



OWLS ACADEMY TRUST

HEADTEACHER RECRUITMENT PACK

INFORMATION FOR
POTENTIAL CANDIDATES
LITTLE HILL PRIMARY SCHOOL



Contents

3	Letter from Chair of Trust	10	Our Trust
5	Welcome from CEO & Chair of Governance	14	About Wigston & the Local Area
6	Vision	15	Job Description
7	Core Values	20	Personal Specification
8	Our Schools	22	How To Apply
9	Priorities		

Letter from the Chair of OWLS Academy Trust

Dear Candidate,

On behalf of the Directors of OWLS Academy Trust, I would like to thank you for expressing an interest in the post of Headteacher within the OWLS Trust and at Little Hill Primary School.

The Governing Body and Trust are seeking to appoint a dynamic, inspirational and visionary leader, who has the resilience and expertise to steer the school through a period of development and who is motivated to lead a hard-working and committed staff team.

OWLS Academy Trust aims to build communities of prosocial, emotionally competent, independent learners and this philosophy underpins the ethos and values of the setting. The Trustees are, therefore, committed to ensuring all staff access continuing professional development and they actively encourage staff to undertake further professional training. Practitioner research is highly valued and the successful candidate will be expected to contribute to the body of knowledge within the organisation.

Our children say they enjoy school and take pride in their responsibilities within the Academy. We wish to appoint a talented individual with a proven track record who is able to transform an Academy School into an exceptional place of learning, thus ensuring every child receives a first class education.

If you feel that you can make a significant contribution to the OWLS Trust and be an agent for change, I look forward to receiving your application.

Yours sincerely



Dr Jonathan Tedds
Chair of Trust OWLS Academy Trust





Welcome

Little Hill Primary School, part of the OWLS Academy Trust.

'Giving Children a Flying Start'.

At Little Hill we aim for high standards and outstanding achievement. Our carefully thought out curriculum meets the needs of our children as we encourage children to be successful learners, confident individuals and responsible citizens. We emphasise the importance of respect, good manners and pride in our work by providing an exciting curriculum, in a positive climate, that enables everyone to succeed.

Little Hill is a Community Primary School that has been established since 1968, catering for approximately 420 boys and girls, aged 4 to 11. It is situated in beautiful and spacious grounds which the children enjoy in both their working and leisure time. The school was made up of twelve classes and from September 2016 we have increased to 14 classes to accommodate Year 6. It is school policy to try to ensure that class sizes do not exceed 30 pupils. We also try to have an even balance of boys and girls in each class group. All classes are well resourced to provide a high quality curriculum for every pupil.

Our school is a very special place for children and staff and we are proud of our excellent reputation. This is due to the dedication of a highly committed team of staff working in close partnership with our children and families.

Many of our children take part in clubs which extend their learning beyond the curriculum. Some of these include our award-winning choir, sports clubs, gardening as well as many more. We pride ourselves in offering highly rewarding educational and residential visits to enhance learning.

Our current headteacher has led the school from strength to strength and is now moving to ventures new. We seek a Headteacher that shares our values and ambitions, and has the vision, drive, resilience and experience to build on our success to date. This person will need to be forward facing, have the ability to share and learn from the best practice, whilst knowing when to take the lead across the schools they are partnered with. Exciting times ahead! We look forward to receiving your application.



CEO - Trust Leader
OWLS Academy Trust

Chair of Governors
Little Hill Primary School

Vision

Oadby Wigston & Leicestershire Schools (OWLS) Academy Trust is committed to the core values of excellence, equity and effectiveness.

Promoting high levels of engagement, aspiration, achievement and enterprise across all of our schools.



Principles

1. The overriding principle is the success and wellbeing of the children educated within the Trust schools.
2. There is an expectation of professional challenge, support and development between member schools.
3. Trust between members is essential for the success of the collaboration.
4. Trust is engendered by: confidentiality, openness and professionalism. The Headteacher and Teacher Standards provide a framework for this professionalism.
5. The Trust members will take account of data protection policies in all work they do.
6. The Trust members abide by the principles of best value and the long term benefit and gain of all the member schools. The budget will support the priorities based on the action plan. The Trust will not hold great sums of money but it will be spent to benefit the children in the schools at that time.
7. Our work is focused on raising standards of provision in all areas of the Ofsted criteria and securing school improvements. Collaboratively we aim to respond quickly and effectively supporting and working with the local committees, developing national priorities and local initiatives. Needs are identified across the Trust and responded to effectively both by the whole group and sub-groups.

