



Jesson's
C of E Primary School

Headteacher Application Pack

Jessons Church of England
Primary School

Be the best you can be



Elements
Diocesan Learning Trust
Routings together, in the love of God



Jesson's
C of E Primary School

Elements Diocesan Learning Trust invites applications for the role of Headteacher at Jesson's C of E Primary School, to take up post in January 2027 or earlier if available. Following the retirement of our long-serving Headteacher, we are seeking an exceptional leader to guide the school into its next phase.

This is an exciting opportunity to lead one of Dudley's largest and most diverse primary schools. Guided by the Church of England's Vision for Education and our Christian values, Jesson's is committed to enabling every child to flourish. We are looking for a leader with strategic vision, strong leadership skills and a deep commitment to securing the very best for children.

If you are a values-driven, inspiring leader who thrives in a collaborative Trust family and is ready to make a lasting difference, we look forward to receiving your application.





Jesson's
C of E Primary School

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CEO Welcome

Dear Applicant,

Thank you for your interest in the Headteacher position at Jesson's Church of England Primary School. As interim CEO of the Elements Diocesan Learning Trust, I am pleased that you are considering joining us at such an important moment for the school and the Trust.

Jesson's is a large, diverse and vibrant school with significant potential. The last two Ofsted inspections have judged the school as Requires Improvement, reflecting the need for greater consistency and stronger outcomes. However, the progress made over the past 18 months is clear, and the foundations for improvement are now firmly in place. We are seeking a Headteacher who can build on this momentum and lead with ambition, clarity and compassion.

The Trust is committed to strengthening and sustaining Church of England schools across the Diocese of Worcestershire, and particularly Dudley. Jesson's joined us to secure long-term stability, accelerate improvement and benefit from the collective expertise within our family of schools. As a Headteacher in Elements, you will be part of a collaborative network of leaders who support and challenge one another to secure the very best for every child.

Our Christian vision, *"Together we flourish in the love of God"* shapes our culture, our expectations and our commitment to nurturing every child and adult as a unique and precious gift. We expect our leaders to uphold this vision and to champion Jesson's own commitment to *"Be the best you can be."*

You will also be supported by a highly effective Trust Board, whose strategic oversight and professional expertise provide a secure foundation for improvement across all our member schools. Alongside this, you will work in ongoing partnership with our Chief School Improvement Officer, who will support and challenge you throughout the school improvement journey. The central team is proactive and responsive, ensuring that leaders are never working in isolation but are supported in genuine partnership to drive sustainable and meaningful change.

This is a demanding role, but also an exciting opportunity to shape the future of a large and important school within our Trust. You will be supported by a committed Local School Board, a central team focused on enabling school improvement, and a network of experienced leaders.

Thank you once again for your interest. I hope you feel encouraged to apply.

Yours sincerely,
V. Shelley
Interim C.E.O

Message from the Chair of the Local School Board

Dear Applicant,

Thank you for your interest in the role of Headteacher at Jesson's Church of England Primary School. With the retirement of our long-serving Headteacher, we are looking for a leader who can bring clarity, ambition and a deep commitment to our children and community.

Jesson's is a large and lively school at the heart of Dudley, with a rich mix of cultures, languages and experiences that shape daily life here. Our Christian vision, *"Be the best you can be,"* guides our decision making and underpins the way we support children to grow in confidence, character and aspiration.

We are proud of our pupils and of the staff who work so hard for them. We also recognise that the school is on a significant improvement journey. While recent work has strengthened practice and created a more stable foundation, we know there is further progress to secure. The next phase of leadership will be crucial in ensuring that every child receives the high-quality education they deserve.

As governors, we understand Jesson's deeply, its strengths, its challenges and the potential that sits within this community. We are a committed and engaged Local School Board, bringing a range of professional skills and a shared determination to see the school flourish. Most importantly, we are ready to work alongside you. You will have governors who are visible, supportive and fully invested in helping you lead well, make confident decisions and drive improvement with integrity and purpose.

