

South Cave Church of England (VC) Primary School



To recognise, develop and appreciate their gifts so that they may 'let their light shine'. Matthew 5:16

Headteacher Recruitment Pack March 2023





Welcome from the Chair of Governors

Dear Applicant

Thank you for your interest in the position of Headteacher for South Cave Church of England (VC) Primary School. My name is Alison Thornham and as Chair of Governors I would like to extend a warm welcome to our school. I hope that you find this pack informative and our website helpful in providing all the information you need and that it will encourage you to visit our school and to apply for this position.



South Cave School is a friendly school at the heart of the village community. Located at the edge of the Yorkshire Wolds the school serves South Cave and the surrounding area. We have hard working, experienced and committed members of staff and well behaved, happy children who love to learn. Our parents are supportive and our governors are hard working and enthusiastic supporters of the school. We have good working relationships with other local primary and secondary schools, with the Local Authority and the Diocese as well as the local church and the communities we serve. Due to the retirement of our current highly regarded Headteacher, we are seeking to appoint an inspirational Headteacher who has the skills and experience to build on our current firm foundations and strengths and lead us to further success in the future.

Our distinctive Christian ethos is at the heart of everything we do and we want every member of the school family to be the best person they can possibly be. All members of our school community are encouraged to treat each other with respect and to support and encourage each other to persevere in achieving their best possible outcomes. We encourage our children to show compassion, to build strong friendships and to value views other than their own. We want all our children to develop their full potential both academically and socially. We offer a broad and balanced curriculum delivered from Early Years to Year 6. We offer engaging and inspiring experiences which encourage an independent, life-long love of learning both in school and outside the classroom. We ensure that all children, regardless of their starting point, receive the support and experiences they need to thrive and reach their full potential.

Our recent successful OFSTED inspection, achieving a Good grade, gives us a positive outcome to build on in order to sustain our successful school and to continue to improve in the future.

Yours faithfully

Alison Thornham
Chair of Governors
South Cave C of E Primary School





About our school

South Cave Church of England (VC) Primary School is a successful school situated in the heart of our village. We are in a beautiful and uncrowded part of the countryside with a catchment made up primarily of South Cave children as well as some children of rural villages and parishes. Our school has been serving the young people of the area for over 56 years, providing a safe and stimulating environment where our children can thrive and enjoy learning.

For the 2022-23 academic year the school has 198 children on roll from Reception to Year 6, with a capacity of 210. Our school site is quite unique and offers a large outside space encouraging and supporting outside learning as well as offering a range of activities that children can use during playtime and lunch time. We also have a range of additional indoor spaces where extended learning takes place. Recently, within the school site, Bramley Lodge Pre-school and Nursery has relocated next to our school Reception Class which provides a smooth transition into school life.

The school is supported by a proactive and creative PTA which holds fund raising activities throughout the year, the highlights being the Bonfire Night and Firework display, children's discos and Teddy Bears Picnic to welcome our new children to the school.

We have a very popular before and after school club within the school grounds which is also open during most school holidays. Although this is a separately run club, we have very close links, with some staff working for both the club and the school, so they know the children well.

All Saints Church is in close walking distance to the School which enhances children's learning and understanding of the School's Christian Vision and Values, through regular reciprocal visits. Our five Christian Values are central to provide a solid foundation to learn, grow and achieve.

Our Vision Statement

We want every member of our school family to be the best person that they can possibly be.

***To recognise, develop and appreciate their gifts so that they may 'let their light shine'.
(Matthew 5:16)***

We strive to create well-rounded individuals who display humility and who understand that we are all valued equally as a unique creation with a responsibility to contribute to the wider world in all its diversity.

This vision is underpinned by our Christian values of trust, thankfulness, compassion, perseverance and respect which are at the heart of our school.





School Tree planting Spring 2023

Parents and grandparents joined the pupils for a day at school to help them plant trees and shrubs. Over 500 shrubs and 50 trees were planted. In the morning, Year 6 children helped Reception children to carefully plant shrubs and trees. Later, Year 5 was able to help Year 1 and then the other year groups had their turn, so that by the end of the day all children had been able to participate in creating their own little wood! Representatives from the 'West Wolds Slow the Flow' joined the day to advise and help with the planting.



Collective Worship Spring 2023



The school began the period of Lent starting with Ash Wednesday and remembering the 40 days that Jesus spent in the wilderness. This would continue with the story of Easter. The children will hear the bible story about Jesus' last supper when he shared the Passover meal with his disciples.

