

Headteacher

Required from September 2025

Closing date: Monday 27 January at 8.00am

Interview dates: Thursday 6 and Friday 7 February

Poppleton Road Primary School is seeking its next inspirational Headteacher to lead the school on the next stage of its journey. Poppleton Road is a popular and successful school thanks to its warm and friendly community where every child can expect to receive the best possible education and opportunities. We are looking for an outstanding school leader who will:

- **engender a nurturing and inclusive classroom environment where children are safe, cared for and can enjoy their learning**
- **ensure all provision meets the diversity of educational needs across the school**
- **have a proven track record and an unfaltering determination to lead school improvement**
- **lead and support staff so that all children have the opportunity to reach their fullest potential**
- **play an active role in the development of our thriving Multi Academy Trust**

The successful candidate will have a clear, focussed vision to take the school forward and the practical skills to turn that vision into a reality. You will also build positive and productive relationships with children, staff, governors and families based on respect, trust and integrity.

Pathfinder Multi Academy Trust is an equal opportunities employer, committed to safeguarding and promoting the welfare of children. Enhanced DBS check required. As part of our due diligence process, an online search will be conducted on all shortlisted candidates. These checks are carried out in accordance with Keeping Children Safe in Education (KCSIE) guidance to determine suitability to work with children and young people and keep them safe.

GRADE

L17 - L23

Starting point negotiable dependent on experience

CONTRACT

Full Time, permanent

REPORTS TO

The school's Local Governing Committee and Chief Executive Officer of the Trust

HOW TO APPLY

To apply, please complete an application form and include a two-sided letter outlining your experience and vision for the school. Completed applications should be posted or emailed to:

Mr A Daly, Chief Executive Officer
Pathfinder Multi Academy Trust
Archbishop Holgate's School
Hull Road, York, YO10 5ZA

Email: recruitment@pmat.academy

ADDITIONAL INFORMATION

We are offering visits to the school on Thursday 16 January from 1.15pm to 3.00pm and on Friday 17 January from 9.00am to 11.00am. If you would like to attend, please make an appointment by contacting the CEO's PA, Jacqui Sissons, on 01904 411341 or by emailing jsissons@ahs.pmat.academy.



About our School

Poppleton Road Primary School (endearingly referred to by the school community as Poppy Road) is a popular, well regarded and happy school situated just on the outskirts of York City Centre. It has almost 400 children on roll from age 4 to 11. The school is very excited that it has recently been granted a significant change so that it can now admit 3 year olds and it is working hard to have this provision open for the 2025-2026 academic year.

Poppy Road has fantastic warm and friendly children, an incredibly hardworking and dedicated staff team, a very committed Local Governing Committee and wonderful families who we have developed excellent partnerships with.

Poppy Road has the feel of a big family and all members of the school community are dedicated to supporting children and adults alike. We have children who genuinely love coming to school and a staff team who are very established and committed to life at Poppy Road.

We thrive on an ethos of support and continuous improvement through modelling and developing best practise, coaching and motivating a talented and dedicated staff team.

Poppy Road is a happy, vibrant, inclusive and an increasingly diverse school. We pride ourselves on basing all of our work around our four values of Success, Enjoyment, Community and Safety.

We are a very safe and welcoming place to learn and are committed to meeting the needs of every child in an environment of nurture and support.

Poppy Road continuously strives to be the 'school of choice' within the local area and values and develops many successful partnerships with our community partners.





About our Trust

Providing an excellent education from age 2 to 19



Setting the course

Formed in August 2016, Pathfinder is a successful, well-established Multi Academy Trust serving more than 6,200 children and their families across York and North Yorkshire.

We are a flourishing and supportive learning community. A partnership of like-minded Church and Community Schools, where a clear and ambitious vision of a high quality inclusive education **sets the course** and permeates across all areas of school life. Pathfinder has a proven track record of **leading the way**. We are a Trust with strong examination results, high quality teaching



Leading the way

and learning, an inspiring curriculum, excellent opportunities for personal development and a wide, varied programme of extra-curricular opportunities.

We understand that achievement comes in many different forms and work collectively to **serve and inspire**, nurturing aspiration and promoting excellence in all our students. We value the uniqueness and diversity of each of our schools, celebrating this distinctiveness and the contributions they make to the wider Pathfinder community.



