



# Headteacher Recruitment Pack

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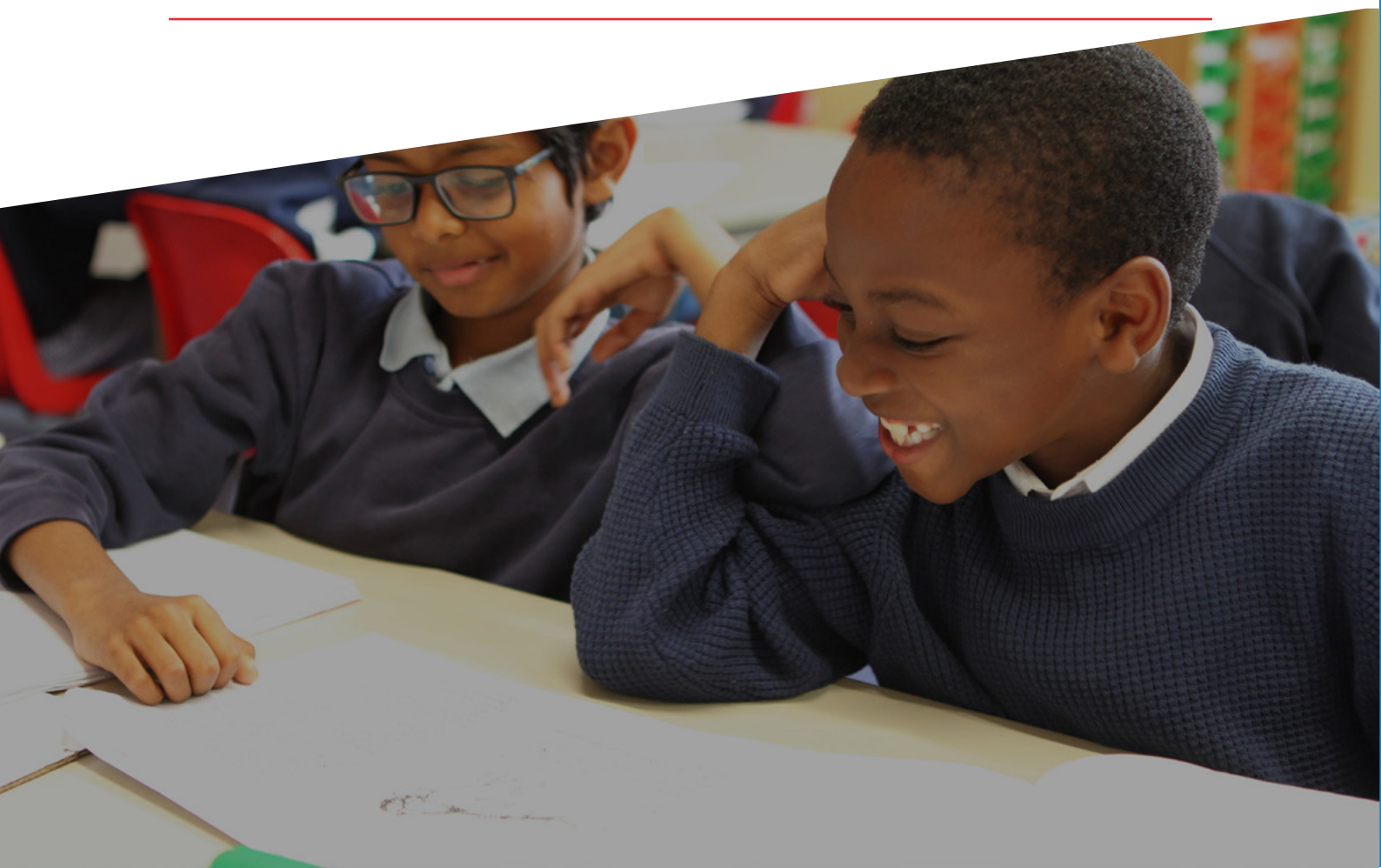
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# Welcome from the Chair of Governors

Thank you for your interest in applying for the post of Headteacher at Radstock Primary School, a school within the Orchard Learning Alliance.

This vacancy has arisen due to the resignation of our current Headteacher to another Headship within the trust. This creates a rare opportunity for an enthusiastic and dedicated individual, who is committed to supporting high standards, to lead our school in the next stage of its development.