"On a cold winter's day, a group of porcupines huddled together to stay warm and keep from freezing. But, soon they felt one another's quills and moved apart. When the need for warmth brought them closer together again, their quills again forced them apart. They were driven back and forth at the mercy of their discomforts until they found the distance from one another that provided both a maximum of warmth and a minimum of pain."

Arthur Schopenhauer

From: Buonfino, A., and Mulgan, G. (2006)
Porcupines in Winter, London: The Young Foundation



Core Values

What does the OWLS Academy Trust believe?

We place the child at the centre of everything we do. We have high expectations and aspirations for every child. We are advocates for children. Together, we build a community of pro-social, emotionally competent, independent learners through:

- Responsibility
- Compassion
- Integrity
- Respect

Responsibility

We will:

- Take ownership of our behaviour as individuals
- Have the courage to think and act independently
- Demonstrate problem solving and decision-making skills
- Be reliable and trustworthy

Compassion

We will:

- Understand the circumstances and viewpoints of others
- Develop the capacity to forgive others and ourselves
- Celebrate the contributions of others
- Promote a peaceful, caring and safe community

Integrity

We will:

- Stand up for what we believe
- Be honest with ourselves and others
- Demonstrate fairness in our judgements and actions
- Fulfill commitments and promises

Respect

We will:

- Believe in the inherent dignity of all people
- Celebrate individuality
- Value and appreciate diversity
- Honour self and others through words and actions

Together as a community we are committed to

- Striving for continuous improvement
- Challenging our ideas and strategy
- Helping one another to ask the right questions



Our Schools

The OWLS Trust and our Primary Schools within the Trust have a clear vision to provide the highest quality of education for all children.

All children should achieve their potential, make outstanding progress - with the gaps between groups narrowing - and have the opportunities to explore a rich and varied curriculum.

Little Hill promotes a strong multicultural ethos, nurturing the social and spiritual wellbeing of our children, and ensuring everyone is treated with respect and provided with every opportunity. We enjoy links with all faiths with many on and off-site activities for the children supported by the local community.

In 2024 Autumn term, we have 420 children on roll. We are a two form entry school with a Foundation intake of up to 60 each year. At the age of 11, the majority of children transfer to Wigston Academy Trust, South Wigston High School, Manor High School, Gartree High School and Beauchamp College.

Our local Board of Governors is established, with a dedicated Chair (Natalie Austin) and a developing team of professional parents, staff and community representatives. The Trust works closely alongside the Local Governing Bodies.

Little Hill Primary is part of the TMET Teaching Hub and Inspiring Leaders Partnership. We also are part of the National College CPD and Training Resources.

From the Teaching School Hub we draw the extensive benefits of shared practice and peer networks, ECT training, talent nurture, leadership development, research and many more staff development opportunities. We would expect our Headteacher and the leadership team at Little Hill to continue to play key roles within the Teaching School Hub.

