



WILLERBY CARR LANE PRIMARY SCHOOL



Headteacher Recruitment Pack

February 2023

We are a happy school and pride ourselves on providing a nurturing, friendly, safe and secure environment where children can flourish.

Happy Learners, High Aspirations

Letter from the Chair of Governors

Dear Applicant

Thank you for your interest in Willerby Carr Lane Primary School. This vacancy has arisen as our highly respected Headteacher is due to retire in July, after 15 successful years at the school.

We are keen to find an exceptional person to join and lead our school from September 2023. From the moment you walk into our school, you will see our vision is to have every single child buzzing with the excitement of learning, feeling successful, growing in confidence and developing as an active and responsible citizen.

We are a thriving, friendly and caring school, and the whole school community works hard to give the children meaningful and stimulating learning experiences. As a school in the East Riding of Yorkshire but with all the facilities of a busy, vibrant city on our doorstep, we are proud to be able to provide our children with the best of both worlds, making our provision unique.

We give every child and family a warm welcome into our school, and with our positive, inclusive and caring ethos at the heart of everything we do, every child has the chance to succeed and become the best that they can be. We know our children and our special community extremely well, and the school has benefitted from the confidence the current Headteacher has demonstrated, to seek the best solutions bespoke to our setting.

Our children have a thirst for learning, and they enjoy coming to school every day. They develop into well-rounded and thoughtful individuals, who leave us ready to progress to secondary school.

We are looking for a new Headteacher who will keep the children at the heart of our work, and continue to develop the school further. Staff are dedicated, positive and exceptionally committed to achieving the best outcomes within a warm and caring environment. As a Headteacher, you would be very well supported by the staff, governors, the cluster, our School Improvement Partner and the wider local educational authority.

The school was rated good by Ofsted in 2021: Pupils at this school are happy and safe. They work cooperatively in lessons and respond swiftly to teachers' instructions. Pupils think the school's behaviour policy is fair. They all agreed that bullying rarely happens. They know that teachers would listen and sort things out for them if they had a problem. Pupils in Year 6 are given responsibility. They enjoy being a 'dinner buddy', which involves helping a younger pupil at lunchtime. They also lead weekly celebration assemblies. There are a vast number of lunchtime and after-school clubs on offer. These develop pupils' interests and talents in sports and the creative arts.

Leaders have employed an emotional literacy support assistant (ELSA) to strengthen the special educational needs and disabilities team. Their role is valued as they support parents and pupils through difficult times. Pupils have opportunities to support the community. For example, at Christmas they make food hampers as gifts, invite the residents into school and chat to them over a cup of tea.

We are looking to appoint an inspirational Headteacher with strong leadership and managerial skills and the ability to inspire, challenge, motivate and empower others to reach their full potential. If you are an experienced leader, and are ready for this exciting challenge, we look forward to meeting you.

Ron Dickinson
Chair of Governors





About our School

Willerby Carr Lane Primary School is located within the East Riding of Yorkshire, close to the boundary of the port city of Kingston upon Hull, recently the City of Culture.

The school is set in a spacious and attractive environment with extensive fields and an orchard, and we have recently completed the construction of a Multi-Use Games Area to complement our existing outdoor sports provision in keeping with the promotion of outdoor learning.



The school has 417 pupils on roll and is usually oversubscribed, thanks to consistently strong Ofsted reports and good SATs results over many years. The proportion of pupils with SEN support is around the national average, and the proportion of pupil premium children is lower than the national average at around 9%.



Our Ofsted Journey

“Pupils’ wider development is a strength of the school. Leaders have provided many opportunities that extend beyond the curriculum. These include close links with a school in Uganda, encouraging debate, raising awareness of sustainability, and promoting positive and diverse role models. Leaders have a well-planned curriculum for teaching healthy relationships. This is age appropriate and builds pupils’ knowledge year on year. Leaders use their personal, social and health education (PSHE) scheme to teach about mental health and well-being.”

“The recently appointed early years leader has a clear vision of how the EYFS provision should enable young children to learn effectively. The room layout previously restricted how adults play with children due to being positioned in individual rooms to ensure children are supervised. As a result, opportunities were missed to extend some children’s learning in the connecting open space. A range of activities in the areas of provision engaged children. However, children are restricted in their choice of resource because these are stored in cupboards that children cannot access and opportunities are not available for children to increase their learning.”