To mark the start of Lent the children learned about the background to 'pancake day' (Shrove Tuesday) when Year One enjoyed making (and eating pancakes!) and then enjoyed taking part in pancake races.

Collective Worship Autumn 2022

The children were able to celebrate Harvest by generously donating produce for those less fortunate than themselves. This was done in collaboration with All Saints Church for Harvest Service on the Sunday. The children had donated enough items to fill almost 50 carrier bags full of food to support the Cherry Tree Pantry in Beverley. The photograph shows the produce and children's artwork on display in the church.



OUR DIOCESE

York Diocesan Board of Education supports 125 Church of England schools and academies in the area from the Humber to the Tees. We have a dedicated team of professionals who offer a wide range of expertise and can help schools access further assistance.



The Education team aims to:

- Be available as a 'one-stop shop' for pastoral and professional support;
- Work with a range of agencies to promote school improvement;
- Promote excellence and Christian distinctiveness;
- Provide and facilitate professional development and governor training;
- Help schools and academies network, collaborate together and share best practice;
- Offer a Total Property Management scheme in association with DBE Services Ltd;
- Guide schools on matters concerning trusts;
- Work with schools exploring Academy conversion;
- Involvement in recruitment processes for new Headteachers/Heads of School;
- Support Headteacher appraisal;
- Represent Church of England education to the wider church community and more widely to the public;
- Maintain contact with the local authorities and the Regional School Commissioners.

The Rt Revd Paul Ferguson, Bishop of Whitby and Chair of the Diocesan Board of Education, said:

"Our schools and academies are a vital part of the mission of the Church of England in the Diocese of York. Staff and governors are strongly committed to their communities, and in many cases the influence of church schools can only be described as transformative.

We strive to offer our young people the very best in every aspect of education, including encouraging them to mature spiritually and to understand how faith informs good relationships and responsible citizenship. We aim for our schools to be places where the love of God in Christ is truly reflected.

If these aims and values resonate with you, we hope that you will consider applying to come to South Cave CE Primary School to lead our school into the next phase of its life".



Andrew Smith, Diocesan Director of Education, said:

"As a diocese, we are here to help celebrate and strengthen the Christian ethos in our schools. We understand that each school is unique and our aim is to get to know our schools on an individual basis in order to foster the local parish and community links as far as possible.

As such, our Education Team offers a range of support to our Headteachers from both a school distinctiveness and effectiveness point of view, as well as providing a range of training and development opportunities for staff and governors to access over the course of each year. In a rapidly changing educational landscape, we are more and more involved in wider school development, particularly as schools change from one school status to another.

I do hope that you feel able to apply for the position of Head Teacher and we would look forward to welcoming you as part of our diocesan family here in the Diocese of York".



What our children, South Cave staff team and parents are hoping to see in our new Headteacher.



A passionate Head who embraces the Christian Vision and Values that are at the heart of our school (Staff team)

A kind, caring and fun person (EYFS child)

An approachable people person we can trust to challenge and support us (Staff team)

Someone who will regularly visit our classrooms to see how we are all doing (Year 4 child)

Understand our children through hands-on classroom visits (Staff team)

A person who loves God and teaches us about the bible in Collective Worship (Year 2 child)

Motivate the children and team to instill a love of learning in them with varied, engaging teaching throughout the school (Parent)

A Headteacher who will come with us on school trips and residential (Year 5 child)

A compassionate and enthusiastic professional to help lead, both the school and the community it represents (Parent)

An enthusiastic face of the school who easily relates to pupils, parents, staff and the community (Staff team)

In a small school it would be lovely to have a Head who knew their pupils and really got involved (Parent)

A Headteacher with vision who puts a fire in our belly to strive for more (Staff team)



South Cave Church of England (VC) Primary School

Headteacher Job Description

Purpose

- To provide vision, leadership and direction for the school.
- With the governing body, to be responsible for creating and maintaining a productive learning environment which is engaging and fulfilling for all our children, promoting the highest possible standards, and fostering the continuous improvement of the quality of learning offered by the school.
- To preserve and develop the Christian ethos of the school.

Accountable to

- The Governing Body of the School.

Accountable for

- The standards, progress and well-being of all our children and staff.
- All the resources of the school.

The post holder will be expected to uphold all the Headteachers' Standards.

