



Information Booklet

Oxford Diocesan Schools Trust

Headteacher Vacancy – Kidmore End CE Primary School



Oxford Diocesan Schools Trust
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E-mail: odst.admin@oxford.anglican.org
Website: www.odst.org.uk



Kidmore End CE Primary School
Chalkhouse Green Rd, Kidmore End, RG4 9AU
Telephone: 0118 3573149
Email: Office@kidmore-end.co.uk
Website: www.kidmore-end.co.uk

Dear Applicant,

Thank you very much for your interest in the role of Headteacher in Kidmore End CE Primary School.

Kidmore End CE Primary School is a friendly and welcoming village school situated 4 miles from Reading and close to Henley-on-Thames. We are located in the heart of Kidmore End, a small and vibrant village in South Oxfordshire. We are proud that in October 2023 we were rated a good school by Ofsted. Now we are looking for an energetic and innovative new leader to take our school on to its next phase of development.

We are a one form entry primary school with a professional and dedicated teaching team, supportive parents and a committed Local Governing Body (LGB). In August 2017 we became an academy as part of the Oxford Diocesan Schools Trust (ODST).

We provide a rich and varied academic curriculum with children taking part in a wide range of after school clubs, sporting and culture events. We encourage children to develop enquiring minds and are committed to ensuring that all our children have the opportunity to excel and succeed within a secure and supportive environment. Our children challenge themselves, take risks and stretch their learning.

We have close links with our village church, St John the Baptist. We aim to provide a warm and caring learning environment, based on Christian principles, whilst maintaining an accepting and inclusive ethos that is welcoming to everyone, whatever of their beliefs or background. The most recent church school inspection (SIAMs) in September 2016 found the school to be good with outstanding leadership and management.

Our school is in a delightful setting and the children are fortunate to be able to play on the large field, traditional playground, adventure playground, all weather pitch and quiet garden. We recommend visiting our comprehensive website and watching a recently made video about our school.

Working in an ODST school means 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. We are guided by our vision and values for the common good and we expect all our staff to model those values, and deliver excellent education.

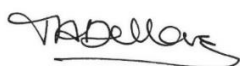
As Headteacher you will be empowered to work with the LGB to make the decisions you believe to be right for your pupils and community. Our LGB is committed and hard-working, and believes in continued

professional development and well-being for our new headteacher. You will also 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 are looking for a passionate, effective, approachable leader who is keen to embrace this exciting opportunity: someone who values and inspires a love of learning in children. In return, we offer a unique chance for personal development, a wonderful supportive community, working with a dedicated, skilled and caring team. This is a school where people work together in a positive and forward-thinking environment with committed leaders who ensure every single child can thrive within a Christian ethos.

We look forward to showing you around our lovely school, and telling you more about us so you can find out for yourself how you will make a difference.

We look forward to receiving your application.



Anne Dellar
Chief Executive Officer, ODST



Joanna Moriarty
Chair of Governors, Kidmore End CE Primary School

OUR VISION AND VALUES

Our love of learning is seen through the opportunities children have to find out more about the world around them.

Our values are Kindness, Respect, Curiosity and Resilience, which underpin our vision.

"Adults support us here, they help us to get back up if we ever fall down". (Ofsted report, October 2023)

"The consistent and dedicated care, kindness and support for all pupils is tangible throughout the whole staff team. This has helped to develop pupils' resilience at the school because pupils develop a love of learning and a deep appreciation of the world around them." (Ofsted report, October 2023)





Why ODST?

The Oxford Diocesan Schools Trust (ODST) is the largest Multi-Academy Trust (MAT) in Oxfordshire and is in the top 1% for size, based on number of schools, of MATs in England. It was founded in 2012, originally with 3 sponsored and 2 convertor schools.

ODST currently consists of 42 schools across Oxfordshire, the Royal Borough of Windsor and Maidenhead, and Reading 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 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.

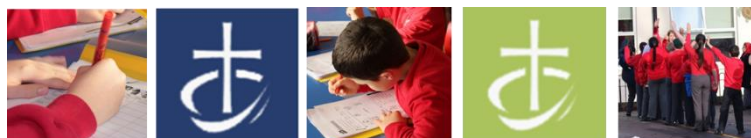
Central team support

The central ODST staff team is based in our office in Wantage with a remote office in central 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 Oxford Diocesan Board of Education (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.



KIDMORE END CE PRIMARY SCHOOL

HEADTEACHER JOB DESCRIPTION AND PERSON SPECIFICATION



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 ODS are seeking to emphasise the following.

JOB PURPOSE

To shape the future of our happy and successful primary school by:

- Creating a strong, clear, inspiring and widely shared vision for its future and positive, inclusive 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;
- 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.
- Working with a dedicated team in a school which intends to grow in size and to continue to strive for excellence.
- Initiating and facilitating new ideas and encourage developments in the curriculum, teaching and learning.
- Giving clear leadership, educational direction and professional guidance to Governors and staff.

The Headteacher will be the Designated Safeguarding Lead (DSL) for the school.





PERSON SPECIFICATION

	ESSENTIAL
Qualifications	<ul style="list-style-type: none"> • DfE Qualified Teacher status • Evidence of relevant, recent professional development that prepares for this post
Knowledge and Experience	<ul style="list-style-type: none"> • Substantial and proven successful primary teaching experience in more than one setting • An ability to demonstrate whole school impact • 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 • A knowledge of the commitment to the statutory frameworks and good practice for curriculum delivery and assessment • Experience of educating children, achieving at all levels 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
Skills	<ul style="list-style-type: none"> • 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 hold people to account and to challenge under performance • The ability to work well with 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
Personal Qualities	<ul style="list-style-type: none"> • Resilient with a strong belief and proven record of considering the wellbeing of self, staff and children • An empathetic listener • A visible role model for staff and pupils • A commitment to their own personal development
Desirable qualification: National professional qualification for headteachers or senior leaders or working towards this	



THE APPLICATION PROCESS

What to do next?

For further information about the role or to arrange an informal visit to the school, please contact Bob Pattenden, ODST School Improvement Adviser, on 07423 109263.

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 Sunday 10th March.

Interviews for shortlisted candidates will be held on Wednesday 20th March.

This position has a start date of September 2024.

The legalities

As an equal opportunities employer, we encourage applications from suitably qualified candidates irrespective of background. Therefore, if for any reason you require adjustments to support your application please provide details on your application. For example, extra time or flexibility on the assessment process and/or a visit to the school to accommodate a particular need.

Kidmore End CE Primary School, as a member of the Oxford Diocesan Schools Trust (ODST), 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. Online checks may also be carried out to comply with KCSIE.

All schools in the 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.