Consequently, School Leaders, as part of Ofsted improvement requirements, began redeveloping the setting and the school is pleased to announce that in 2022, working in partnership with the Local Authority, we opened a brand-new Early Years Foundation Stage facility. The £1/4m project, supported by the LA, has seen a complete redevelopment of the old 1960’s reception classroom space.



We then commissioned the Early Excellence Centre (EEX) in Huddersfield to help us redesign the educational provision within our new space



Our excellent team of dedicated staff work in partnership to help our children reach their potential across all areas of the curriculum: academic, sporting, artistic, musical and creative. We do our very best to help our children do their very best – every day. The school is also committed to ensuring staff are supported and encouraged to develop personally and professionally with an ethos which supports staff health and wellbeing by making sure that all employees are treated fairly and consistently.

Our vision is that:

- **All of our pupils will enjoy their education and make excellent progress regardless of their starting point.**
- **Everyone matters, is cared for, included and valued.**
- **Our school will work in partnership with others but will retain our own local community control.**

Ofsted commented at our most recent inspection in 2021, “Governors have a good understanding of the school’s strengths and areas for development. They have skilled governors who have specialisms that relate to their link governor role. This enables them to challenge and support effectively the leaders’ drive to improve the school further.”

Behaviour in our school is excellent. Children are treated with respect and are expected to treat each other and all staff with the same high level of courtesy. As a result of the highest expectations and of lessons which are highly engaging and tailored to meet their needs, pupils have outstanding attitudes to learning. We pride ourselves on the excellent relationship with parents and the surrounding community, and believe in providing a curriculum rich in a variety of experiences.

Our Parent views

My child feels safe at this school

My child feels happy at this school

My child does well at this school

The school has high expectations for my child

The school supports my child’s wider personal development



Ethos, Values and Aims

Our ethos

We are a happy school and pride ourselves on providing a nurturing, friendly, safe and secure environment where your child can flourish.

Our values

The values we focus on are:

Respect – by valuing the diversity, rights and property of others

Enjoyment – through active enjoyment in school life

Kindness – by showing consideration to others

Cooperation – by working together appropriately to achieve our aims

Our aim is

- For all children to succeed and be happy
- To develop a Growth Mindset in all our learners
- To develop lively, enquiring and creative minds
- To help learners develop an appetite for learning where they build confidence and relish the opportunity for discovery and achievement
- To develop a continually evolving curriculum which is purposeful and authentic; inspiring, engaging and challenging; a curriculum which expands horizons
- To help our learners develop real skills, focused on real purposes and real audiences
- To embrace learning which encourages personal growth and a sense of self and belonging
- To be part of an organisation where everyone will be learning: children and adults
- To develop our learners as global citizens

The school currently has a healthy budget with no deficit forecast for the next 3 years.

The budget is also supported by an active Parent Friends' Association, which holds fundraising activities throughout the year.



What the children say about our school

I like the singing assemblies because they are made fun.

Joshua, age 8



I like how the Headteacher is sporty and likes to play sports and encourages us to play sports.

Noah, age 10



I like when someone does something wrong, the Headteacher doesn't have a go, he tells us nicely to do better.

Emily, age 10

I like how kind the Headteacher is but he is also fair.

Gracie, age 9





Headteacher Job Description

Purpose

- To provide vision, leadership and direction for the school
- With the Governing Body, to be responsible for creating and maintaining an effective learning environment which is engaging and fulfilling for all pupils, promoting the highest possible standards, and fostering the continual improvement of the quality of learning offered by the school
- To preserve and develop the ethos of the school

Accountable to

- The Governing Body of the School

Accountable for

- The standards, progress and well-being of all pupils
- Investing in staff through continuing professional development to drive change
- Effective and efficient management of all the resources of the school
- Contributing to teaching of pupils for the equivalent of one day per week

Key Tasks

Ethics and Professional Conduct

- To promote effective relationships with all pupils, staff, governors, parents, other schools, the local community, the Local Authority and other external bodies to enhance the positive image of the school and the development of the education system.
- To develop high standards of behaviour from pupils, based on rules, routines that are underpinned by clear expectations. These are understood and demonstrated by staff in school.