Radstock Primary School has a talented and committed team of school staff, as well as engaged and enthusiastic children. All this hard work and dedication from the staff and pupils has resulted in Radstock Primary School being placed as the third highest state primary school in Wokingham on The Times Top 1000 state primary schools list. This means we are now in the top 2% of primary schools in the country. The governing body are proactive and visit the school often. Governors ensure that Radstock Primary School is a happy and safe place to learn. Staff well-being and support is high on our agenda.

Despite Ofsted identifying Radstock as strongly good in January 2022, the governing body and senior leadership team have continued to develop the school. Most recently, this has resulted in the opening of a 21-place SEND unit for children with social communication difficulties in September 2024.

Radstock will join the Orchard Learning Alliance Trust in the Autumn of 2025. Since the Trust's conception in 2022, Radstock Primary School has played an important role in shaping the vision of the Trust.

The Orchard Learning Alliance offers a strong and collaborative school improvement model (that Radstock Primary School benefits from) so that all of our children and community thrive. The OLA provides enhanced opportunities for mutual challenge, sharing best practice and providing exciting opportunities for all our staff. We are excited to be a part of this MAT which is being developed by the schools themselves.

I hope that this pack gives you some flavour of our amazing school. I would also encourage you to visit our website: [www.radstockprimary.org.uk](http://www.radstockprimary.org.uk) and the Orchard Learning Alliance's website: [www.orchardlearningalliance.com](http://www.orchardlearningalliance.com) to find out more information.

I would also encourage you to visit Radstock Primary School and see the school in action. Please contact Alethia Peddle, email: [apeddle@radstock.wokingham.sch.uk](mailto:apeddle@radstock.wokingham.sch.uk) or phone: 0118 986 9050 to arrange a visit. I look forward to hearing from you.

Yours Sincerely,

**Karan Mehra,**  
Chair of Governors



# Our Trust

The **Orchard Learning Alliance** is a family of 10 schools which came together in 2022 as equal partners to create a new multi academy trust based on a common set of values and principles. We believe that education has the power to transform lives and that by working together, as a family of schools, we will enhance the life chances of all our children by equipping them with the knowledge, skills and confidence to thrive. Our mission is to promote learning excellence and social justice through exceptional schools, and our formation has been guided by these principles:



- **Autonomy:** each school must retain its own unique identity within its own community.
- **Alignment:** we aim to align systems and practice through consensus to achieve higher quality and efficiency.
- **School Improvement:** must always be at the heart of our culture.

We are working in partnership with our Regional Director of Education on a phased growth strategy. Currently we have four schools in the Trust while another six schools, including Radstock Primary School, are in a Trust Partnership Agreement. We anticipate that these six schools, all of which have Academy Orders, will convert and join the Orchard Learning Alliance between April and October 2025.

As part of the OLA, Radstock Primary School benefits from:

- ✓ A supportive network of experienced Headteachers and school leaders
- ✓ Regular support and challenge from our team of School Support Partners
- ✓ Wider networking and collaboration through the Schools Learning Alliance
- ✓ Bespoke support with finance, budget setting, premises and digital services
- ✓ Centralised setting of statutory policies

We recognise that our Trust exists because the leaders and Governors of our schools chose to come together, and this process has therefore, been one of co-design and co-production. We are dedicated to carrying this ethos forward, ensuring we remain embedded in, and continue to support, our school communities.

The new Headteacher of Radstock Primary School will join a strong and supportive network and will contribute to the further development of our Trust.

**Tom Bartlett**  
**Chief Executive Officer**



**ORCHARD**  
**LEARNING ALLIANCE**

# Radstock Primary School

## About our school

Radstock Primary School is an excellent, inclusive and welcoming primary school with a nursery and a newly opened SEND unit, located in Earley, Reading. The Radstock Primary School community is diverse, with over 60% of families coming from other countries which is highly celebrated. With such an ethnically diverse population, oracy is a significant strength at Radstock. Pupils have regular opportunities to speak throughout lessons using