This role offers the opportunity to make a lasting difference to a school with enormous potential and a community that values strong, compassionate leadership. We hope you feel encouraged to apply and to consider joining us for this next chapter.

Yours sincerely,

R. McKeller

Chair of the Local School Board



About Jessons

Jesson's Church of England Primary School is a large, inclusive primary with just over 700 pupils, serving a diverse community in central Dudley. The school benefits from a modern building with well-equipped learning spaces, a thriving Nursery and Time for Twos provision, and an on-site kitchen providing freshly prepared meals. We also host a 14-place Local Authority commissioned SEND Base, strengthening our capacity to meet a wide range of additional needs. Jesson's is supported by dedicated staff and engaged families, working together to help every child *be the best they can be*.

School Website: [Jesson's CofE Primary School \(VA\) - Home](#)

Area	School	National
Minority ethnic background	84.7%	38.4%
English as an Additional Language	28.8%	23.4%
Eligible for Free School Meals	28.5%	24.7%
Pupils with SEND	17.5%	18.3%
Overall absence	6.0%	5.2%
Persistent absence	18.7%	13.8%





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About the Trust

Elements Diocesan Learning Trust was established in 2021 by four founding schools to provide a strong, collaborative base for like-minded primary schools across the Diocese of Worcester and, in particular, the Metropolitan Borough of Dudley. From the outset, the Trust has been committed to welcoming further church and non-church schools into a family that values each school's unique identity while working collectively to strengthen provision.

The Trust comprises:

- Christ Church Church of England Primary School
- Church of the Ascension Church of England Primary School
- Jesson's Church of England Primary School
- Pedmore Church of England Primary School
- St Mary's Church of England Primary School

Following the retirement of our previous CEO, formerly the Headteacher of one of our founding schools, the Trust continues to build on strong foundations and a clear strategic direction. We have enjoyed a strong, reciprocal relationship with the Diocese of Worcester Multi Academy Trust (DoWMAT) since our formation and are now exploring a potential merger. This reflects our shared commitment to long-term sustainability, collaboration and securing the best possible provision for our schools and communities.

Our strategic plan sets out the Trust Board's priorities for the next phase of development, shaping both Trust-level action plans and each school's development plan.

Our vision, *"Together we flourish in the love of God,"* underpins everything we do. We value the individual nature of each school within our family and believe that every person is a unique and precious gift, created with purpose and value. We nurture each person as a child of God, recognising their inherent potential. Through justice and equity, we foster an inclusive environment where every individual is seen, valued and empowered to succeed, and where diversity is celebrated and each person's unique gifts are honoured.

Trust website: [Home - Elements Diocesan Learning Trust](#)



The Role

As Headteacher of Jesson's C of E Primary School, you will provide clear, strategic and inspirational leadership, shaping and delivering a compelling Christian vision aligned with the Trust's vision "*Together we flourish in the love of God*" and the Church of England's Vision for Education. You will ensure that Jesson's Christian values guide the school's culture, decision-making and daily practice.

You will lead the school confidently into its next phase, setting purpose, direction and ambition that is shared across the whole community. A central priority will be securing high-quality teaching, learning and curriculum provision, ensuring that school improvement is focused, evidence-informed and delivers strong outcomes for all children.

You will foster a deep sense of belonging, inclusion and mutual respect, creating an environment where every individual feels known, valued and supported. Strong relationships with parents, carers and the wider community will be key to your leadership.

Working closely with the staff team, you will support them to flourish professionally through high expectations, thoughtful development and a collaborative culture. You will also work in partnership with Elements Diocesan Learning Trust and the Local School Board to ensure effective governance, accountability and support.

Safeguarding and pastoral care will be embedded across school life under your leadership. You will use resources, data and people wisely and strategically to secure sustainable improvement and long-term stability.