**Living,
Laughing,
Learning
Together**

**NATIONAL
SUPPORT
SCHOOLS**

**QUALITY
MARK**

**VALUES
BASED
EDUCATION**

**HEALTHY
SCHOOLS
AWARD**

**PRIMARY
SCIENCE
QUALITY
MARK**

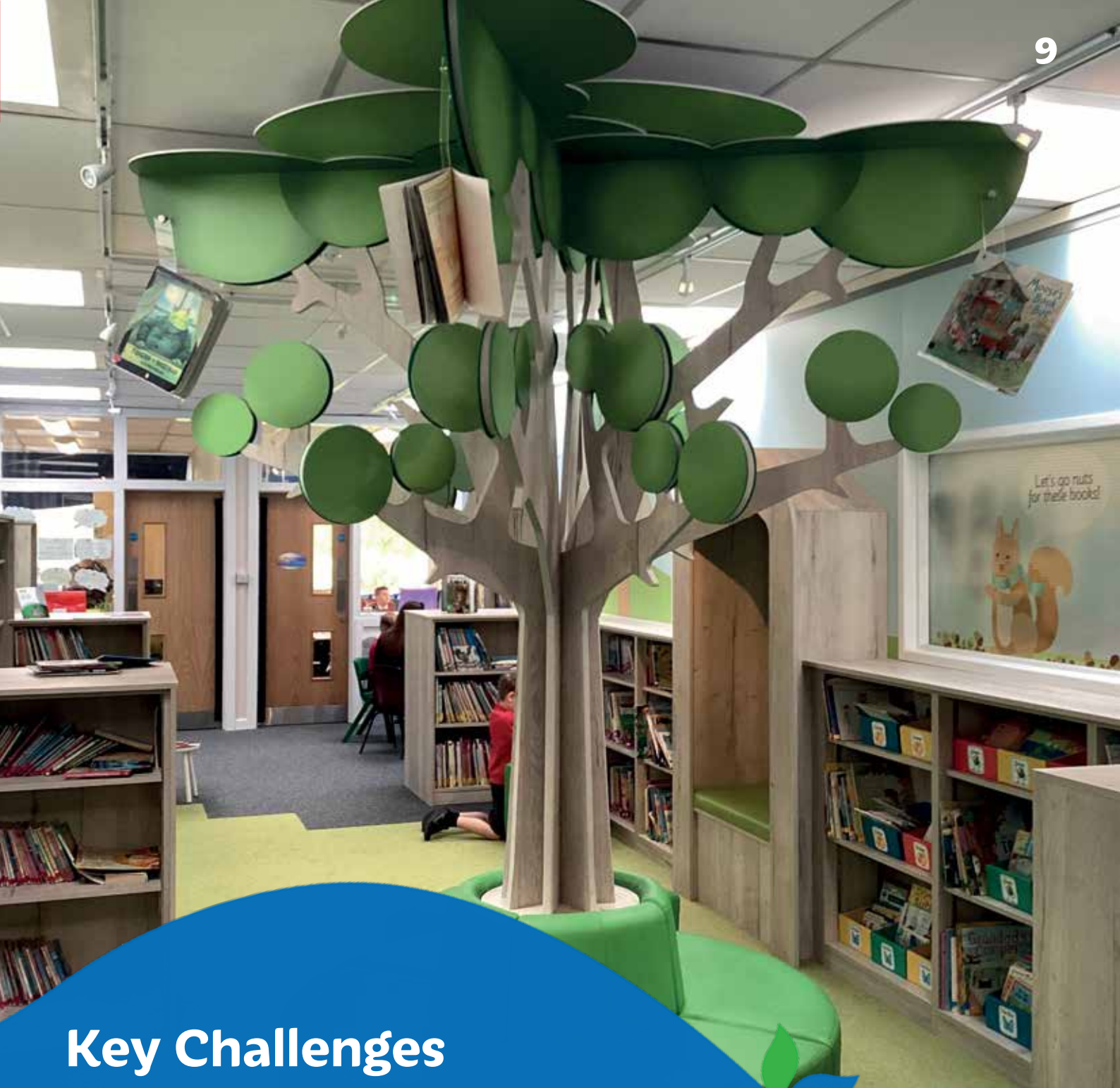
**NACE
MARK**

**INTERNATIONAL
SCHOOLS
AWARD**

**INSPIRING
LEADERS**

**ECO
SCHOOLS**

**TEACHING
SCHOOL
HUB**



Key Challenges

- New Leadership and Senior Leadership Team established
- Developing the school's role within the growing OWLS Academy Trust
- Maintaining the schools Good rating and developing this to Outstanding

Priorities

- Continue to improve our curriculum offer
- Move our Quality of Education from Good to outstanding
- Move to a provision based approach throughout Key stage 1

Our Trust

In this time of educational change, there are many opportunities for outstanding individuals to make a real difference to children and relish new opportunities to progress in their careers.

Working in an academy may be a new experience for some colleagues and we have tried to use the new freedoms to provide the very best working conditions and opportunities to allow the careers of talented individuals to flourish. We are currently a primary-focused academy chain working in the East Midlands.

OWLS Academy Trust was formed in September 2013 forming from a Federation of two schools Langmoor and Glenmere Primary Schools (previously federated in 2011/12).

