



GROVE CE PRIMARY SCHOOL HEAD TEACHER CANDIDATE PACK



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Chair of Governor's Letter



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Dear Candidate

Thank you for your interest in the role of Headteacher at Grove CE Primary School. We are looking to replace our current excellent Head who is leaving us after nearly 6 years to pursue a career in another area of education. Having been inspected by Ofsted in May 2019 as Good, we are on an ambitious journey and are looking to appoint a committed educator who will strive for pupils and staff to realise their full potential whilst having the utmost regard for their wellbeing.

We are proud to be at the heart of a vibrant community and enjoy the strong and active support of our stakeholders. Governors and staff share a determination to see our vision and values realised to provide a safe and caring learning environment, based on Christian principles, whilst maintaining an inclusive ethos that is to welcome all, irrespective of their beliefs or background. The successful candidate will be joining a happy, expanding school located in a rapidly growing village in the heart of Oxfordshire. Our local authority is currently commissioning a feasibility study into what our school will need to meet the needs of this population expansion in the next few years.

To take us into our next phase it is vital that our new Headteacher is a strong, inspiring, compassionate leader with wisdom and experience, who will challenge positively and lead change effectively.

As a member of the Oxford Diocesan Schools Trust you will have a central team who will support you and share your ambitions to develop yourself and those around you. That will include a wide range of professional development opportunities, both formal and informal, and we will provide induction and support as you need it. In addition, we will want to draw on your strengths to support the development of others in due course. Underpinning these principles is our vision of the Common Good and we expect all our staff to model those values, whilst delivering excellent education.

As Headteacher you will be empowered to work with the Local Governing Body to make the decisions you believe to be right for your pupils and community and will be supported by the wider ODST team to ensure you have the resources, skills and team to be able to do the job brilliantly.

We hope you are excited by what you read about our school and we warmly invite you to apply for the role. We encourage you to visit the school before the closing date, hosted by a governor and with an opportunity to speak to our existing headteacher. Please contact Cathy Preece, the School Business Manager, on 01235 769867 to arrange a visit.

Jean Holderness

Chair of Governors



Anne Dellar

Chief Executive Officer, ODST



Welcome to our school

Grove CE Primary School is a warm, welcoming school with fantastic staff who are dedicated to building on our current high standards and achievements by teaching a rich, varied curriculum.

We have grown significantly in the last few years, with the 196 pupils running from Reception to Year 6. Our children are enthusiastic learners who are keen to challenge themselves, to take risks and to succeed within a secure and supportive environment.

Everyone who enters the school finds a very warm and friendly atmosphere. It comes from being a true village school and from having committed and caring staff and governors.

We offer children a wide range of opportunities, whether on the sports pitches, being creative in Art, playing instruments as part of our music group or singing in our choir, exploring our outside spaces, or through academic achievement. We want every child's light to shine!

We have been a member of the Oxford Diocesan Schools Trust since 2013. We enjoy close links with St John the Baptist Church, who are just down the road. The church supports the school in a variety of ways and the local governing body are keen that the school should continue to develop its Christian identity. We receive tremendous support from the parent body, with an active and strong PTA and we are also members of wider support networks with Oxfordshire Southern Hub and Springline partnership for local schools offering support to the SMT.



Our Vision & Values

Let your light shine - Matthew 5:16

As a Church School we believe that everyone has the light of life shining in them. We make this light brighter through encouraging independence, curiosity and resilience so that potential is unlocked, respect developed, ambition and achievements are celebrated. Pupils and staff are encouraged to develop their gifts, cooperate and support each other and learn skills which will ensure this light continues to shine throughout their lives.

The caring and stimulating environment that we provide for all members of our community is founded upon our Christian ethos of creativity, nurture and forgiveness, which is central to all that we do.

In recognising its Christian foundation, the school will preserve and develop its religious character and uphold the core Christian values of:

Love

Resilience

Respect

At Grove CE Primary School we:

- **Goals** - Enjoy our learning and reach our goals
- **Respect** - Feel safe, and feel free to 'have a go' because we are respected and respect others
- **Open** to learning - Are equipped with skills for the future
- **Value** ourselves and others - Look after ourselves and make healthy choices in our lives
- **Environment** - Work together to make our environment & world a better place.



Our Community

The village of Grove is a growing and thriving community situated a few miles north of Wantage, nestled in the heart of the Vale of the White Horse. Being the birth place of Alfred the Great, there is plenty of history and nature in this rural community, whilst also having excellent links to renowned business and science centres.