This role calls for a leader of clarity, compassion and conviction, someone who can inspire others, uphold Christian distinctiveness and lead Jesson's with integrity, ambition and hope.





Jesson's
C of E Primary School

What We Are Looking For

We are seeking a Headteacher who will:

- take decisive ownership of school improvement and drive rapid, purposeful change
- elevate the quality of teaching, learning and curriculum across every phase
- use evidence, data and professional insight to secure sustained progress for all pupils
- grow capacity, confidence and leadership within a large and diverse staff team
- communicate with clarity, conviction and a strong sense of direction
- lead confidently within a rich, diverse and inclusive community
- champion inclusion, belonging and mutual respect across school life
- uphold, model and deepen Jesson's Christian ethos and values
- work in strong, solution-focused partnership with the Trust and Local School Board
- place safeguarding, integrity and professional responsibility at the heart of leadership





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What the Trust Offers

As a Headteacher within Elements Diocesan Learning Trust, you will benefit from:

- A strong Christian foundation, aligned with the Church of England's Vision for Education, and clear support to lead Jesson's vision with integrity.
- A structured and comprehensive induction, including mentoring, coaching and guided onboarding to ensure a confident transition into the role.
- Strategic leadership support from the Trust's executive team, providing professional challenge, expert guidance and regular opportunities for reflection.
- Established leadership networks, enabling collaboration with fellow Headteachers and access to Trust-wide professional learning.
- High-quality professional development and leadership training to support ongoing growth and career progression.
- A committed Local School Board, offering strong governance, constructive challenge and community insight.
- A diverse and ambitious school community, characterised by inclusion, belonging and mutual respect.
- A capable and dedicated staff team, supported through clear expectations, professional development and a culture of collaboration.
- Robust operational support in safeguarding, HR, finance, data and school improvement
- A commitment to leader wellbeing, recognising the demands of headship and supporting sustainable effectiveness.
- The opportunity to shape the next phase of Jesson's development, strengthening its Christian distinctiveness and securing excellent outcomes for pupils.





Jesson's
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Job Description

Headteacher

Start Date: January 2027

Salary Range: L19–L25

Contract Type: Permanent, Full Time

Accountable to: The Directors and Chief Executive of Elements Diocesan Learning Trust



Job Description

Responsible to: The Directors and Chief Executive of Elements Diocesan Learning Trust

Responsible for: All staff, volunteers and children within the school

General Duties and Responsibilities

To carry out the duties of the Headteacher as set out in the current School Teachers' Pay & Conditions Document and aspire to fulfil the **National Headteacher Standards** (2020). These standards are built upon The Teaching Standards (2011) which apply to all teachers, including Headteachers.

The appointment is subject to the current conditions of employment of Headteachers, contained in the **School Teachers' Pay and Conditions** document and other current educational and employment legislation, including that of the Department for Education. In carrying out their duties, the Headteacher shall consult, where appropriate, with the Trust, Local Authority, the Diocese, the Local School Board, the staff of the school, its pupils and the parents of its pupils.

This job description may be amended at any time following consultation between the Headteacher and Trust Board. This document should be reviewed regularly, in line with the National Standards of Excellence for Headteachers, changes to the STPCD and through appraisal procedures.

The Primary Purpose of the Job

The Headteacher embodies and inspires the ethos and culture of the school, securing their vision with all the members of the school community. The Headteacher establishes and ensures a safe and secure environment for learning and teaching that empowers both staff and children to achieve their highest individual potential whilst giving due regard to teaching, leadership and management needs of the school.