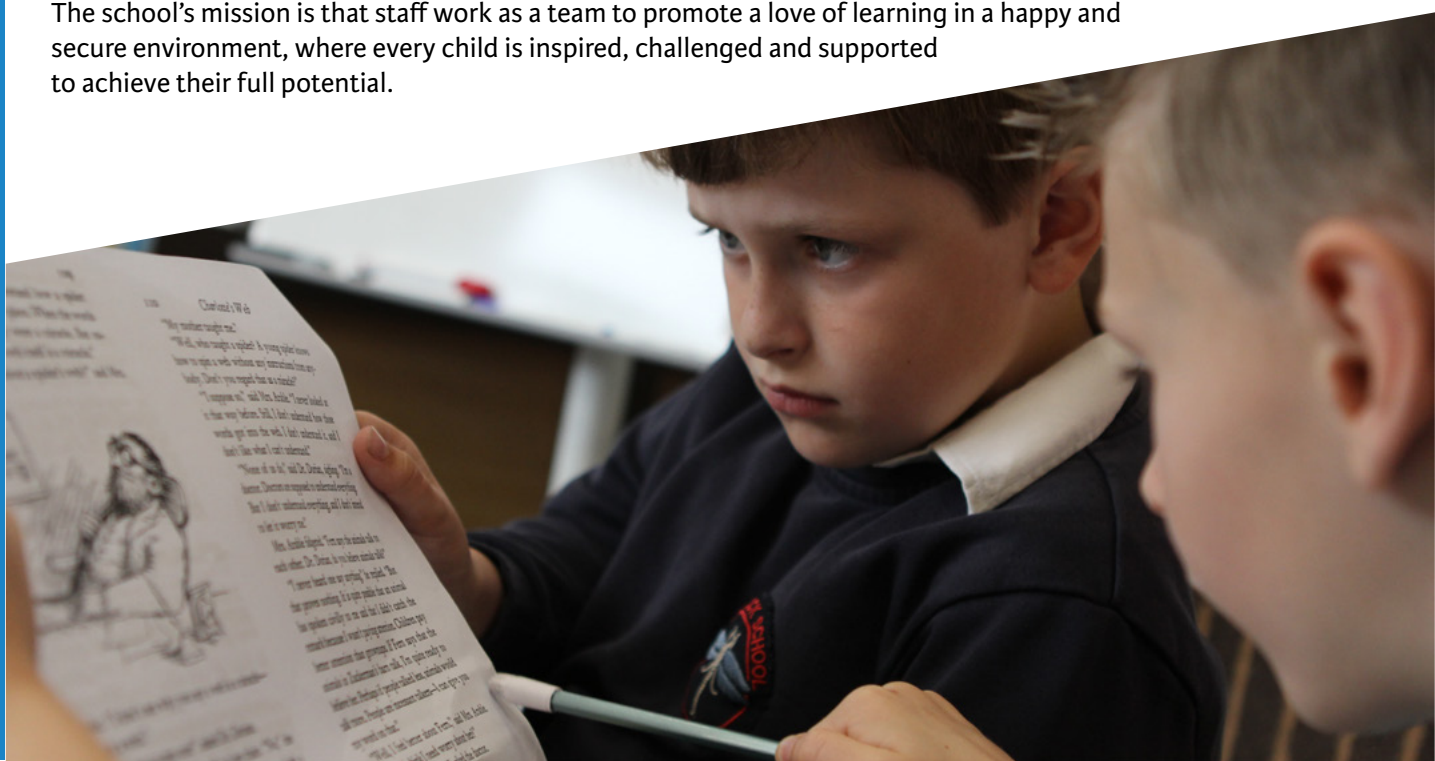
talk partners, as well as present information and feedback on learning through spoken sessions.

Radstock Primary School opened a 21-place SEND unit for pupils with social communication difficulties, known as the Lilypad, in September 2024. The unit is currently open to pupils in Reception and Year 1, with Years 2, 3 and 4 opening in September 2025. A brand-new building, designed alongside Wokingham Borough Council, will hopefully open in the Autumn of 2025. A new curriculum is being developed to support pupils who are taught in the unit for at least 70% of their time, with opportunities to join their peers in the mainstream classes for up to 30% of the time. In addition, the Assistant Head for the Lilypad is working with the staff team to develop assessments to capture the small steps of progress that the children are making.

Outcomes at Radstock Primary School are strong – the school was listed as number 267th in The Times Top 1000 state primary schools in England in the Autumn of 2024. Key Stage 2 results are well above national and local average in reading, mathematics and grammar, punctuation and spelling, with writing outcomes at least in line with national figures. Multiplication Tables Check results at the end of Year 4 are above the national average, with phonics outcomes and Early Years results at least in line with national and local averages.