As a village, Grove has undergone large scale expansion over the last few decades, with more housing developments planned. This provides Grove CE School with an exciting opportunity to develop and grow in line with the changing demographics of the area and provide the best space for the children to learn and reach their goals. There are several churches in Grove which work well together creating a strong church presence.

The school plays an active role in the community with strong connections to local charities and groups such as Scouts and the Ray Collins Trust. We work to promote a strong community feel amongst the pupils and are proud to make a difference in Grove and nearby areas.



What the pupils and staff think

Here are some comments from pupils and staff about why they love our school...

"It's a great school, there's lots to do and you will never get bored."

"We have lovely teachers and teaching assistants, new friends and we like to welcome new people."

"There are lots of challenges for us to explore both inside and outside."

"Ours is a joyful school with a Christian ethos, which has a wonderfully supported and motivated small team of staff that are committed to providing the best for the children of Grove."

"We learn cool stuff every day and we also get to talk about our feelings."

"Pupils enjoy learning. They listen attentively to their teachers and to their peers. Pupils enjoy sharing their responses and ideas together in lessons. Their contributions are valued and built upon well by teachers. Consequently, lessons are interesting for pupils and they participate keenly"

Ofsted 2019

Who are we looking for

The person specification provides a more comprehensive list of the qualities we are looking for, but in essence we wish to appoint somebody who:

- Is an experienced educator and who can demonstrate drive and enthusiasm, who possesses excellent management and interpersonal skills.
- Will develop and nurture our children's wellbeing, confidence and sense of self-worth.
- Will ensure they acquire appropriate social and emotional skills, with high expectations of behaviour and independence to enable them to develop to their highest academic, social, moral and spiritual potential.
- Will develop a creative, challenging and inspiring curriculum.
- Will have excellent monitoring, evaluation, communication and mentoring skills.
- Is committed to promoting and fostering partnerships with parents, the parish and the wider community.
- Has business and financial understanding and can communicate and work well with our business manager and governors to maintain a secure financial position.
- Will have the vision to lead the school through potential expansion and development.



OFSTED

Grove was last inspected by Ofsted in May 2019. The overall judgement for the school was **Good** in all areas. The Inspectors were very positive that the school is moving forward and the SLT and governors are clear about its priorities for improvement.

Ofsted identified the school strengths as:

- Leadership is effective. Leaders have tackled well a historical fall in pupils' outcomes. Current pupils are making good progress in a range of subjects.
- Governance is strong. The trust and governing board know what the school does well and what could be even better. They monitor leaders' actions regularly and are effective in holding leaders to account.
- Middle leaders have successfully raised pupils' achievement within subjects. They keep a careful watch on pupils' progress to help ensure that their actions continue to have a positive impact on raising standards.
- The quality of teaching is good. Teachers use their strong subject knowledge to structure learning well and help pupils deepen their knowledge and understanding.
- A wide range of effective strategies enhances pupils' spiritual, moral, social and cultural development successfully to ensure that pupils are well prepared for life in modern Britain.
- Pupils' behaviour is good. They enjoy learning, listen attentively in class and work happily with their peers. Pupils develop into successful learners because provision for their personal development and welfare is good.
- The early years setting is good. Children make strong progress, often from starting points that are typically lower than usual for their age, and are ready to achieve well when they start Year 1.
- The curriculum is broad and interesting for pupils. However, in some subjects, pupils, particularly the most able, are not deepening and extending their knowledge sufficiently to prepare them well for the next stages of their education.
- The provision for pupils with special educational needs and/or disabilities (SEND) has been reviewed, and systems have been strengthened to help support pupils effectively. However, sometimes this support is not matched well enough to pupils' needs to help them to make good progress from their differing starting points.

For the full report click here



SIAMS

As a Church of England school, we are subject to periodic inspections by the Diocese, following which we receive a Statutory Inspection of Anglican and Methodist Schools (SIAMS) Report and judgement based on the distinctiveness and effectiveness of the school as a Church of England school. We were last inspected in 2016, but are looking forward to another within the next two years.

Our strengths were identified as:

- The school's Christian values of 'love', 'respect' and 'resilience' are explicit and most members of the school community can make links between the school values and Biblical teaching.
- The support of the local church community has a positive impact on the effectiveness of collective worship and on the personal and spiritual development of pupils.
- Collective worship plays an important role in the school and makes a positive impact on the pupils SMSC. The importance of worship and the important messages it gives is reflected in the recent improved behaviours and positive relationships within the community.