School Culture and Ethos

- To treat everyone fairly and equitably, with dignity and respect and maintain a shared school culture and positive climate which motivate pupils, staff and all other members of the school community.
- To nurture all children so that they reach their goals.
- To ensure that parents, pupils, staff and governors are committed to the school's vision of excellence.
- To provide support, professional development, guidance and challenge to all staff, embracing opportunities to engage critically with educational research to provide the very best for all pupils.
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Curriculum and Teaching and Assessment

- To ensure that the curriculum design is coherent, ambitious and promotes a thirst for knowledge and a love of learning.

- To ensure that excellent teaching within a broad and balanced curriculum, accompanied by effective provision for spiritual, moral, social and cultural development, assists all pupils to prepare for life in modern Britain.
- Ensure that all pupils are taught to read through the provision of evidence-informed approaches to reading, particularly the use of systematic synthetic phonics, providing them with transferable skills for accessing a rich curriculum, whilst also instilling in all pupils the love of reading.
- To ensure that teaching in all classes is good or better so that learning over time for all groups, is good or better and enriches pupils' lives.
- To ensure that assessment information is used effectively to improve the curriculum and teaching and learning of all pupils.
- To ensure that the schools meet all requirements and statutory duties outlined in the SEN Code of Practice.

Behaviour and Safety

- To secure effective safeguarding procedures that ensure the safe recruitment of all staff and the safety of all pupils.
- To establish a positive ethos throughout the school so that pupils take pride in their school, their work and their behaviour.

Professional Development

- To ensure that staff have access to high-quality professional development opportunities that align to individual needs and that of the whole school development planning process.
- To keep up to date with developments within education.

Organisational Management

- To be responsible for the day-to-day management, organisation and administration of the school, modelling effective work-life balance and managing the workload of others.
- To ensure the rigorous implementation of well-focused improvement plans, based on robust self-evaluation.
- To lead and manage change.
- 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.
- To establish and maintain the policies and procedures that ensure the safety of all pupils, staff members and visitors to the site.
- To ensure that parents and carers are regularly provided with sufficient information to understand what their children are learning, how well they are doing and what they can do to support learning at home.

Governance and Accountability

- To ensure that the school fulfils all statutory duties, including those relating and not limited to safeguarding, finances, curriculum, equality and health and safety.

Early Years Provision

- To ensure that the provision for Early Years is highly effective.
- 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 key transition points.

Headteacher Specification



Headteacher Specification The selection panel will be looking for evidence that the candidate has demonstrated their ability to fulfil the following criteria through the application, references or interview.

	Essential	Desirable	Application	References	Interview
Qualifications					
Qualified Teacher Status	x		x		
NPQH		x	x		
Evidence of relevant CPD (Continuing Professional Development) within the last 3 years	x		x		
Experience and Skills					
Successful experience as a Headteacher or Senior Leader in a primary, infant or junior school.	x		x		
A highly effective teacher with proven good/outstanding teaching.	x		x	x	
Excellent organisational skills which help to maintain the day-to-day rhythm of the school whilst maintaining a focus on the long-term vision.	x		x		x
Secure understanding of the Early Years Foundation Stage, National Curriculum, Locally Agreed Syllabus for Religious Education and statutory assessments at EYFS, KS1 and 2.	x		x		
Outstanding communication skills, with experience of communicating appropriately with a variety of audiences and media, including social media and websites.	x				x
Culture and Ethos					
The ability to work in partnership with other schools and organisations successfully, whilst maintaining the school's independence.	x				x
Proven record of inspiring, challenging and motivating others to achieve agreed aims.	x				x
Ability to promote an ethos which continues to secure outstanding behaviour enabling all pupils to aspire and supporting them to become exemplary citizens.	x				x
Experience of engaging parents and carers effectively to ensure they play their part in their child's learning, both in and out of the school.	x		x		x
Experience of working successfully with external agencies to support and enhance the opportunities for pupils in the school.	x		x		
Demonstrate a commitment to inclusion and equal opportunities for all pupils in the school, in order to achieve the highest personal achievement of every child.	x		x		x
Recognises and promotes: <ul style="list-style-type: none"> differences, respecting cultural diversity within contemporary Britain. British values. 	x		x		x