Key Areas of Responsibility

The Quality of Education

To hold central responsibility for raising the quality of learning and teaching, and for pupil achievement. This includes monitoring and evaluating the effectiveness of learning outcomes as well as setting high expectations. A successful learning culture will enable pupils to become effective, enthusiastic, independent learners, committed to life-long learning. The Headteacher will do this by:

- ensuring a consistent and continuous school-wide focus on pupil achievement, using data and benchmarks to monitor progress of every child's learning;
- ensuring a culture and ethos that challenges and supports, so that all pupils can make good progress, achieve success and take ownership of their own learning;
- demonstrating ambitious standards for all pupils;
- ensuring all learners receive appropriate challenge and support appropriate to their needs;
- challenging underperformance at all levels and ensure effective appropriate action and follow-up;
- establish creative, responsive and effective approaches to learning and teaching;
- determining, organising and implementing a diverse and flexible curriculum and ensuring a continuous effective assessment framework;
- ensuring that learning is at the centre of strategic planning and resource management;
- implementing strategies which secure high standards of behaviour and attendance within the ethos of a Church school;
- monitoring, evaluating and reviewing classroom practice and promote improvement strategies where necessary;
- leading by example, and teaching when and where required to do so;
- Taking a strategic role incorporating new and emerging technologies (which have proven benefit) to enhance and extend the learning experience of pupils.

Strategic Development

To work with the Trust Central team, Local School Board, staff and other stakeholders to create a shared vision and strategic plan for the school development. This vision should express core educational values and moral purpose and be inclusive of stakeholders' values and beliefs. The strategic planning process is critical to sustaining school improvement and ensuring that the school moves forward for the benefit of its pupils, providing a world class education for pupils it serves.

- Oversee the implementation of a broad, balanced and innovative curriculum and monitor its impact.
- Understand the Ofsted framework.
- Ensure the clear articulation of Christian values for the school; that this is shared, understood and acted upon effectively by all.
- Work within the school community including the Diocese to translate the vision into agreed objectives and operational plans, which will promote and sustain school improvement.
- Demonstrate the distinctive vision and values in everyday work and practice in order to develop a shared culture and positive climate.
- Ensure creativity, innovation and contemporary educational thinking to achieve excellence.
- Ensure that the strategic planning takes into account the diversity, values and experience of the school and community at large whilst maintaining the distinctive caring ethos of the school.

Personal Development and Developing Others

Effective Headteachers manage themselves and their relationships with others well; building and supporting a professional learning community that helps others to achieve. Through performance management and continuing professional development (CPD), the Headteacher will support staff to achieve high standards. To manage the complexity of a school environment, be committed to their own continuing professional development, including distinctive training and development as appropriate for Church school leadership .

- Always treat people fairly, equitably and with dignity and respect, to create and maintain a positive school culture.
- Build a collaborative learning culture within the school and actively engage with other schools to build effective learning communities.
- Instil a strong sense of accountability in staff for the impact of their work on pupils' outcomes.
- Develop and maintain effective strategies and procedures for staff induction, professional development and appraisal.
- Acknowledge the responsibilities and celebrate the achievement of individuals and teams.
- Ensure effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities.
- Acknowledge the responsibilities and celebrate the achievement of individuals and teams.
- Develop and maintain a culture of high expectations for self and for others and take appropriate action when performance is unsatisfactory.
- Regularly review own practice, set personal targets and take responsibility for own personal development.
- Manage own workload and that of others to allow appropriate work/life balance.

Leadership and Management

The Headteacher will provide effective organisation and management of the school and seek ways of improving organisational structures and functions based on rigorous self-evaluation. The Headteacher will ensure that the school and the people and resources within it are organised and managed to provide an efficient, effective and safe learning environment. These management responsibilities are to include the monitoring of the roles and responsibilities of those adults working in the school ensuring a happy

workforce where roles are clearly identified and are mutually beneficial. The Headteacher will ensure that resources are deployed to achieve value for money and should also seek to build successful organisations through effective collaborations with others.