Little Hill Primary School works alongside the Trust and helped to shape the OWLS Trust. Joining in 2015 following a thorough due-diligence and fact finding period, which shaped the pathway for our governance across the Trust. Fernvale Primary School has added to and complemented the workings of our Trust and joined in September 2016. Hinckley Parks became an Academy converter on 1st September 2017 and won 'School of the Year 2019' (Leicestershire Live Education Awards). New Lubbesthorpe Primary School is a new free school in Lubbesthorpe, which opened in 2019. The school is currently 2 FE and growing. In November 2022 Ravenhurst Primary School joined our Trust also a 2FE School and is going from strength to strength. Hollycroft Primary School is the first of its kind in Leicestershire, based in Hinckley it is a Net Zero School. Newly opened with 15 pupils. When at full capacity this school will delivery a Stem based education to 210 pupils. Our latest addition to the Trust is Newlands Primary School. Joining on the 1st January 2024. We have sponsored this school and our teams are all working incredibly hard to achieve successful outcomes. This gives us a total of 9 local Leicestershire Schools all working in collaboration and for the benefit of our children and local communities.

Expertise within the Trust ranges from NLE's, LLE's, SLE's and we are keen to develop our skills and School Improvement Processes across the Trust moving forward.



Glenmere Primary School

Email: office@glenmere.net

Telephone: 0116 288 2228

Web: www.glenmere.leics.sch.uk



Langmoor Primary School

Email: office@langmoor.leics.sch.uk

Telephone: 0116 271 2776

Web: www.langmoor.leics.sch.uk



Little Hill Primary School

Email: office@littlehill.leics.sch.uk

Telephone: 0116 281 1963

Web: www.littlehill.leics.sch.uk



Fernvale Primary School

Email: office@fernvale.leics.sch.uk

Telephone: 0116 241 6722

Web: www.fernvale.leics.sch.uk



Hinckley Parks Primary School

Email: office@hinckleyparks.leics.sch.uk

Telephone: 01455 632 556

Web: www.hinckleyparks.leics.sch.uk



New Lubbesthorpe Primary School

Email: office@newlubbesthorpe.leics.sch.uk
 Telephone: 0116 216 9963
 Web: www.newlubbesthorpe.leics.sch.uk



Ravenhurst Primary School

Email: admin@ravenhurst.leics.sch.uk
 Telephone: 0116 289 7808
 Web: www.ravenhurst.leics.sch.uk



Hollycroft Primary School

Email: office@hollycroft.leics.sch.uk
 Telephone: 01455 241171
 Web: www.hollycroft.leics.sch.uk



Newlands Primary School

Email: admin@newlands.leics.sch.uk
 Telephone: 01455 844369
 Web: www.newlands.leics.sch.uk

Working Together

Our schools range in size from 210 to just under 630 when at full capacity, from rural to city locations, and are at varying stages of their development. The schools work closely sharing practice through network teams in key areas such as Literacy, Numeracy, SEND, Pupil Premium, PE, Assessment and Science.

The Headteachers within the Trust meet regularly sharing best practice and developing policy and procedures. There is an extensive programme of inter-school work through sporting competitions, literacy activities, maths conferences and higher attaining pupil activities.

There are also opportunities for governors to work together through collaborative network groups, training days and Trust activities. Within the committees, governors from all schools work together holding each other to account and sharing good practice, reporting to the Trustees.

Each school retains its own Local Governing Body but links to the Trust. The Trustees are made up of representatives from across each of the Local Governing Bodies and independent Trustees. See our website: www.owlsacademytrust.co.uk





Trust Development

Over the next few years we expect to incorporate new academies into the Trust. The Trust aims to develop its capacity to recruit a central team to allow schools to focus on their core task of teaching and learning. Currently the Trust has:

- CEO – Chief Executive Officer
- CFO – Chief Finance Officer, who travels between schools to provide regular support
- Data Protection Officer who oversees all areas of GDPR across the Trust.
- Academy Business Managers - supporting each school office team
- School Improvement Lead



For Future Development

Network Manager, who supports the IT strategy across the schools and manages the technical staff and IT contracts.

Data Analyst, who supports all leadership teams with the collation and analysis of a wide range of performance and achievement data.

This is just the start of a central team which we aim to expand to also include a SEND provision, as well as possibly other support services such as a Social Workers.

We only work with schools that are committed to providing an outstanding education for all children and strive to develop ambitious individuals at all levels, regardless of background. All schools retain their autonomy for decision making but are held rigorously to account by the Trust for their decisions and outcomes.