Serving and inspiring

Pathfinder schools



ACOMB PRIMARY SCHOOL



Archbishop Holgate's School

A Church of England Academy Founded 1546



Badger Hill
PRIMARY SCHOOL



Barlow CE Primary School

Part of the White Rose Federation - One family, branching out together



Burton Salmon CP School

Part of the White Rose Federation - One family, branching out together



Chapel Haddlesley CE School

Part of the White Rose Federation - One family, branching out together



Clifton with Rawcliffe



Hempland
Primary School



Heworth
Church of England Primary School



Huntington
PRIMARY ACADEMY



Malton School
A Specialist Science School



New Earswick
Primary School



Poppleton Road
Primary School



Rufforth
Primary School
Inspire · Care · Grow



St Barnabas
CHURCH OF ENGLAND PRIMARY SCHOOL



St Lawrence's
CHURCH OF ENGLAND PRIMARY SCHOOL



Tang Hall
Primary School



Welburn
COMMUNITY PRIMARY SCHOOL



Job Description

JOB PURPOSE

To provide professional leadership and management of the school, its children, staff and premises, which will ensure and promote a secure foundation from which to achieve excellent outcomes in all areas of the school's work.

STATUTORY RESPONSIBILITIES

The post holder will carry out the duties of a Headteacher as set out in the current edition of the School Teachers' Pay and Conditions document and will meet, in full, the National Standards for Headteachers. In addition to the expectations set out in the four domains of the National Standards of Excellence for Headteachers, the post-holder should also undertake the duties specified in the remainder of this job description.

MAIN DUTIES AND RESPONSIBILITIES

- Work with the Local Governing Committee and other key stakeholders, including those in the wider Multi Academy Trust, to deliver an outstanding, safe and supportive environment to maximise the opportunity and potential for every single child.
- Demonstrate and articulate high expectations for the whole school community, to ensure the school vision and values are clearly shared, understood and lived by all.
- Promote and safeguard the welfare and wellbeing of all children within the school by ensuring that the school's policies, procedures and routine practices relating to safeguarding children and child protection are implemented fully and followed by all staff.
- Formulate a vision for continuous school improvement within a clear school development plan and lead staff and Governors in reviewing and evaluating the effectiveness of the plan.
- Embed and maintain a consistent and continuous focus on high standards of teaching and learning using data and benchmarking to monitor progress in every child's learning and development, leading by example in the provision of excellent teaching.
- Promote and model excellent teaching, focusing on promoting high expectations of all children, ensuring a consistent school-wide focus on children's achievement and attainment.
- Lead and manage all staff effectively and efficiently to achieve the school's educational goals and priorities; monitoring, evaluating and reviewing on an ongoing basis.
- Ensure that effective evaluation, assessment and performance management systems in school engage the whole school community in continuous improvement.
- Foster and model a highly inclusive, caring and positive ethos across the whole school community, and lead by example, demonstrating the school's vision and values in everyday work and practice.
- Ensure inclusive learning is at the centre of strategic planning and resource management.
- Ensure that staff, children, parents and others feel able to raise concerns and that these are addressed sensitively and effectively.



Job Description

MAIN DUTIES AND RESPONSIBILITIES

- Provide strategic vision to ensure that all projects relating to the redevelopment/remodelling of the school's site and facilities are on track to deliver the best outcomes for the school and its community.
- Take a strategic role in the development of new and emerging technologies in maintaining a broad, balanced, challenging and engaging curriculum and its delivery to extend and enhance the learning experience of children and the wider school community; actively engaging with other schools to build effective learning communities aligned with appropriate pedagogical strategies.
- Ensure resources are allocated appropriately to allow all staff to discharge their responsibilities fully.
- Set appropriate priorities for expenditure within a balanced budget, allocating funds and ensuring effective financial and administrative control.
- Manage and organise the school site and its environment effectively to ensure that it meets the needs of the curriculum and health and safety regulations.
- Collaborate effectively with schools and other Headteachers within the Multi Academy Trust to develop and achieve wider Trust goals.
- Lead the school through rigorous self-evaluation, including quality assurance and performance management at all levels.
- Other duties and expectations as agreed with the Trust's Chief Executive Officer and/or the school's Local Governing Committee.
- Engage the whole school community (children, parents, staff and governors) proactively through effective and modern communication methods.