The areas for improvement were:

- Introduce planned and systematic monitoring and evaluation of collective worship, RE and the impact of values by governors and senior leaders which informs future planning and leads to improvements in the school's distinctiveness and effectiveness as a church school.
- Identify regular opportunities for learners to plan, lead and evaluate acts of worship in order to further develop their understanding of different traditions and practices.
- Support children's learning about other world religions through visits to different places of worship and visitors of other faiths coming into school.

For the full report click here



Job Description

The DfE's 'Headteachers' Standards' gives details of the generic role and professional responsibilities of the Headteacher. You should be familiar with these. Within that framework, the school's Local Governing Body and ODST are seeking to emphasise the following.

Job Purpose

To develop further an innovative, happy and successful primary school by:

- Providing a strong, clear, inspiring and widely shared vision for its future and positive, incisive strategic direction and leadership for sustainable success, and that this vision reflects the values and ethos of the school.
- Ensuring the highest possible quality, depth and breadth of education, range of opportunities and standards of attainment for all children.
- Developing and managing the school efficiently and effectively, building on its strengths of inclusivity and support of individual needs, maintaining a culture of innovation to sustain prolonged developments and improvements across every aspect of the school.
- Fostering and building on the Christian ethos of the school, as welcoming to families of all faiths and none.
- Engaging children, parents and staff as a community of learners.
- Ensuring the school is rooted in its local community and has good relationships with other stakeholders.
- Provide effective developmental management of a medium sized primary school. Work with a dedicated staff team in a school which intends to grow in size and to continue to strive for excellence.
- Facilitate and initiate new ideas and encourage developments in the curriculum, teaching and learning.
- Give clear leadership, educational direction and professional guidance through actively engaging Governors and staff to develop and implement agreed aims and policies through the school's Strategic Development Plan.

Person Specification

	Essential	Desirable
Qualifications		
DfE Qualified Teacher status.	✓	
Evidence of relevant, recent professional development that prepares for this post.	✓	
National professional qualification for headteachers or senior leaders or working towards this.		✓
Knowledge and Experience		
Substantial and proven successful primary teaching experience.	✓	
An ability to demonstrate whole school impact.	✓	
Significant knowledge and experience of primary education and the issues and challenges facing the sector.	✓	
A broad understanding of the Ofsted framework and requirements	✓	
Up-to-date knowledge of safeguarding procedures and an understanding of the role's responsibilities with regard to safeguarding.	✓	
Knowledge of the statutory frameworks and good practice for curriculum delivery and assessment.	✓	
Experience of educating more able children as well as those with special educational needs within an inclusive classroom.	✓	
Experience in more than one appropriate key stage.	✓	
Experience of monitoring and evaluating performance and practice.	✓	
High expectations of pupil behaviour and the effective use of behaviour management strategies.	✓	
Knowledge and understanding of the context of a Church of England primary school	✓	
A secure understanding of school finances and the principles of budget setting.	✓	
Knowledge of GDPR and the requirements relating to a school	✓	
Experience of leadership and management of change.	✓	
Evidence of implementing innovative and progressive ideas successfully into practice	✓	

	Essential	Desirable
Skills		
Excellent ability to lead, manage, support and inspire colleagues, particularly through change.	✓	
The ability to communicate thoughtfully, fairly and confidently to children, staff, parents and the wider community.	✓	
The ability to build effective relationships with a wide variety of people (e.g. staff, learners, senior leaders, governors, parents) and also the local community, Diocese and Academy Trust.	✓	
Ability to develop others.	✓	
The ability to provide objective support and advice to the local governing body, to enable it to meet its responsibilities.	✓	
Excellent analytical, problem solving, negotiating and decision-making skills.	✓	
The ability to confidently analyse and use data to improve the quality of teaching and learning.	✓	
The ability to create and implement a strategic school improvement plan, based on effective self-review which identifies priorities and targets ensuring that every child can achieve their potential.	✓	
Personal Qualities		
Resilient with a strong belief and proven record of considering the wellbeing of self, staff and children.	✓	
An empathetic listener, whose door will be open to staff, children, parents, governors and the wider community.	✓	
A visible role model for staff and pupils.	✓	
A commitment to their own personal development.	✓	

About ODST

The Oxford Diocesan Schools Trust (ODST) was founded in 2012. It currently consists of 38 schools across Oxfordshire and the Royal Borough of Windsor and Maidenhead and has significant primary expertise and capability, with all our schools covering at least some part of the Primary phase.