Our Focus

Our focus needs to be clear and opportunities for children need to ensure that:

- All children develop a genuine love of learning and make great progress
- Achievement gaps are narrowing regardless of children's starting points
- Children are taught what they need to achieve to the best of their abilities
- Our pursuit of excellence is unwavering
- We learn from each other and create learning communities to share best practise

Recruiting new staff to work with our Trust is a fantastic and exciting opportunity to expand the pool of talent within our

organisation. We hope that all our appointments will have a transformational impact on the children and families our academies serve

With the appointment of a Headteacher, we also have the opportunity to identify potential system leaders of the future and actively seek individuals for the post who see this as an aspirational opportunity for their career development

The Trust is determined to provide inspirational learning opportunities and create learning communities where professionals, children and parents can learn from each other

Our academies promote high aspirations and have high expectations of all their stakeholders

We can offer

For Headteachers specifically, OWLS Academy Trust offers:

- A peer network of like-minded Headteachers
- A career development structure for talented Headteachers
- Recognition that all schools are unique, with an approach that encourages local accountability and governance that is responsive to community needs
- A commitment to excellence in education, grounded in a shared moral purpose of ensuring high quality provision for all learners
- An established track record of high quality education and experience of leading rapid school improvement
- An employer committed to offering all staff high quality professional development opportunities, shared resources and expertise
- Effective business management systems, ensuring that our academies are able to focus on delivering inspirational teaching and learning

We are looking for someone who

- Remembers what it is like to teach – understanding the workload and the pressures
- Has high expectations about the conduct and behaviour of the children and has a firm but fair approach
- Is innovative and encouraging
- Puts the needs of the children first and shows a genuine interest in every child
- Is understanding and empathetic
- Builds upon what has already been achieved, keeps what needs to be kept but has the courage to change what needs to be changed
- Sees children as individuals and not just numbers and levels
- Is inspired and committed to moving Little Hill to Outstanding – ahead of the rest
- Respects the abilities of the staff – one who challenges and actively encourages them to further develop
- Is an effective data analyst
- Works with the SLT to make decisions rather than working independently
- Has their door open to staff, parents and children
- Has vision – the ability to shape our future rather than let us be shaped by events
- Will promote the ethos of the school
- Is a team player who will speak up and defend/praise us to others because they value us and the work that we do

About Wigston & the Local Area

Wigston is 4 miles (6.4 km) south of the city of Leicester, at the centre of Leicestershire and the East Midlands. Oadby is 1 mile (1.6 km) to the east, connected by the B582 road. To the west along the B582, or Blaby Road is South Wigston, 1 mile (1.6 km).

The Grand Union Canal runs along a southern route below Wigston from Newton Harcourt 2 miles (3.2 km), Kilby Bridge 1 mile (1.6 km), and for several miles through South Wigston, Glen Parva 2 miles (3.2 km), Blaby 3 miles (4.8 km) and on towards Leicester.

Wigston's population of approximately 32,000 live in both the post-war private suburban housing estates surrounding the old

town centre, and the 19th century buildings now sandwiched between modern housing developments. The oldest of the post-war developments is Wigston Fields north of Wigston towards Knighton and Leicester; the Meadows and Little Hill estates were developed in the 1970s and 1980s to the east and south of Wigston's old centre. Wigston Harcourt is an area of housing developed up until the early 1990s between the Little Hill and Meadows estates. These three estates mark the boundary of the greater Leicester urban area, beyond which lies agricultural land.



Headteacher Job Description

Job Title:	Headteacher
ISR:	L17-L23 £69,970 - £81,070 - Group 3 NOR 420
Responsible to:	The Governing Body, represented by the Chair and to the CEO and Trustees of the Trust
Responsible for:	All teaching and support staff
Job purpose:	To provide vision and professional leadership, securing the success and continuous improvement of the school.

The Headteacher will take overall responsibility for the organisation, management and conduct of the school in accordance with the Academy's Articles of Association and policies and in consultation with the Governing Body.

The Headteacher will work with staff, governors, parents/carers, OWLS networks and wider good practice to build on the strong foundations that are in place in order to maintain and further improve all aspects of the school's standards and quality.

Ensuring equality, safety, respect and a multicultural ethos, working in partnership with the local community, is central to the aims and ethos of the school and these will be reflected in all aspects of the Headteacher's work.

The Headteacher will fully understand the current legal requirements, local and national policies and guidance on safeguarding and the promotion of the wellbeing of children and young people, and will ensure that all requirements are met in full.



