



# Headteacher

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# Recruitment Pack

*An outstanding Headteacher, for an outstanding school.*

We are a small semi-rural provision who offer a nurturing environment in which all children can excel. We value children as individuals and help them to understand their role as members of the John Wilkinson family and of the wider community.



# From the Governors



Dear Prospective Applicant,

John Wilkinson Primary School and Nursery are looking for a Headteacher to take the exciting opportunity to lead our Ofsted rated “outstanding” school. We seek a professional and inspiring leader to continue to develop and nurture our staff and pupils whilst maintaining our high standards of teaching and learning.

Situated in beautiful surroundings in the heart of the Broseley community in Shropshire, we are a semi-rural provision with extensive school grounds for children to enjoy. We like to promote close working partnerships amongst the community, governors, home, and school; for the benefit of children’s education, and to help them to understand their role as members of the John Wilkinson family and of the wider community.

The school’s ethos is central to its success and aspires to create a stimulating school environment where children feel valued, safe and are eager to learn. We deliver a broad, balanced curriculum to meet the needs of all our children. We promote high expectations and standards so that children take pride in their work and achievements. Most importantly, we strive to make education enjoyable and promote children’s understanding of how we learn so that they develop a love of learning that will stay with them throughout their lives.

The Governing Body is extremely proud of our school and its success. We are therefore looking for an inspirational and outstanding Headteacher who will embody and uphold the school’s ethos. A successful candidate will demonstrate enthusiasm for, and commitment to, the role; along with reliability, integrity and a passion for teaching, learning and education. In addition, the governors expect the Headteacher to lead the school expertly, building on current successes in order that John Wilkinson Primary School and Nursery can continue to be recognised as an outstanding school.

We hope that you find this school information pack captures the essence of what makes our school so special. However, if you require more information or would like to discuss the post with the Chair of Governors then please contact: [bellafreeman1@outlook.com](mailto:bellafreeman1@outlook.com). The salary scale offered for this position will be in the range L12 to L19.

Yours faithfully,

Bella Freeman (Acting Chair of Governors)

# School Profile



John Wilkinson Primary School and Nursery are in the beautiful town and community of Broseley, which falls under the historic County of Shropshire. The school first welcomed children in 1976 and has grown ever since into an established well thought of educational setting.

Our school is medium sized and is well respected within the local and wider community. There are currently 187 primary school age pupils, along with an attached Nursery/Pre School which has 31 pupils on roll.

Our aim is to create a stimulating school environment, where children feel valued, safe and secure. We strive to make education enjoyable and promote children's understanding of how we learn, to enable children to develop a love of learning that will stay with them throughout their lives.





# Community



Broseley is a small country town in Shropshire, sitting quietly between the Ironbridge Gorge and the historic town of Much Wenlock. With a population of around 5,400 (census 2011 5,257) It has its own considerable history and is even mentioned in the Domesday Book.

The community comprises of many old established families plus people from many parts of the UK and further afield. Local facilities include three primary schools, a health centre, dentist, library, hairdressers, grocers, butcher, baker and many more services, all within easy reach. Housing varies from Georgian and earlier to brand new developments.

Spiritual needs of the community are met with Church of England, Methodist and Baptist meeting places within the town.



*"A school team  
dedicated to realising  
the potential of the  
children"*

# Shropshire & Local Authority



Shropshire is a particularly attractive rural county which is sparsely populated and built upon an agricultural landscape. It boasts the large market Town of Shrewsbury which is looped by the River Severn which cuts its way through the county.

It is also home to the Shropshire Hills, an area designated as an Area of Natural Beauty which provide much heritage, scenic views and opportunities to explore.

Shropshire offers a wide range of places to live from busy towns to sleepy villages all within easy access via the M54, A5, M6 and rail to the rest of England, Scotland and Wales.





# Parents and Governance



John Wilkinson school has a well-established, active and supportive governing body. The full governing body meets 3 times per year.

The three sub committees also meet every term or whenever necessary.

There are 12 governors, made up of parents, teaching staff and representatives from both the local community and the local authority.

There is also a very active PTA group, undertaking numerous fund-raising activities for the school.



# Curriculum



Our Curriculum is structured across the school to avoid repetition but enhanced by a comprehensive creative programme called Cornerstones. This provides ideas and contexts which are designed to excite and engage children. We offer interesting and exciting learning opportunities through our innovative approach to the curriculum which we call Curriculum Plus. Our Foundation Stage Curriculum is planned within areas of experience which includes Forest School and planned play. In Key Stage 1 and 2 subjects are sometimes taught as subjects in their own right but also as part of an integrated approach.