Key tasks

Overall:

- To be fully committed to the school's Christian vision and values and ethos and supportive of the links between the Church, Diocese, local community and the school.
- To be committed to safeguarding and promoting the welfare of children.
- To treat everyone fairly and equitably, with dignity and respect so as to create and maintain a shared school culture and positive climate that motivates children, staff and all other members of the school community.
- To nurture all children so that they may '*let their light shine*' (Matthew 5:16).
- To be an excellent communicator who can build effective relationships with children, staff, governors, parents, other schools, the local community, the Diocese of York, the Local Authority and other external bodies to enhance the positive image of the school.

Leadership and Management:

- To provide strategic leadership and manage change effectively.
- To be responsible for the day-to-day management, organisation and administration of the school and to have a flexible approach to their own workload, and that of others, to allow for a healthy work life balance.



- To have a good understanding of the school finances and work collaboratively with the School Business Manager, Governors and the Local Authority to maintain a secure financial position.
- To lead by example and manage change effectively.
- To provide support, professional development, guidance and challenge to all staff, embracing opportunities to engage critically with educational research in order to provide the very best for all pupils.

Governance:

- To work with the Governing Body to enable it to meet its responsibilities and present to it, on a regular basis, an accurate account of the school's performance and provide support to the Governing Body, so that governors understand the boundaries of their role.
- To advise the Governing Body on the formulation of policies and their implementation, to ensure the enhancement of the quality of learning in an efficient and cost-effective manner.

Continuous school improvement:

- Working with all stakeholders, build on the established vision for the school that provides direction for all aspects of the life of the school based on its context and needs.
- Working with other staff and governors, create appropriate plans, policies and procedures that raise standards, especially in reading, writing, mathematics and behaviour.
- To monitor and evaluate standards of teaching, learning resource usage and management effectiveness and implement appropriate strategies for change.

The Curriculum:

- To be an excellent practitioner with the ability to inspire children to learn, grow and achieve.
- Develop a broad and balanced curriculum which ensures statutory requirements of the curriculum are met, that the curriculum is appropriate and relevant to the needs of all children and that it provides equality of opportunity through effective implementation of the school's strategic and development plans for continuous school improvement.
- To understand what good and outstanding teaching and learning looks like and to be able to communicate this effectively to all staff and governors.
- To ensure the curriculum promotes and sustains a thirst for knowledge and understanding and a love of learning, and challenges children to ensure that they make excellent progress.

The Quality of Education:

- To maintain contact with teaching and learning at classroom level, including a willingness to teach where appropriate. To provide support, guidance and challenge to all staff so that they provide the very best for all children.
- To ensure that teaching is appropriate to the age and ability of all children and provides challenge, progression and high expectations to enable **every** child to achieve at the highest level.
- To make the most of Pupil Premium funding, ensure that disadvantaged children achieve at least as well as their peers and those with Special Educational Needs and Disabilities are given every opportunity to do the same.



- To ensure that teaching helps to develop a culture of excellence, where the highest achievement in academic work is recognised, especially when supporting the achievement of the most able.

The achievement of pupils:

- As a church school, to ensure the development of the whole child through **SHINE**.
- To ensure that the curriculum and pastoral aims are achieved through the effective implementation of the School Development Plan.
- To have the ability to use data and assessment effectively to raise standards and/or address any areas of weakness.
- To ensure that parents and carers are regularly provided with sufficient information to understand how well their children are doing and what they can do to help improve learning.
- To ensure that there are successful strategies for engaging with all parents to the benefit of all children.

Early Years provision:

- To ensure that children in the Early Years are safe and happy and achieve well.
- To ensure that teaching nurtures, engages and motivates children and is based on accurate assessment of children's learning needs and development so that activities and experiences meet their needs.
- To ensure that all children are well prepared for Year 1 and subsequent education.

Behaviour and safety:

- To fulfill the role of the Designated Safeguarding Lead and to be responsible for establishing and maintaining the processes and policy that secure the safeguarding and welfare of every child.
- To secure effective safe-guarding procedures that ensure the safe recruitment of all staff and the safety of all our children, including in respect of e-safety.
- To maintain a positive ethos throughout the school so that children and staff feel safe, happy, take pride in their school, their work and their behaviour.
- To promote the highest expectations for social behaviour, so that pupils live out Christian Values where respect for others and courtesy are the norm for all.

As a Church school:

- To confidently articulate, live out, support and promote the school vision rooted in distinctively Christian Values which are demonstrated by pupils and staff and ensure that the vision impacts positively upon standards of achievement, the distinctively Christian character of the school and the well-being of the whole school community.
- To ensure that arrangements for religious education and collective worship meet statutory requirements.
- To work closely with the local churches and the Diocese to promote an understanding of the Christian faith and respect for other faiths and cultures.