- Create and maintain an organisational structure which reflects the school's values and enables the management systems, structures and processes to work effectively in line with legal requirements.
- Produce and implement clear, evidence-based improvement plans and policies for the development of the school and its facilities.
- Ensure that, within an autonomous culture, policies and practices take account of the trust, Diocesan, national and local circumstances, policies and initiatives.
- Manage the school's financial and human resources effectively and efficiently to achieve the school's educational goals and initiatives, receiving training where necessary to ensure a sound understanding of educational budgets and rigorous financial management.
- Recruit, retain and deploy staff appropriately and manage their workload to achieve the visions and goals of the school.
- Establish rigorous, fair and transparent systems and measures for managing performance of all staff, addressing any underperformance, supporting staff to improve and valuing and sharing excellent practice.
- Manage and organise the school environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations.
- Ensure that the range, quality and use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all pupils and provide value for money.

Working with Governors and Wider Stakeholders

The Headteacher is responsible to the whole school community in carrying out their duties. They are accountable to a wide range of groups; pupils, parents, carers, Governors, The Diocesan and Elements Trust. They are accountable for ensuring that pupils enjoy and benefit from a high quality education, for promoting collective responsibility within the whole school community and for contributing to the educational service more widely. Headteachers are legally and contractually accountable to the Trust for the school, its environment and all its work.

- Fulfil commitments arising from contractual accountability to the Trust Board.
- Work with the Local School Board and Trust Central Team (providing written information, objective advice and support) to enable it to meet its responsibilities.
- Further develop the school ethos which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility outcomes.
- Ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation.
- Develop and present a coherent, understandable and accurate account of the school's performance to a range of audiences including Trust Central Team, Governors, parents and carers.
- Reflect on personal contribution to school achievements and take account of feedback from others.

Vision, Ethos and Community

Schools exist in a distinctive social context, which has a direct impact on what happens inside the school. The Headteacher is committed to engaging with the internal and external school community to secure equity and entitlement. They will collaborate with other schools in the trust and more widely in order to share expertise and bring positive benefits to their own and other schools. They should work collaboratively at both strategic and operational levels with parents and carers and across multiple agencies for the well-being of all children. The Headteacher shares responsibility for leadership of the wider educational system and should be aware that school improvement and community development are interdependent.

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- To further continue and develop the school ethos, culture and curriculum which takes account of the richness and diversity of the school's communities, whilst maintaining the distinctive nature of the school.
 - Ensure learning experiences for pupils are linked into and integrated with the wider community, including the Church community.
 - Ensure a range of community-based learning experiences, building on links with the Church and the Diocese of Worcester.
 - Create and maintain an effective partnership with parents and carers to support and improve pupils' achievement and personal development.
 - Seek opportunities to invite parents and carers, community figures, businesses or other organisations into the school to enhance and enrich the school and its values within the wider community.
 - Contribute to the development of the education system by, for example, sharing effective practice, working in partnership with other schools and promoting innovative initiatives.
 - Collaborate with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families.
 - Co-operate and work with relevant agencies to protect children.
 - Create and promote positive strategies for challenging racial and other prejudice and dealing with racial harassment.

Safeguarding Children & Safer Recruitment

Jessons CofE Primary School is committed to safeguarding and promoting the welfare of children and young people. The Headteacher is expected to demonstrate this commitment to safeguarding and promoting the welfare of children and young people and is expected to hold all staff, volunteers and governors accountable for their contribution to safeguarding regulations. Specifically:

- To ensure any policies and procedures adopted by the trust and Local School Board are fully implemented and followed by all staff.
 - Sufficient resources and time are allocated to enable a designated person and other staff to discharge their responsibilities, including taking part in strategy discussions and other inter-agency meetings and contributing to the assessment of children.
 - Ensure compliance with statutory "Keeping Children Safe in Education" requirements.
 - Ensure compliance with Prevent duty guidance.
 - All staff and volunteers feel able to raise concerns about poor or unsafe practice in regard to children and such concerns are addressed sensitively and effectively in a timely manner in accordance with agreed whistle-blowing practices.
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Person specification

Please see below the qualities we are looking for in our new Headteacher. Evidence for these will be gathered from the application (A), during the interview (I) and from tasks undertaken on the day of interview (T). Each is categorised as essential (E) or desirable (D).

