



Headteacher Application Pack



Geoffrey Field Junior School
Exbourne Road
Reading
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Dear Applicant,

Thank you for requesting the information pack for the position of Headteacher at Geoffrey Field Junior School.

The exciting opportunity to lead the school has arisen as a result of a resignation for personal reasons following sabbatical of the incumbent. We are a good school (*Ofsted May 2018*). We are a three-form Junior School with extensive grounds set in the centre of Whitley, Reading, Berkshire.

We believe strongly in continuing development with a focus on the next stage of our development. We are consequently looking to appoint someone who will both cherish what we have achieved and build on our successes and be excited by so doing.

The school serves a diverse community with a degree of deprivation and a broad mix of pupils from all ethnic groups. Children are fiercely loyal to the school and achieve well. Whitley is a strong community and parents are very supportive of the school's culture. We provide a strong nurturing and inclusive environment in which children are given opportunity choice and challenge. During 2022/2023 we became a "No Outsiders School" where everyone is welcome in our school. We believe children have to want to come to school in order to achieve well and to this end a significant feature of our school is our offering of a wide variety of after school clubs, currently seventeen with over two hundred and fifty attendees each week.

The school has a talented and committed group of staff who enjoy working in teams. Relationships amongst staff are exceptionally good and staff retention is high. Staff are involved at all stages of school improvement – an annual two-day residential conference for all teachers forms the basis of our school improvement process.

As a junior school we offer the rare opportunity in the area of being to be able to focus on one key stage.

We are committed to collaborative working in a variety of ways:

- A significant number of our staff have led initiatives and groups beyond the school.
- We have worked closely with the other schools in Whitley for over twenty-five years. The schools in the area are known as the Whitley Excellence Cluster (WEC) - a legacy from having gained "Excellence Cluster" status some years ago. The Headteachers of the schools meet regularly to review school improvement and best practice in education. The cluster has close links with the University of Reading. Headteachers value this collaboration highly.
- We work closely with WEC and the local Aspire 2 charity. Aspire 2 works to enrich the educational experience of local children and the lives of their families. Recently Aspire 2 bought a couple of minibuses which the WEC schools can hire (with minimal costs) to utilise to be able enhance our pupils curriculum with offsite visits or collaborative working – such as Year 12 Reading Boys Pupils maths tutoring our Year 5 children.
- We benefit from being a lead school for Postgraduate Teacher Training providing guidance and support to a wide range of schools throughout Reading. The program is well embedded and we often run training for ITT on site. Many of our current teachers qualified through the programme.

In brief, Geoffrey Field is a popular and successful outward looking school with a long history of leading collaboration. We are keen to appoint an inspirational and innovative leader who will enjoy the challenge of building on our successes, make the pupils and staff of the school believe he/she can make them the best people they can be and relish the opportunity to make a significant contribution to the school and to the ever closer collaboration between our local schools.

I hope this pack will give you a flavour of our school and encourage you to apply for the position. Please come and meet the pupils, staff and governors and look around the school. Visits can be arranged with the school office by phone or email and are encouraged. If you would like more information or talk further, please do not hesitate to contact our school business manager Mrs Winsor:

bursar@geoffreyfield-jun.reading.sch.uk

We look forward to receiving your application.

Yours sincerely,

Ms Katia Major
Chair of Governors



About our school

Alderman Geoffrey Field OBE officially opened Geoffrey Field Junior School in 1952. Since then it has undergone a number of major refurbishments and additions including an extra six classrooms, the latest having been completed in September 2016. The school is set in large attractive grounds in South Reading and is easily accessible from junction 11 of the M4. We cater for children aged between seven and eleven. There is an adjacent and separate infant/nursery school where most of our pupils start their school careers.

Our motto is *"learning together" with choice and opportunity* where both pupils and adults are constantly learning.

We aim to provide a stimulating and caring environment in an atmosphere of high expectations and low threat. For our pupils, school is a vital step in their becoming successful and happy human beings. We are not only preparing them for their next school but for adulthood and the world of work. We hope to encourage them on the path to being independent, confident citizens able to make responsible choices and take advantage of opportunities that life offers now and in the future.