Ofsted identified Radstock Primary School as good in January 2022. It identified that the staff had high expectations of pupil behaviour, with pupils well prepared for life in modern Britain. A strong phonics programme using Read Write Inc means that pupils are “confident readers” and that there is “a strong love of reading” across the school.

The school’s mission is that staff work as a team to promote a love of learning in a happy and secure environment, where every child is inspired, challenged and supported to achieve their full potential.



# Radstock Primary School

<b>Number on Roll</b>	369	<b>% of Disadvantaged</b>	5.7%
<b>% of EHCP</b>	4.9%	<b>Minority Ethnic Background</b>	68.3%
<b>% of SEND</b>	11.7%	<b>% of EAL</b>	49.9%

The school's vision is that every pupil at Radstock Primary School is inspired, challenged and supported to achieve their full potential by providing the very best quality of education. We have high expectations for all in both learning and behaviour and encourage pupils to believe in themselves. Our curriculum is focused on ensuring every pupil leaves us literate and numerate but is also exciting and offers practical experiences to deepen pupils' knowledge and understanding. We are teaching pupils to be successful citizens of the 21st century.



We celebrate the fact our pupils come from a diverse range of backgrounds and cultures and encourage collaboration and participation with our parents and families - we know that when teachers and families join together to support learning, pupils do better and like school more. We have the very best pupils... We want our school to be the very best!

We are very proud of our sporting achievements and have been awarded the Platinum Sports Mark.

Radstock Primary School's values are easily remembered by our pupils and are discussed and highlighted through assemblies and across the curriculum.

As well as the Radstock values, pupils are celebrated using the Secrets of Success, based on Carol Dweck's growth mindset principles. The Secrets celebrate pupils' efforts and hard work, rather than academic outcomes. An assembly once a week celebrates those children who have been identified as displaying the different Secrets.



# Job Description

## Overview

The core purpose of the Headteacher is to provide professional leadership and management for a school. This will promote a secure foundation from which to achieve high standards in all of the school's work. To develop the potential of all pupils, the Headteacher will ensure that the school focuses on personalised learning. The school's culture promotes excellence, equality, consistency and high expectations, and the Headteacher has a key role in setting this ethos, with results which create confident and successful learners and responsible citizens.

The Headteacher is the leading professional in the school, accountable to the local governing body and MAT leadership and trustees.

The Headteacher provides vision, leadership and direction for the school and ensures it is managed and organised to meet the aims and targets.

The Headteacher, working with others, is responsible for evaluation of the school's performance to identify the priorities for continuous improvement; raising standards; ensuring equality of opportunity for all; developing policies and practices; ensuring that resources are efficiently and effectively used to achieve the school's aims and objectives, and for the day-to-day management, organisation and administration of the school.

The Headteacher, working with and through others, secures the commitment of the wider community to the school by developing and maintaining effective partnerships with schools, other services and agencies for the children, the Local Authority, higher education institutions and employers. Through such partnerships and other activities, Headteachers collaborate with others to raise standards locally, and also play a key role in contributing to the development of the education system as a whole. Drawing on support provided by members of the school community, the Headteacher is responsible for creating a productive learning environment, which is engaging and fulfilling for pupils.

Radstock Primary School is committed to safeguarding and promoting the welfare of children and young people, and expects every member of staff and volunteers to share this commitment.

The Headteacher carries out duties in line with the conditions of employment as set out in the current School Teacher's Pay and Conditions document, the National Standards for Headteachers and the policies and procedures of the Governing Board.



# Job Description

## Main Purpose

To provide professional strategic leadership of Radstock Primary School which, secures its continued success and improvement, ensuring high quality education for every pupil with excellent standards of learning and achievement.

## Qualities and Knowledge

- Hold and articulate clear values and moral purpose, focused on providing an excellent education for every pupil at Radstock Primary School.
- Demonstrate optimistic personal behaviour, and positive relationships and attitudes towards pupils, staff, parents, governors and members of the local community.
- Lead by example – with integrity, creativity, resilience and clarity – using the expertise and skills of the whole school community within the school and beyond.
- Sustain current knowledge and broad understanding of education and school systems locally, nationally and globally, and pursue continuous professional development.
- Work with political and financial astuteness, within a clear set of principles centred on the school's vision, ably translating local and national policy into the school's context.
- Communicate the school's vision and drive strategic leadership, empowering all pupils and staff to excel.
- Excellent communication and interpersonal skills with an ability to communicate effectively to a wide range of different audiences.