Core Purpose

The core purpose of this role is to provide professional leadership, strategic direction and management to Little Hill Primary School in order to ensure the school's success. To achieve this, the Headteacher will work in partnership with staff, governors, parents and children to:

- Inspire the whole school community and effectively provide vision, leadership and direction.
- Create and maintain an environment which promotes and secures outstanding teaching, effective learning, and high standards of achievement, behaviour and a passion for learning.
- Promote excellence, equality and high expectations of staff and pupils.
- Create a safe and productive learning environment that is engaging and fulfilling for all staff and pupils.
- Evaluate the Academy's performance and identify priorities for continuous improvement.
- Deploy resources to achieve the school's aims and priorities within the ESFA financial limitations.
- Carry out day-to-day management and organisation of the school.

Key Areas: Strategic direction and shaping the future

- Ensure that the schools agreed mission statement and aims are at the centre of everything it does.
- Work with and advise the Governing Body on the formulation of its policies and their implementation, and attend meetings of the Governing Body and its committees as required.
- Work with the Governing Body and other key stakeholders to ensure Little Hill Primary School's mission statement, aims and vision is clearly articulated, shared, understood and acted upon effectively by all.
- Drawing on experience and best practise, work together with the Governing Body, Senior Leadership Team and staff to create and implement a strategic development

plan and annual improvement plans which are underpinned by sound financial planning.

- Ensure policies and practices take account of national, local and school data and inspection and research findings and reflect best practise.
- Monitor and evaluate the effects of policies, performance and practice, taking appropriate action to secure continuous improvement.
- Be forward thinking to ensure that Little Hill Primary School Governors and senior staff are well informed about current and innovative educational thinking and developments, in order to ensure the school is well placed to make decisions in the best interests of its future development.

Leadership and Management

- Lead by example as a model of professional conduct and presentation, demonstrating high personal standards of expertise and commitment.
- Maximise the contribution of all staff and develop a performance culture which supports the best possible outcomes for children.
- Develop constructive working relationships with governors, staff, children, parents and external partners alike.
- Plan, allocate, support and evaluate work undertaken by groups, teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities in a manner that is consistent with their terms and conditions of employment.
- Implement and maintain effective systems for performance management, lead continual professional development (CPD) of staff.
- Motivate and enable all staff to carry out their respective roles effectively, ensuring that professional duties, as outlined in the Teachers' and Headteachers' Standards, are undertaken to the highest degree.
- Implement successful performance management processes with all staff.
- Arrange for the Deputy Headteacher or other suitable person to assume responsibility for the discharge of the

Headteacher's duties at any time when absent from school.

- Work closely with the School Business Manager to manage the school's financial resources effectively and efficiently to achieve the school's educational goals and priorities in accordance with the DfE and ESFA guidelines.
- Work with the Governing Body and SLT to recruit staff of the highest quality, complying at all times with best and safer recruitment practice.
- Work with the SLT to deploy all staff effectively in order to ensure the highest quality of education provided.
- Work closely with the Site Manager and organise accommodation efficiently and effectively to ensure the needs of the curriculum and health and safety regulations are met at all times.
- Ensure that the range, quality and use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all students and provide value for money.
- Use and integrate a range of technologies effectively and efficiently to manage the school.

Leading, Learning, Teaching

- Ensure that learning is at the centre of strategic planning and resource management.
- Work with the SLT to secure and sustain outstanding teaching and learning throughout the school employing a robust system of monitoring, evaluation and review supported by high quality CPD.
- Challenge underperformances at all levels and ensure action is taken to secure improvement.
- Maintain a consistent and continuous all-inclusive focus on pupils' achievement, using data and benchmarks to monitor progress in every child's learning.
- Create a culture and ethos of challenge and support where all pupils can achieve success and become engaged in their own learning.





Leading, Learning, Teaching cont'd...