Person Specification

EDUCATION AND QUALIFICATIONS	ESSENTIAL	DESIRABLE
■ Qualified Teacher Status.	✓	
■ Degree or equivalent qualification.	✓	
■ Evidence of further professional development relevant to the post.	✓	
■ NPQH.		✓
■ SENDCo Qualification.		✓
EXPERIENCE AND KNOWLEDGE		
■ Recent and substantial experience as a Headteacher/Deputy Headteacher/Assistant Headteacher within the primary phase.	✓	
■ Experience of leading curriculum areas and initiatives.	✓	
■ Experience of teaching in two or more primary schools.		✓
■ Experience of effective school development planning and a track record of delivering outcomes and monitoring for impact.	✓	
■ Knowledge of current national and local welfare and safeguarding legislation, practices and procedures.	✓	
■ Experience of managing budgets in accordance with a curriculum-led financial plan.	✓	
■ Knowledge and understanding of responsibilities related to Keeping Children Safe in Education.	✓	
■ Experience of managing and developing staff; including holding them to account in accordance with a performance management system.	✓	
■ Experience of involvement in strategies to develop collaborative work with other schools.		✓
■ Experience of developing a creative curriculum.	✓	
■ SEND leadership experience.		✓
PROFESSIONAL SKILLS AND ABILITIES		
■ An outstanding school leader with a proven track record of school improvement, monitoring, evaluating and reviewing on an ongoing basis.	✓	
■ Evidence you are an outstanding classroom teacher with a commitment to both academic progress and the personal development of children.	✓	
■ Communicate effectively with staff, parents, governors, children and community members.	✓	



Person Specification

PROFESSIONAL SKILLS AND ABILITIES	ESSENTIAL	DESIRABLE
■ Demonstrate strong presentation skills with the ability to engage others and to listen.	✓	
■ Evidence they you are an effective decision maker with good judgement on when to modify and when to maintain a position.	✓	
■ Demonstrate excellent time management, organisational and delegation skills and ability to manage workloads.	✓	
■ Use assessment to monitor and evaluate learning outcomes for all children.	✓	
■ Identify appropriate professional development for staff and yourself.	✓	
■ Identify the components of and oversee and monitor the delivery of a broad and balanced curriculum.	✓	
■ Demonstrate an enthusiastic and collaborative approach with distributive leadership.	✓	
■ Evidence financial competence/budget management skills.	✓	
■ Evidence excellent understanding of the primary curriculum and assessment across all key stages including Foundation Stage.	✓	
■ Demonstrate the creative use of ICT across the curriculum and as a communication and management tool.	✓	
■ Work in collaboration with other schools, fellow professionals and external organisations to improve outcomes for all children.	✓	
■ Drive improvement and challenge underperformance.	✓	
PERSONAL QUALITIES		
■ Be a highly visible leader, open and approachable to all.	✓	
■ Be self-motivated and able to motivate others.	✓	
■ Be able to forge strong links with parents, carers and the whole community.	✓	
■ Demonstrate a confident leadership style with the ability to build and nurture effective teams.	✓	
■ Demonstrate commitment and resilience.	✓	
■ Provide every child and every adult in school the opportunities and support they need to thrive.	✓	

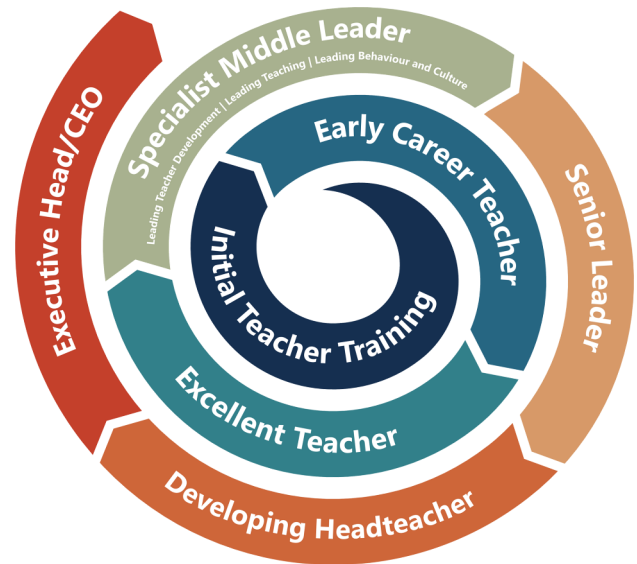
Professional Development

The professional development of our staff is a key commitment of the Trust and we have a career pathways programme to ensure we recruit, develop and retain the very best colleagues.

