



HAMWIC
EDUCATION
TRUST

Candidate Briefing Pack

Headteacher - Wimborne First School



Wimborne
First School
& Nursery



Wimborne First School Governing Body Introduction



Dear Candidate,

The governors and I thank you for the interest you have shown in our School and the post of Headteacher. We believe that this is an exciting opportunity for the successful applicant to continue the positive work of our team and ensure our children get the best start in their education.

Wimborne First School and Nursery is a good school that provides a robust and well considered curriculum for all children. The new building supports our warm and welcoming ethos where children can thrive. We are seeking to appoint a Headteacher who is a highly engaging leader and is able to continue to support the school to embed, evolve and improve the educational offer beyond the very high standards already achieved.

Our new Headteacher will pride themselves on delivering our commitment to:

- Develop happy, confident children who thrive in a secure and vibrant atmosphere
- Strive for high academic standards across the whole curriculum, providing every child with the opportunity to achieve their potential
- Equip each child for their future by nurturing the development of the whole child emotionally, physically and socially
- Create a spirit of collaborative teamwork involving pupils, parents, staff, governors and the wider community in the activities of the school

We are seeking a Headteacher who can:

- Build on current good practice and bring fresh ideas using the latest research to continue and embed our educational offer
- Promote effective communication by staff and pupils and create a sense of belonging for all
- Challenge and support the team to always deliver for the whole child
- Inspire children to fulfil their full potential
- Promote diversity and inclusion
- Deliver excellent quality teacher standards through your leadership
- Build on the curriculum to ensure it exceeds expectations, whilst focused on engaging real life experiences
- Utilise the trauma informed skills of the school whilst continuing to expect exceptional behaviour
- Continue to foster positive relationships with the Trust, Governors, each other and the local community

What we can offer:

- A supportive Governing body and community
- Dedicated and enthusiastic staff who are committed to providing the best possible education for every child so they can reach their full potential
- A school that encourages children to respect and celebrate the local community and cultures around them
- Continued professional development and support through our academy, Hamwic Education Trust

We would welcome informal visits. To arrange, please contact the school office on 01202 882532. Tours of the school, with the current Headteacher, can be booked on the days below:

- 27th June
- 2nd July
- 3rd July

We look forward to receiving your application.

Yours sincerely

V Arbon

Val Arbon

Chair of Governors



Chief Executive Introduction

An exciting opportunity has arisen for a Headteacher to lead Wimborne First School and Nursery.

The Hamwic Education Trust is a community-based trust striving to create academic excellence through community engagement. Our aim is to establish self-improving school systems by creating local partnerships of schools where School Leaders take a collective responsibility for student outcomes.

The Trust has a strong managed service team who, working with our school leaders support our schools with all aspects of running a successful school. The team consists of 36 members of staff covering education, safeguarding, behaviour, Finance, HR, IT and Estates.

As of 1 June 2024, our Trust comprised of 6 local partnerships containing 35 academies, more than 12,000 pupils and over 1,800 staff. The 35 academies consist of 32 primaries, 2 secondaries and 1 hospital school. The 6 local partnerships are spread across Portsmouth, Southampton, Poole, and Dorset.


A few years ago we saw the launch of our Hamwic Education Foundation, our fundraising arm which supports our more disadvantaged children and families. Last year we provided over 600 Christmas Eve boxes for our more disadvantaged children and are planning to do the same again this year.

At the Hamwic Education Trust we are passionate about the central role of education in improving individual life chances for children and young people. We bring professional expertise and experience to secure the highest possible achievement for all. We believe in a local education, with the freedom to collectively support the needs of the community it serves.