	E	D	Evidence
QUALIFICATIONS			
QTS with degree level education or equivalent	●		A I
Commitment to own continuing professional development in school leadership and management	●		A
National Professional Qualification for Headteachers		●	A
SKILLS AND EXPERIENCE			
Having been a successful Senior Leader in an education setting	●		A I
Have high organisational skills appropriate to both the daily running and strategic development of the school	●		A I T
Experience of leading development, encouraging innovation and supporting others to this end	●		A I
Demonstrable ability to analyse pupil attainment and progression data, and to use this to improve standards of learning and teaching	●		A I T
Having held the position of Headteacher in primary education		●	A I
STRATEGIC DIRECTION AND DEVELOPMENT			
Ability to develop, communicate and implement a coherent and robust vision for the school in consultation with stakeholders	●		A I
Ability to guide, motivate, inspire and challenge others to achieve agreed aims	●		A I
Experience of school self-evaluation, improvement, monitoring and planning	●		A I T
GOVERNANCE, ACCOUNTABILITY AND COMPLIANCE			
Ability to work with the Trust Board, Central Trust Team and Local School Board and understand their statutory duties	●		I
Commitment to being transparent and accountable to parents, governors, external bodies and the local community	●		I
Experience of financial planning and budget management		●	A I
LEADERSHIP AND MANAGEMENT			
Ability to lead, inspire and develop the talents and abilities of staff	●		A I
Effective communication skills for a range of audiences	●		A I T
Evidence of making a key contribution to school improvement	●		A I
Ability to demonstrate innovative approaches to school improvement, leadership and governance		●	A I
QUALITY OF EDUCATION			
A highly effective teacher with proven strong teaching in the primary classroom	●		A I
Experience of setting and achieving challenging goals for children of all abilities	●		A I
Experience of analysing pupil performance data to improve learning and teaching outcomes	●		A I T
Experience of delivering the 2014 National Curriculum and related assessment materials		●	A I
Ability to challenge underperformance in teaching outcomes and support improvements	●		I

Commitment to a curriculum that is balanced, creative and which motivates the interests of all pupils	●	A I
SAFETY AND WELL-BEING OF PUPILS		
Experience of and total commitment to safeguarding and protecting the welfare of pupils	●	A I
Ability to support an environment which encompasses all aspects of safety and well-being	●	A I
WORKING WITH THE WIDER COMMUNITY		
Commitment and ability to work in partnerships with parents and the wider community	●	A I
PERSONAL QUALITIES		
A clear enthusiasm for and love of learning	●	A I
Passionate about ensuring each and every child flourishes	●	A I
Excellent communication and interpersonal skills working with a range of audiences	●	A I
A positive, proactive mindset with the ability to deal with challenging circumstances and issues	●	A I T
To have high expectations of all children irrespective of starting points	●	A T
VALUES, ETHOS AND COMMITMENT		
A commitment to the Christian ethos and values of the school and its close link with the Parish Church. An understanding and sympathy with the Church of England, and with those of other faiths or none.	●	A I T
A commitment to the highest educational and personal achievement for every child	●	A I
An understanding of the Headteacher's position as role model for both staff and pupils	●	A I
Commitment to inclusion and equal opportunities for all staff and pupils.	●	A I

Application Process

We warmly encourage prospective candidates to visit Jesson's C of E Primary School before applying. Tours will be available on the following dates:

- Wednesday 21 May 2026 – Morning
- Thursday 22 May 2026 – All day
- Friday 5 June 2026 – All day

To arrange a tour, please contact the school office on 01384 816825

Key Dates

Applications close: 15 June 2026

Shortlisting:
17 June 2026

Interview Days:

- Day 1 – 24 June 2026
- Day 2 – 25 June 2026

The interview process will include a range of activities designed to explore your leadership approach, strategic thinking, and alignment with the values of Elements Diocesan Learning Trust.