Organisational Effectiveness					
Ability to build, communicate and implement a coherent vision for the school in consultation with the stakeholders.	x			x	x
Experience of setting and achieving challenging goals and targets for all pupils and staff.	x		x		x
Proven experience of managing people, data and processes to contribute toward school improvement.	x		x	x	
Proven experience of identifying and analysing problems/barriers which limit school effectiveness and devising plans to overcome these successfully.	x				x
Able to demonstrate an understanding of school finances, recognising the need to use public funds effectively and efficiently.		x	x		
Evidence of willingness to work productively and professionally with the Governing Body.	x		x		
Ability to ensure a strong culture of vigilance at all times, safeguarding everyone within the school.	x		x		x
Curriculum and Teaching					
Commitment to an enriching, ambitious and creative curriculum, relevant to the needs and interests of all pupils.	x		x		x
Experience of using assessment, monitoring and evaluation appropriately.	x		x		
Knowledge, understanding and proven experience of how to raise achievements across the school.	x				x
Able to create an outstanding learning culture within which all staff are motivated and supported to develop their own expertise.	x				x
Has an innovative and strategic view of SEND across the school and is ambitious for all pupils.		x	x		
Ethics and Professional Conduct					
Actively promotes staff well-being.	x		x		x
Displays personal and professional integrity at all times.	x			x	

The School

Willerby Carr Lane Primary School
Carr Lane
Willerby
East Riding of Yorkshire
HU10 6JT



Website: <https://willerbycarrlaneprimary.org.uk>

Twitter: @wclps

The Post

Headteacher Group: Group 3

Post: Full time, permanent National Leadership Pay Scale: L16 to L21

Start Date: 1 September 2023

Due to the retirement of our long-standing Headteacher, Governors wish to appoint a Headteacher from the 1st September 2023 to build on our culture of high expectations and aspirations, which leads to an excellent education for all pupils. Our school is in the East Riding of Yorkshire and is at the heart of the community. We are looking for a new Headteacher who will build on the recent successes of our Ofsted inspection 2021 and have driving ambition to be outstanding. Our children are at the heart of everything we do and our staff are dedicated, positive and exceptionally committed to achieving the best outcomes within a warm and caring environment.

As a Headteacher, you would be very well supported by the staff, governors, the cluster, our School Improvement Partner and the wider local authority.

The successful candidate will:

- have a proven track record of successful leadership.
- embrace and promote the school's vision, values and ethos.
- promote effective relationships with all pupils, staff, governors, parents, other schools, the local community and other external bodies.
- ensure the rigorous implementation of well-focused improvement plans based on robust self-evaluation.
- sustain excellent evidence-informed teaching within a broad and balanced curriculum
- ensure professional development builds outstanding teaching.
- be a creative, reflective and inspirational leader who has children's learning and emotional well-being at the heart of every decision.
- have the skills to lead, value, develop and manage a highly effective team with respect and promotes well-being amongst staff.
- use sound judgement and take a considered approach to making positive and impactful decisions.
- continue our culture of high expectations of attainment, behaviour and progress.
- promote extra-curricular provision and enrichment activities, including the development of the school grounds, and champion the long-term sustainability of the school.
- lead a dedicated team who are proud of their school and believe in the potential of every child.

We can offer:

- the opportunity to lead the school to become outstanding in all areas and develop the school with the support of a dedicated and experienced team of staff and governors.
- a welcoming, friendly and supportive working environment.
- enthusiastic, well behaved, confident children with positive attitudes to learning.
- the freedom to shape the future of the school and the opportunity for your continued professional development.

Further details including the job description and person specification can be found in the Recruitment Pack.

Visits to the school are warmly encouraged and are available on a date to be confirmed. Please contact Debbie Brown, School Business Manager at the school on 01482 653388 to book an appointment.

The school is committed to safeguarding and promoting the welfare and safety of children and young people and our staff and expects all staff to share this commitment. You will be appointed subject to an Enhanced DBS check, appropriate qualifications and professional references.

Closing date: 9am, Friday 24th March 2023

Shortlisting: Wednesday 29th March 2023

Interviews: Candidates will need to be available across two days: Monday 17th April 2023 and Tuesday 18th April 2023

Start date: 1 September 2023



Key information

The School

Willerby Carr Lane Primary School
Carr Lane
Willerby
East Riding of Yorkshire
HU10 6JT

Phone: 01482 653388

Email: admin@carrlaneprimary.net

Website: <https://willerbycarrlaneprimary.org.uk/>

Number on the Roll: 417

The Post

Headteacher Group: Group 3

Post: Full time, permanent

National Leadership Pay Scale: L16 to L21 - £64,225 - £72,483

The Recruitment Process

Application forms are available at www.eastriding.gov.uk/jobs

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