Our Vision

ODST is committed to delivering an excellent education which meets the needs of all learners. We are proud of our track record of delivering improvements in schools experiencing challenge, and in supporting our strong schools to continue to develop and be in a position to share their expertise with others. ODST's vision for education centres on our sense of a community which works for the common good. The Trust's key values are identified as:

- **Inclusivity:** Our schools embrace equality of opportunity and a wholly inclusive approach to education. We believe every person matters.
- **Empowerment:** A fully functioning community is one where each person knows their own value and potential. Our job as educators is to enable that potential to flourish; to create a culture where children can be nurtured to be the best they can be. We believe this is best done by empowering each other to contribute the best we have to give.
- **Community:** Communities are important and flourish best when relationships are strong. We believe our schools and the people in them are a vital part of many different communities, all of which can be enriched as we work together.
- **Abundant Living:** We want our schools to be places where children are loved, nurtured and learn to live well. We believe all people should be enabled to fulfil their whole potential, not just professionally and academically, but also creatively, morally and spiritually.
- **Service:** Our schools are outward-facing communities where we all learn to serve others and contribute to the common good.

Each ODST school maintains delegated authority to make local decisions as we recognise that each is unique and can only meet the needs of its local community if that remains the case.

School Improvement Support

ODST has a very strong package of support, development and challenge for its school leaders and governors.

As part of our planned school improvement support across the Trust, our SI team and school leaders engage in a discussions regarding where the school's performance is currently in terms of pupil outcomes, quality of teaching and learning, and leadership. Our Local Governing Bodies (LGBs) are also part of this process and the subsequent monitoring. The agreed work pattern for schools in the Trust consists of not fewer than six regular visits to each of our schools.

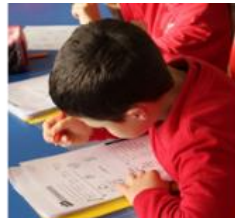
Continuing professional development (CPD)

ODST is very proud of the level of professional development offered to our staff, and believe we offer an excellent support package for staff at all levels in our organisation, to enable them to fulfil their potential, and thereby support children's learning in the best way. This includes:

- **Headteacher & Senior Leaders:** Access to termly Headteacher conferences; termly leadership briefings that include school improvement; the opportunity to work and share with a local hub of ODST schools that contains a significant number of existing partnership schools.
- **Governors:** Termly leadership briefings and specific governor training arranged through either ODST or a sister organisation.
- **Teachers:** We have a well-developed series of network meetings held regularly in the Trust (e.g. for early years leads, for maths leads, for RE leads etc) led by a range of subject experts. This is provided as part of our SLA with the schools and also includes a cycle of moderation for mathematics and English.
- **Administrative staff:** Termly business manager meetings provide the opportunity for training and development and the sharing of knowledge and new procedures across the Trust.

Central team support

The central ODST staff team is based across offices in Wantage and Oxford comprising a finance team, an HR team, school improvement team and operational management team, as well as administrators and the CEO. We work closely together and with ODBE staff who provide all our capital bid and project management services on a contractual basis and additional pastoral support. School support, for each professional area, is not limited in any way so that we can ensure each school can access the support it needs when it needs it.



The Application Process

What to do next?

To arrange an informal visit to the school, please contact Cathy Preece in the school office on 01235 769867 or e-mail CPreece@grove.oxon.sch.uk

For further information about the role, candidates are also welcome to contact Ian Frost, ODST School Improvement Adviser, on 07920 189217.

Applications should be made on-line by clicking 'view current vacancies' at <https://www.odst.org.uk/vacancies>. CV's will not be accepted in place of the electronic ODST application form.

The closing date for applications is 23:59 on Wednesday 13th October.
Interviews for shortlisted candidates will be held on Thursday 21st October.
This position has a start date of January 2022.

The legalities

Grove CE Primary School as a member of the Oxford Diocesan Schools Trust, is committed to safeguarding children and young people. All post holders in regulated activity are subject to appropriate vetting procedures and a satisfactory Disclosure and Barring Service (DBS) Enhanced check.

All schools in the Oxford Diocesan Schools Trust (ODST) are committed to equality and diversity and the safeguarding and wellbeing of all children and young people across the Trust. The Trust expects all staff and volunteers to share this commitment.

The Headteacher will be required to demonstrate a commitment to promoting and safeguarding the welfare of children and young people in the school and to become the Designated Safeguarding Lead (DSL) for the school.

From a GDPR perspective, the information you have provided will be stored on our secure database and will only be used to process your application. It will not be passed to any other organisation.