duties other than those given in the job description where the level of responsibility is similar, and he/she has appropriate qualifications or receives appropriate training to carry out these duties.

Person Specification



The person specification comprises of:

- Part one - Qualifications, training and experience
- Part two - Qualities and Behaviours: for school leadership now and in the future

Candidates should note that the elements markers with an 'APP' are expected to be addressed in the written statement as part of the application. These will be used by the panel to shortlist for the interview stage.

Part 1: Qualifications, training and previous experience

Candidate is able to provide pertinent evidence of their previous education, training and experiences	Essential or Desirable
Professional experiences and qualifications:	
1. Qualified Teacher Status (APP)	Essential
2. Significant Leadership experience including Deputy Headship (APP)	Essential
3. Evidence of appropriate professional development (APP)	Desirable
4. Holds NPQH or equivalent (APP)	Essential
5. Willingness to continue professional development	Essential
6. Experience of working in partnership with other schools and organisations	Essential
7. Experience and evidence of successful senior leadership within EYFS, KS1 and KS2 (APP)	Essential
8. Experience of supporting schools other than their own to improve	Desirable
9. Experience of leadership within schools of different socio-economic areas and communities	Desirable
10. To have a strong understanding of the Designated Safeguarding Lead Officer role	Essential
Has knowledge and understanding of/and:	
1. Ability to use comparative data, benchmarking and target setting data (APP)	Essential
2. Ability to think strategically and plan for educational improvement	Essential
3. Strategic understanding of current educational issues and curriculum research	Essential
4. Effective teaching, learning and assessment methods (APP)	Essential
5. Understanding of effective leadership	Essential
6. Knowledge/experience of tracking progress and attainment	Essential
7. The national inspection framework for schools	Desirable

8. Current national curriculum research and evidence-based approaches within education	Desirable
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Is able to demonstrate experience:

1. Leading a team to accelerate pupil progress	Essential
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2. Effective delivery of the performance management appraisal process	Essential
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Part 2: Qualities and behaviours

Leadership qualities and behaviours: Candidate is able to give significant examples of the ways in which they exhibit the following characteristics	Essential or Desirable
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1. A driver of staff engagement	
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2. A driver of ambitious standards for pupil outcomes across the curriculum	Essential
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3. High levels of resilience and creativity	Essential
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4. Communicates effectively and with clarity to a range of audiences	Essential
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5. Action-orientated and solution focused	Essential
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6. Self-awareness	Essential
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7. An effective and inspirational leader	Essential
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8. Outward facing - Flexible and able to respond to change in local and national climates	Essential
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9. Willingness to contribute to the wider ethos of the Partnership and Trust	Essential
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10. Clearly articulate and demonstrate evidence of a personal educational philosophy (APP)	Essential
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Has the following skills and attributes:

1. High levels of emotional intelligence	Essential
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2. Strategic vision for raising standards and the impact of effective deployment of funding including for the most vulnerable pupils	Essential
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3. Ability to lead change and ensure all stakeholders are on board (APP)	Essential
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4. Ability to develop effective relationships with staff and promote succession planning	Essential
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5. Excellent organisational skills and written communication skills	Essential
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6. Ability to prioritise, meet deadlines and work under pressure	Essential
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7. Ability to hold challenging conversations and hold staff to account	Essential
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8. Leadership of effective transition points across the primary years	Essential
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Can demonstrate the following teaching and learning attributes:

1. Strong understanding of what makes an outstanding classroom practitioner	Essential
2. Development of a range of teaching and learning styles	Essential
3. Experience in raising academic standards (APP)	Essential
4. Expertise in monitoring classroom performance	Essential
5. Evidence of the impact of coaching/support for individuals	Essential

Motivation and personality:

1. Positive and optimistic	Essential
2. Sense of accountability	Essential
3. Ability to build rapport with children and staff.	Essential
4. Demonstrates a constant drive for improvement	Essential
5. Able to work in a professional manner as part of a team (APP)	Essential
6. Sense of humour	Desirable



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