At GFJS we aim to give every single child the chance to be the best they can. This permeates every aspect of our work, from recruitment of excellent staff, to having a strong reputation for driving change within our school and beyond. We are an inclusive school successful in overcoming barriers to learning.

Significant features of the school which have enabled this are:

- an ethos of challenge at all levels so that staff are constantly willing and keen to develop new ways of approaching their work and to improving the quality of children's learning,
- an emphasis being placed on pupils becoming confident and competent in Maths and English. At the same time, we believe strongly in encouraging an interest in sport, art and technologies,
- being a junior school and consequently able to focus on one key stage
- our involvement in and leadership of the Whitley Excellence Cluster (WEC) -seven local schools working together to change pupils' life chances in the area,
- after school clubs-we are currently running seventeen clubs each week with 250 weekly attendees. We aim to provide a programme of clubs which gives the opportunity for every child to achieve. Most clubs are run by professionals, some of whom we employ to teach particular skills during the school day. (This is frequently stated by children and parents to be one of the most highly rated features of our school. It enriches, offers choice and opportunities and is a major tool in our maintaining good attendance),
- being recognised for the enrichment we provide in the holidays - family day trips funded by local charity Aspire 2 and visits to Ufton Court and a residential trip to Rhos y Gwaliau,
- having a strong relationship with the local university which is a major source of recruitment (there is long history of head and other teachers leading sessions for PGCE and B.Ed. students and being a well-respected mentorship school
- being a Postgraduate Teacher Training lead school
- having gained and maintained a reputation for the above and for support, training and development and effective team work we attract reflective and ambitious teachers who are striving to improve their practice and increase their impact on the lives of pupils and we have developed an able, stable and experienced Senior Leadership Team who effectively lead at all levels.
- having a long and fundamental belief held by the staff that the disadvantaged backgrounds of some of our pupils is never seen as an excuse for under-achievements. It is acknowledged that nowhere is better placed to make a significant difference than school and GFJS staff are determined to make that difference by concentrating on what is going to have the greatest effect.

We believe children learn best in a happy, caring environment and where they are listened to and treated with respect. This is the case at Geoffrey Field Junior and I'm pleased to say visitors to our school often comment that our children are hard-working, polite and happy.

Information about the post and selection process

The vacancy is for a Headteacher to start in September 2024 or as soon as possible thereafter.

The salary range will be Leadership Scale L18-L24 (£69,970 to £83,081)

Your application form should be completed with reference to the job description and person specification and we ask that you present any further information concisely.

The selection panel will take into consideration the qualifications and skills of each applicant as well as experience and personal attributes.

KEY DATES

Closing date for applications	9am Monday 4 th March	<i>Applications received after this date or late by email will not be accepted</i>
Shortlisting of applicants	Tuesday 5 th March	<i>Candidates chosen for the shortlist will be notified as soon as possible afterwards. Unsuccessful applicants will also be notified.</i>
Interviews	11 th March and 13 th March	
Panel Decision	TBC	
Governor Ratification and candidate feedback	TBC	

FURTHER INFORMATION

Visits to school: Visits to the school are warmly welcomed and encouraged. To arrange a visit please contact the school office via email bursar@geoffreyfield-jun.reading.sch.uk or by phone 0118 937 5475.

School data and other information: Our school website offers a range of information and will give a flavour of our school. It also includes links to school performance tables and the latest Ofsted inspection. We encourage you to visit www.geoffreyfieldjuniorschool.co.uk

What the parents say about the school

The best things about the school are choice of clubs, members of staff and community spirit

The relaxed (but productive) atmosphere is one of the best things about the school.

Our child feels safe and happy in the school

My child has made great progress since being in the Juniors. She is encouraged to read lots at home and her teacher takes an interest in her reading and writing

There is nothing really (I would improve), my daughter loves school so much that she would be happy if it was open on Saturdays!"

All staff always go above and beyond to help.

At the very core of everything we do at Geoffrey Field are our values. They underpin our teaching and learning, and create a positive learning environment that prepares our pupils to play an active part in the wider world.

We have five core values that we nurture within our pupils, encouraging them to demonstrate these traits in their learning and social interactions with their peers and staff.