South Cave Church of England (VC) Primary School

Headteacher Specification	Essential	Desirable	Application	References	Interview
Qualifications and Experience					
Qualified Teacher Status	E		A		
Has NPQH qualification		D	A		
Evidence of post-graduate qualifications		D	A		
Current, successful experience as a Senior Leader with demonstrable evidence of leading and driving forward sustained school improvement.	E		A	R	I
Knowledge of teaching pupils across the full primary age range.	E		A	R	I
Demonstrate the Christian Vision and Values of the school in everyday working practice, building positive relationships and attitudes towards others, rooted in mutual respect and ensuring proper professional boundaries and treating each person as a unique individual of inherent worth.	E		A		I
Teaching, Curriculum and Assessment					
Further develop and sustain high-quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how pupils learn while ensuring effective use of formative and summative assessment.	E		A		I
Ensure teaching is underpinned by high levels of subject expertise and approaches which respect the distinct nature of subject disciplines or specialist domains.	E		A		I
Further develop effective curricular leadership, developing subject leaders with high levels of relevant expertise with access to professional networks and communities.	E		A	R	I
Ensure the school works effectively in partnership with parents, carers and professionals, to identify the additional needs ⁸ and special educational needs and disabilities ⁹ of pupils, ensuring all pupils can access the curriculum effectively.	E		A		
Ensure a broad, structured, and coherent curriculum entitlement which sets out the knowledge, skills and values that will be taught underpinned by language and literacy.	E			R	
Professional Development and Continuous School Improvement					
Ensure staff have access to high-quality, sustained professional development opportunities, aligned to balance the priorities of whole-school improvement, team and individual needs.	E		A	R	
Prioritise the professional development of staff, ensuring effective planning, delivery and evaluation which is consistent with the approaches laid out in the standard for teachers' professional development.	E		A	R	I
Make use of effective and proportional processes of evaluation to identify and analyse complex or persistent problems and barriers which limit school effectiveness, and identify priority areas for improvement.	E				I



Develop appropriate evidence-informed strategies for improvement as part of well-targeted plans which are realistic, timely, appropriately sequenced and suited to the school's context.	E		A	R	I
Working in Partnership					
Forge effective relationships with the local parishes, school cluster, Diocese, Friends of South Cave, Nursery, and the Local Authority.	E		A		I
Commit their school to work successfully with other schools and organisations in a climate of mutual challenge and support.	E		A		I
Maintain working relationships with fellow professionals and colleagues across other public services to improve educational outcomes for all pupils.	E				I
Working with Governors					
Understand and welcome the role of effective governance, upholding their obligation to give account and accept responsibility.	E		A		I
Prioritise and allocate financial resources appropriately, ensuring efficiency, effectiveness and probity in the use of public funds.	E		A		I
Sustain professional working relationship with those responsible for governance.	E		A		I
Safeguarding and Behaviour					
Demonstrate a commitment to safeguarding and the welfare of children and young people.	E		A		I
Ability to form and maintain appropriate relationships and personal boundaries.	E			R	I
Emotional resilience in working with challenging behaviours.	E			R	I
Implement consistent, fair and respectful approaches to managing behaviour.	E		A	R	I

This school is committed to safeguarding and promoting the welfare of all children and staff.
The appointment is subject to the receipt of a satisfactory enhanced DBS disclosure.

South Cave Church of England (VC) Primary School



Key information

The School

South Cave Church of England (VC) Primary School
Church Street
South Cave
East Yorkshire
HU15 2EP

Telephone: 01430 422526

Email: office@scps.eriding.net

Website: <https://www.southcaveprimary.co.uk/>

Number on Roll: 198

The Post

Headteacher Group:	Group 2
Post:	Full time, permanent
National Leadership Pay scale:	L11 – L17

The Recruitment Process

Application forms are available from:	www.eastriding.gov.uk/jobs
Closing Date:	Midnight 28 th March 2023
Short listing:	30 th March 2023
Interviews:	18 th and 19 th April (in school)
Start Date:	1 st September 2023

To arrange to visit the school on Tuesday 14th March at 9:30am or 4:00pm, Wednesday 22nd March at 1:30pm or Thursday 23rd March at 1:30pm, please contact Mrs Sarah Asquith, School Business Manager on 01430 422526.