Teaching Staff

For our teaching staff, we have a career pathways programme which starts with Initial Teacher Training and progresses through to Executive Headteacher/CEO. At Pathfinder we:

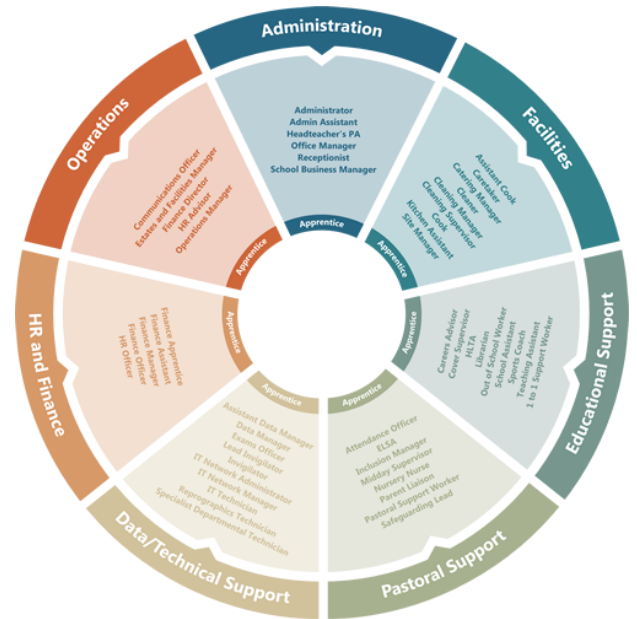
- create a bespoke pathway to develop each person's individual talents and ambitions.
- provide staff with the highest quality research-proven CPD training.
- offer access to skilled leaders and mentors.
- give staff opportunities for development from Initial Teacher Training to senior management.



Support Staff

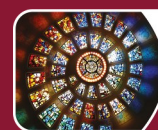
The support staff in our schools benefit from our Learning, Training and Development programme which aims to ensure that all staff are equipped with the necessary skills, qualifications and resources to fulfil their roles to the highest standard. At Pathfinder, our support staff will:

- be confident in fulfilling all aspects of their role to the highest level.
- act as a source of support, advice and guidance to their colleagues.
- identify any training and development needs for themselves and staff they manage.
- be given support and advice to develop their skills to progress to posts at the next level.



Pathfinder Teaching School Hub

Staff in our schools are able to benefit from the wide range of training and development opportunities delivered through the Pathfinder Teaching School Hub, based at Archbishop Holgate's School. As well as providing the full suite on National Professional Qualifications, the Hub and its key partners deliver a wealth of training and development opportunities for teachers at every stage of their career across our urban, rural and coastal school communities.



Pathfinder
Teaching School Hub



Benefits of Working at Pathfinder

Our range of employee benefits aims to support the health and wellbeing of our staff ensuring they are valued and supported throughout their time at work.

Pension Scheme

You are offered membership of either Teachers' Pension Scheme, or for support staff, the Local Government Pension Scheme. As well as employee's paying into the scheme (banded, based on earnings) Pathfinder also pays into the scheme on your behalf at the following rates (regardless of earnings).

Local Government Pension Scheme

We contribute an additional 20.4% of your salary.

Teachers' Pension Scheme

We contribute an additional 28.68% of your salary.

Staff Benefits Platform

Our dedicated employee benefits platform Vivup provides staff with access to all of our benefits in one easy to use and convenient place.



Vivup also provides exclusive benefits through their platform and the option to spread the cost of purchasing items straight from your salary through the home and electronics and cycle to work benefits.

CSSC Sports and Leisure

Our staff benefits scheme with CSSC gives Pathfinder staff access to over 4,500 benefits,



offers and activities including savings at restaurants, cinemas, gyms, theme parks and attractions; up to 70% off shopping with thousands of online and high street retailers and free health and wellbeing portal for courses, classes and content.

TES Magazine Subscription

All Pathfinder employees have unlimited access to the online TES magazine keeping you up to date with the latest education news, analysis and teaching and learning knowledge.



Employee Assistance Programme

Making sure everyone at Pathfinder gets the support they need whatever their



worries, the Employee Assistance Programme provides specialist counselling and resources 24 hours a day, 365 days a year. The service is completely confidential and provides support by telephone or online from specialist call handlers and counsellors who understand the demands of working in education. You can also access:

- Emotional support and counselling
- Six sessions of in person or telephone counselling
- Access to online Cognitive Behavioural Therapy
- Specialist information on work-life balance
- Financial and legal advice

Able Futures

As a Trust, we are subscribed to Able Futures which provides up to nine months of confidential, no cost advice, guidance and support from mental health professionals to help you cope with work while you manage a mental health condition such as anxiety, depression or stress.



Discounted Bus Travel

As part of the First Bus Commuter Travel Club, Pathfinder employees benefit from discounts on work and leisure travel using First Bus services. The benefits include:



- Savings on discounted monthly bus tickets
- Unlimited bus travel in your chosen zone
- Tickets delivered straight the First Bus app
- Spread the cost of annual travel

Free Will Writing Service

Estate planning and will writing specialists Durham McCarthy



are able to offer Pathfinder employees a free will writing service to help you plan for your future, protecting your family and loved ones.