## Pupils and Staff

- Demand ambitious standards for every pupil, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes.
- Secure excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and pupils' well-being.
- To create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.
- Ensure that teaching methods consider each pupil's needs and are modified and adapted to ensure high level of engagement and success for every child.



# Job Description

## Pupils and Staff

- Promote the moral, cultural, mental and physical development of all pupils and staff.
- Encourage pupils to show kindness, empathy, compassion and value diversity.
- Encourage pupils to be confident, independent, risk taking and resilient, displaying a thirst for learning.
- Maintain an educational culture where best practice is shared within and between schools in the SLA, drawing on and conducting relevant research and robust data analysis.
- Ensure an ethos where all staff are motivated and supported to develop their own skills and subject knowledge and support each other.
- Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard
- Hold all staff accountable for their professional conduct and practice.
- Ensure staff well-being and celebrate success.

## Systems and Processes

- Ensure that the school's systems, organisation and processes are well considered, efficient and fit for purpose, upholding the principles of transparency, integrity and probity.
- Provide a safe, calm and well-ordered environment for all pupils and staff, focused on safeguarding pupils and developing their exemplary behaviour in school and in the wider society.
- Maintain and ensure a rigorous, fair and transparent systems and measures for managing the performance of all staff, addressing any under-performance, supporting staff to improve and valuing excellent practice.
- Welcoming strong governance across the MAT, and actively support the governing board to understand its role and deliver its functions effectively, to set school strategy and hold the Headteacher to account for pupil, staff and financial performance.
- Exercise strategic, curriculum-led financial planning to ensure the equitable deployment of budgets and resources, in the best interests of pupils' achievements and the schools' sustainability.
- Distribute leadership throughout the organisation, forging teams of colleagues who have distinct role and responsibilities and hold each other to account for their decision making.

## Self-improving School System

- Create an outward-facing school which works with other schools (both in and out of the MAT) and organisations – in a climate of mutual challenge – to champion best practice and secure excellent achievements for all pupils.
- Ensure effective relationships with fellow professionals and colleagues in other public services to improve academic and social outcomes for all pupils.
- Shape the current and future quality of the teaching professional through high quality training and sustained professional development for all staff.
- Inspire and influence others – within and beyond the school – to believe in the fundamental importance of education and to promote the value of education.



# Person Specification

The Governing Board, staff, and children at Radstock are looking for an applicant who is forward thinking, highly motivated, and inspirational for both staff and children alike. They will have experience of successful leadership in a primary school setting. They will be enthusiastic, dynamic and resourceful in their approach to shape the development of the school and its staff, will demonstrate a commitment to building a school community, and have a genuine interest in the highest level of pastoral care.

## Qualifications and Experience

- A proven Headteacher or experienced and successful Deputy Head committed to inspirational learning and teaching.
- Qualified Teacher Status.
- Can evidence a significant commitment to continued professional development.
- Has proven successful primary teaching experience.
- Experience of strategic financial planning, operational budget management, best value principles and creativity in the use of limited resources.
- Knowledge and experience of working within a Multi-Academy Trust is desirable.

## Shaping the Future

- Demonstrable ability to build and articulate shared vision and engage people to ensure a continued successful future.
- Experience of working effectively in partnership with the Governing Board to enable the school to realise its vision.
- Ability to think and act strategically to plan for the future.
- Develop collaboration across schools with shared values.
- A keen interest in developing climate action plan and sustainability.



## Leading, Teaching and Learning

- Evidence of providing inspirational, reflective and nurturing leadership to all staff.
- Experience of developing a broad and enriching curriculum, in which all pupils engage in their own learning and encourages them to become life-long learners.
- Can demonstrate an understanding of how children learn and the effective use of teaching methods to establish a creative, responsive and reflective approach to secure excellent learning outcomes for every child.

# Person Specification

- Has a proven track record of monitoring, evaluating and improving the quality of teaching and learning with high standards and expectations.
- Acknowledge excellence and challenge poor performance across the school for both pupils and staff.
- Can demonstrate the ability to use data, benchmarks and monitor progress and to set and achieve ambitious challenging targets which identify areas for improvements for every child.
- Is committed to and has a vision for ensuring inclusion and diversity to ensure equal opportunities for all.
- Is committed to promoting the moral, cultural, mental and physical development of all pupils and staff.