- Ensure that school resources are effectively targeted to ensure all groups of pupils achieve well.
- In collaboration with staff, determine, organise, implement and monitor the curriculum and its assessment to ensure that they meet with statutory requirements; are relevant to the needs of all children; fulfill the Headteacher's duties under the 1998 Standards and Framework Act and any subsequent revisions in relation to the National Curriculum.
- Ensure that there is a robust system of assessment of children's achievement and that there is an effective, accurate method of reporting to parents, which ensures parents are well informed about their child's attainment and progress and how they can support this at home.
- Maintain the principle of assessment for learning and effective use of children's data, in order to set challenging yet realistic targets for all children.
- Take a strategic role in the development of new and emerging technologies to enhance and extend the learning experience of students.
- Create and maintain effective partnerships with parents to support and improve children's achievement and personal development.
- Ensure that parents and children are well informed about the curriculum, attainment and progress and about the contribution they can make in supporting children's learning and achieving the school's targets for improvement.
- Implement and maintain strategies that secure outstanding standards of punctuality and attendance.
- Create and maintain an environment and code of behaviour that promotes and secures safety and discipline.
- Determine and implement policies which promote self-discipline and regard for authority and the law; good conduct and behaviour; positive strategies for developing equality in the community; positive strategies and programmes for children's support and clear guidance on exclusions and other disciplinary matters.

- Develop effective links with the community to enhance teaching and learning, and encourage parental involvement in children's education.

Developing self and working with others

- Regularly review own practice, set personal targets, and take responsibility for own personal development.
- Develop and maintain effective strategies and procedures for staff induction, professional development and performance reviews.
- Treat people equitably and with dignity and respect to create and maintain a positive culture across the school.
- Ensure clear delegation of tasks and responsibilities, so that teams and individuals undertake effective planning, allocation, support and evaluation of work.
- Motivate and inspire the governors and the whole staff team, developing excellent, professional working relationships.
- Develop an excellent working relationship with the Chair of Governors and Senior Leadership Team, engaging regularly in open discussion.
- Acknowledge responsibilities, recognise skills and talents and celebrate achievements of teams and individuals.
- Build a collaborative learning culture within the school and actively engage with other schools to build effective learning communities.
- Manage own workload and that of others to allow an appropriate work/life balance.
- Foster excellent relationships with local and national professional partners in order that children and staff may benefit from the development they offer.

Securing accountability

- Create and develop an organisation in which all the members of the school recognise that they are accountable for the success of the school.
- Be accountable to the Governing Body.
- Present a coherent and accurate account of the school's performance in a form

appropriate to the range of audiences, including governors, staff, parents, Ofsted, DfE and others to enable them to play their part effectively.

- Work with the Governing Body, providing information, objective advice and support, to enable it to meet its responsibilities.
- Promote an ethos that enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes.
- Ensure individual staff accountabilities are clearly defined, understood, agreed, and subject to rigorous review.
- Co-operate and work with relevant agencies to safeguard children.
- Carry out any such duties as may be reasonably required by the Governing Body.

Strengthening community

- Collaborate with other agencies to promote the academic, spiritual, moral, social, emotional and cultural well-being of children and their families.
- Ensure learning experiences for children are integrated with the local and wider communities.
- Create and maintain an effective partnership with parents and carers to support and improve students' achievement and personal development.
- Actively engage with parents and carers, community figures, businesses and other organisations to enrich the Academy and its value to the wider community.
- Co-operate and work with relevant agencies to protect children and young people.



Head Teacher Person Specification

	Essential	Desirable	Assessed by
Education/training/qualifications			
Qualified Teacher Status.	Y		App, Doc
NPQH (unless previously in post as headteacher before 1/4/04).		Y	App, Doc
Management or leadership training or qualification.		Y	App
Demonstrable commitment to continuing professional and personal development.	Y		App/ Int, Doc
Experience			
Experience of successful teaching In the Primary Phase.	Y		App
Experience of teaching across schools.		Y	App
Experience of a range of responsibilities covering different aspects of school life which have had demonstrable outcomes for children.		Y	App
Experience of successfully leading and managing whole school change initiatives.	Y		App/ Int, Ref
Experience of raising achievement.	Y		App/ Int, Ref
Experience of monitoring and evaluating teaching and learning.	Y		App/ Int, Ref
Experience of developing relationships with the wider community.		Y	App
Experience of managing budgets successfully.		Y	App, Ref, Int.
Knowledge			
Understanding of the environment within which the school operates – at national and local level.	Y		Int
Knowledge of relevant statutory requirements relating to schools.	Y		Int
Sound up to date knowledge of developments in education, teaching and learning and best practice.	Y		Int
Understanding of how high quality performance management for all staff is linked to the school improvement	Y		Int
Up to date knowledge of safeguarding requirements and the ability to put this into practice.	Y		Int, Ref
Understanding of equal opportunities and able to put this into practice.	Y		Int, Ref
Knowledge of the principles of financial management in schools.	Y		Int
Basic knowledge of health and safety and employment law.		Y	App/Int
Competencies			
To think strategically and develop a vision for the school.	Y		Int
To think creatively and imaginatively to identify opportunities.	Y		Int
To set, monitor and evaluate targets.	Y		App, Int
To think analytically, making informed use of inspection, benchmarking and research findings.	Y		Int/Ex
To investigate problems, evaluate options, identify solutions, make and implement plans and monitor outcomes.	Y		App/Int, Ref
To use resources cost-effectively.	Y		Int/Ex
To work effectively within policies and procedures.	Y		Int, Ref
To make sound decisions, often under pressure and to tight deadlines.	Y		Int/Ex, Ref
High standard of written communication skills.	Y		App, Ex
To use numerical and financial data confidently.	Y		Ex
To communicate sensitively, clearly and persuasively with people at all levels.	Y		Int, Ex, Ref
To manage and motivate individuals and teams to achieve high standards of performance.	Y		Ex, Ref