Children are arranged in mixed ability classes according to their age. Within each class, a variety of teaching strategies are used to ensure learning is interesting and stimulating for the children





# Staffing Roles



Acting Head Teacher Mrs S. Beard

Reception Teacher Mrs L. Fleming

Year 1 Teacher Mrs E. Saunders

Year 2 Teachers Mrs M. Shannon (Acting Deputy Head)

Year 3 Teacher Ms L. Head

Year 4 Teacher Mrs T. Boam

Year 5 Teacher Miss L. Kilby

Year 6 Teachers Miss M. Thomas





# Job Description



Responsible to: The Governing Body of the School

Responsible for:

Carrying out duties in line with the conditions of employment as set out in the current School Teachers' Pay and Conditions document, the National Standards of Excellence for Headteachers, and the policies and procedures of the Governing Body. This job description reflects the National Standards of Excellence for Headteachers (2015).

The Standards embody three key principles, namely that the work of Headteachers should be:

- learning-centred,
- focused on leadership,
- reflect the highest possible professional standards.

Headteachers should also model, for the pupils and staff, the values, vision and ethos of the school.



# Job Description



- To provide dynamic and professional leadership for John Wilkinson Primary School and Nursery to secure its continued success and improvement, ensuring high quality education for all its pupils.
- To inspire, challenge, motivate and empower all members of the school community to carry the vision forward.
- To manage the school's resources effectively and cultivate a safe environment that secures and promotes the highest achievement of both pupils and staff.
- Take the lead role on working with the Governing Body to ensure the school vision, which embraces excellence, high standards and inclusion is clearly articulated, shared, understood and acted upon effectively by all;
- Secure excellent teaching to achieve high standards of learning and attainment across the primary phase;
- Support all staff to achieve high standards and promote a collaborative learning culture within the school;
- Ensure inclusion, diversity and access; open, fair, equitable culture where alternative perspectives are considered;
- Ensure safeguarding is robust in all aspects including GDPR, prevent, child protection and health and safety
- Develop and sustain effective relationships with the Governing Body, and the Chair of Governors in particular, to ensure effective governance of the school;
- Build/develop and maintain effective relationships with all members of the school and wider community to enhance the education of all pupils;
- Carry out any other such duties as the Governors may reasonably direct.





# Person Specification



CRITERIA	QUALITIES
<b>Qualifications and training</b>	Qualified teacher status Degree National professional qualification for headship (NPQH)
<b>Experience</b>	Successful leadership and management experience in a school for at least 5 years Teaching experience in a primary education setting Involvement in school self-evaluation and development planning Demonstrable experience of successful line management and staff development
<b>Skills and knowledge</b>	Data analysis skills, and the ability to use data to set targets and identify weaknesses Understanding of high-quality teaching, and the ability to model this to support others to improve Understanding of school finances, supplier management and financial management Effective communication and interpersonal skills Ability to communicate a vision and inspire others Ability to build effective working relationships
<b>Personal qualities</b>	A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school Ability to work under pressure and prioritise effectively Commitment to maintaining confidentiality at all times Commitment to safeguarding and equality

# Salary Information



## Salary Information

The salary for this role is  
between Leadership Range:

L12 and L19

(£55,338 - £65,735)

### **Local Authority**

Shropshire Council is an Equal Opportunities Employer. Applications are welcome from suitably qualified candidates regardless of race, colour, nationality, ethnic or national origin, age, marital status, set, sexual orientation or disability.

### **Pension**

Details about the Teachers Pension Scheme (TPS) can be found at [www.teacherspensions.co.uk](http://www.teacherspensions.co.uk)

The TPS is a statutory scheme subject to the Teachers' Pensions Regulations 1997 (as amended).

Following regulation changes in 2007 all teachers are automatically members of the scheme on appointment unless they have made a formal 'opt out' election.



# Selection Process



**Safeguarding** - John Wilkinson Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All applicants will be subject to a Disclosure and Barring Service check before appointment is confirmed.

**School Visit** - We would encourage all prospective candidates to visit the school for a tour, please contact the school office to organise this.

**Application/Selection** - Please complete the application form which is available online or contact the school office for a copy. The selection process will run over 1 day which will comprise of an interview with 3 members of the governing body.

**Closing date** - Applications must be received by 4pm on Friday 9<sup>th</sup> June. Emailed applications should be sent to [admin@johnwilkinson.shropshire.sch.uk](mailto:admin@johnwilkinson.shropshire.sch.uk). Shortlisted applicants will be informed by Wednesday 21<sup>st</sup> June.

**Interviews** - Interviews will take place on Wednesday 28<sup>th</sup> June. Shortlisted candidates will be advised on the range of tasks and activities that will make up the selection process. Please confirm your availability for this date. Interviews will be held in person.

**Appointment timescales** - Our intention is that the new Headteacher will take up the post by January 2024



# Contact Us

## Address

John Wilkinson Primary School and Nursery  
Coalport Road,  
Broseley,  
Shropshire, TF12 5AN

## Telephone

01952 882950

## Email

[admin@johnwilkinson.shropshire.sch.uk](mailto:admin@johnwilkinson.shropshire.sch.uk)