## Managing Organisation

- A confident and inspirational leader, who listens to and values the views of others, with a positive working relationship, with pupils, parents/carers, staff, and Governors.
- Encourages a caring feel to the school, where people are listened to and laugh together.
- Maintain a school ethos that enables everyone to work together, share knowledge and understanding, celebrate success and accept responsibility for all outcomes.
- Experience of efficient and effective day to day running of the school to ensure a safe, secure, and healthy environment for all.
- Resilient and able to deal with demanding situations, maintain discipline, manage conflict, and make difficult decisions.
- Approachable and visible to staff, pupils, and parents/carers.
- Excellent communication and interpersonal skills with an ability to communicate effectively to a wide range of different audiences.
- Self-motivated with a high level of organisational skills and the ability to delegate and prioritise workload effectively.
- Demonstrates a commitment to safeguarding and ensuring the welfare and wellbeing of staff and pupils.
- Evidence the ability to produce, implement and review a strategic school development plan.



# Person Specification

## Strengthening the Community

- Evidence of leading by example to promote the school's vision and values for the pupils, staff, Governors, and parents/carers of the school.
- Demonstrate a commitment to engaging with parents/carers and the wider community in a collaborative manner
- Values diversity and the unique place and contribution every individual makes to the learning community.
- Involve parents/carers and the community in enriching the learning experience of pupils.
- Can work with feeder pre-schools, secondary schools, and others to ensure effective relationships and transitions.



## Accountability

- Ability to review, evaluate and present a coherent, understandable, and accurate account of the school's performance to stakeholders.
- Have an understanding of the Ofsted Framework and statutory requirements.
- The ability to reflect on personal contribution to school achievements, and take account of feedback from others.



# Stakeholder Views

## Staff Views- Staff qualities they value in a Headteacher...

A strong knowledge/  
interest in SEND  
provision - ASC and  
SEMH

Willingness to trial  
new approaches

Fair and trustworthy

Supportive

Calm

High level of integrity  
- professional inwardly  
and outwardly

Will do as they promise

Keen focus  
on emotional  
wellbeing in staff

Create a sense of  
whole worth with good  
knowledge of all roles  
in school

Approachable

Inspirational  
leadership and  
team building  
skills

Clear vision

Kind , caring, schools  
best interest at heart

Building  
relationships and  
trust

Somebody with a sense of  
humour who understands  
that primary schools have  
to have a bit of magic!

A strong leader with  
a clear vision for the  
school.

Someone who  
sees a school as a  
family and wants  
to be part of that.

Values the opinions  
of all staff and shows  
empathy and emotional  
intelligence.

Understanding of  
work/life balance

Strong  
communication  
skills

Importance of physical  
activity within the  
curriculum and outside the  
curriculum

# Stakeholder Views

## Parent Views- Parent qualities they value in a Headteacher...

Courageous leadership, nurturing and kind, aspirational plans for the school

Puts the children first

Clear and decisive leader

To recognise that sport/creative subjects are equally as important as academia

Commitment to Student Wellbeing and Development

Engaging with parents (collaborative decision making)

Passionate and understanding about SEND & continue an autism affirming approach to the whole school

Visible and approachable

Motivational

Respectful

Kind

Weekly communication newsletters

Constructive, positive methods of discipline

Experienced educator and someone who sees challenges as an opportunity

Enthusiastic and kind

Hardworking

Resilient

Adventurous

Focus on mental and physical well being of children

Robust anti-bullying management

Interpersonal skills to guide children from different communities

# Stakeholder Views

## Our School Council would like a Headteacher who is...

Makes our school a safe, fun and happy place to learn and work

Makes good decisions

Not too strict but strict enough

Teaches a class regularly

Upholds the Radstock values

Courageous, trustworthy and does fundraising

Comes outside with us at playtime

A good team worker

Keep us all safe and help us

Lets you explore but is a little strict

Prioritises the children

## Our School Council said these Headteacher qualities are the most important...

Kindness and friendliness

Smart and helpful

Generous

Positive and happy

Fair

Calmness

Cheerful

Ambitious

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