	Essential	Desirable	Assessed by
Competencies continued			
To manage conflict effectively.	Y		Int, Ref
To develop and maintain collaborative relationships with a wide range of agencies and individuals.	Y		App/ Int, Ref
If required: To undertake the responsibilities of a class teacher.	Y		Ex, Ref
Personal attributes			
To command credibility and respect from all members of the school community.	Y		Int, Ex, Ref
Commitment to valuing cultural diversity	Y		Int
Emotional resilience.	Y		Int, Ref
Able to adapt to changing circumstances and new ideas.	Y		App/Int, Ref
To be an inspiring role model for staff and pupils.	Y		Ref
Able to achieve challenging professional goals.	Y		App/ Int, Ref
Other requirements			
Satisfactory Enhanced Disclosure and Barring service check.	Y		Doc

Key	
App	Application
Int	Interview
Ex	Exercise or activity
Ref	References
Doc	Documentary evidence





How to apply

The application form is available to download within our OWLS Trust website (www.owlsacademytrust.co.uk) and across our nine schools. To apply, please forward the completed application form, together with a supporting statement outlining your suitability for the role. Your supporting statement should demonstrate how you satisfy the qualifications and experience elements of the person specification.

For candidates invited to interview, these responses will be explored further together with the other elements of the person specification.

Please send your completed application by e-mail to: office@littlehill.leics.sch.uk by 9am on Monday 13th May 2024. All applications will be acknowledged.

Interviews, tasks and a presentation with Trustees and Governors on Wednesday 22nd May 2024. The presentation is to last 10 minutes and is to be titled: My Vision for Little Hill Primary School. Questions will follow your presentation.

Should you have any queries, or would like a confidential conversation, telephone appointments are available with either Peter Merry, CEO or Jonathan Tedds, Chair of Trust. Please phone 0116 2169963 to arrange.

We would expect and encourage, potential applicants to visit us at school informally. Please contact Louise Preston or Vina Pankhania on 0116 2811963 to arrange a visit before the application deadline.

Safeguarding

OWLS Academy Trust is committed to safeguarding and promoting the welfare of children and young people and we expect all staff to share this commitment. All staff and volunteers are therefore expected to behave in such a way that supports this commitment. As part of the Trust's shortlisting process, all shortlisted candidates will be subject to an online search as part of our due diligence. Appointment to this post will also be subject to satisfactory pre-employment checks.

Inclusion

At our Trust inclusion means everyone is welcome. Everyone is treated fairly and with respect. We value individuality and uniqueness and aim to create a sense of belonging. We want an inclusive workplace that helps build the success of our pupils and reflects the diversity of the communities we serve.

www.owlsacademytrust.co.uk
www.hinckleyparks.leics.sch.uk
www.glenmere.leics.sch.uk
www.langmoor.leics.sch.uk
www.littlehill.leics.sch.uk

www.fernvale.leics.sch.uk
www.newlubbethorpe.leics.sch.uk
www.ravenhurst.leics.sch.uk
www.hollycroft.leics.sch.uk
www.newlands.leics.sch.uk







OWLS ACADEMY TRUST HEADTEACHER RECRUITMENT PACK

Little Hill Primary School

Email: office@littlehill.leics.sch.uk

Telephone: 0116 281 1963

www.littlehill.leics.sch.uk