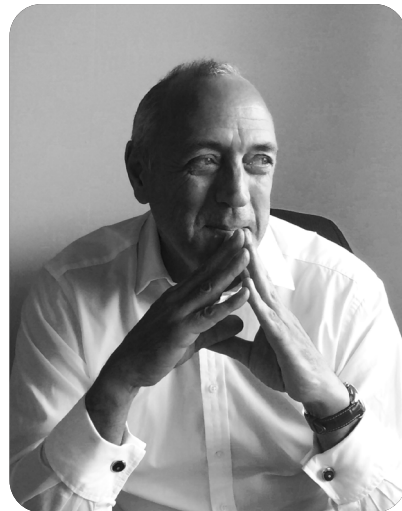
Our vision is to ensure that all Hamwic pupils are entitled to a quality, enriching experience in all our schools, in a safe, inclusive environment that prepares them for their future and gives access to a range of opportunities for their next steps in life.

At the heart of all we do is our strapline 'All about the Child'. We believe that by doing this, it drives our ethos and values to do the best we can for our children.

I hope that you would want to be part of the team.



Robert Farmer
Chief Executive Officer



About Wimborne First School



We root for each other and watch each other grow!

On behalf of our community, welcome to Wimborne First School and nursery. We currently have a mix of two or three classes in each year group from R-4. Our nursery provides education and care for children from the age of two and works in partnership with the Year R team.

We have enjoyed learning and teaching in our new school building and grounds for the last three years. The school has sufficient space to become fully three form entry, and this is likely to become necessary as new housing estates continue to be established in close proximity to us.

As a school, we recognise that all children have individual needs and our aim is to provide a happy, stimulating environment where everybody is valued and encouraged to fulfil their potential. We are lucky to have a large school site, with plenty of green space, and continually work to ensure we use our environment well to give children great learning experiences.

Our Trust recognises we are a good school. We are fortunate to have a number of highly skilled leaders and teachers who are asked to support Trust work and other schools.

I hope you find the information in this pack helpful, and we look forward to welcoming you to our school.



Our Visions and Values

Our vision for Wimborne First School and Nursery is to have a school which has high expectations which are achievable for all pupils. The education and opportunities in our school are open to everyone. It really is all about the child!

We have high expectations for all who belong to Wimborne First School and Nursery; children, staff, parents, governors and visitors. We provide an environment in which learning for life is an enjoyable and exciting experience.

Wimborne First School and Nursery celebrates diversity and fairness of opportunity; we ensure that responsible and confident attitudes and behaviours prevail and that all achievements at any level are celebrated.

We have a vision where pupils and staff feel valued by their peers within the whole community. The school seeks to provide a supportive and stimulating environment in which every child can enjoy their learning, make a positive contribution to the life of the school and achieve their potential.

Wellbeing is crucial to a child's mental health and ability to learn and succeed. We work together to ensure the children can articulate their emotions and express when they need additional support to feel well and achieve at school.

We are committed to:

- Developing happy, confident children who thrive in a secure and vibrant atmosphere.
- Striving for high academic standards across the whole curriculum, providing every child with the opportunity to achieve their potential.
- Equipping each child for their future by nurturing the development of the whole child emotionally, physically and socially.
- Creating a spirit of collaborative teamwork involving pupils, parents, staff, governors and the wider community in the activities of the school.

To achieve these aims, we:

- Encourage a school climate that celebrates diversity of race, culture, gender and ability.
- Create a warm, bright, stimulating learning environment.
- Encourage pupil's persistence, resourcefulness, resilience and independence.
- Offer a stimulating and challenging curriculum.
- Have a positive attitude towards behaviour and respect for each other.
- Support pupils to believe in themselves as learners and to achieve their personal best.
- For pupils to feel safe and secure in the school.

At Wimborne First School and Nursery we root for each other and watch each other grow!

We asked our children what qualities they think a Headteacher should have:

"I would love a fun and friendly headteacher who looks after us well and considers what is best for us."

"I would like a headteacher who is fun and fair to all the children and helps them with their learning."

"I would like a headteacher who is kind, friendly and fair who treats all the students the same."

"A reliable and funny headteacher."

"I would like a headteacher that is fair and kind, who is confident to talk to all the pupils. I would also like it if they were funny!"

"They have to be encouraging and stand up for the children's education."

"I would like a headteacher who comes into the classroom and says hello."

"A new headteacher who is happy and always smiling."



Hamwic Education Trust

Wimborne First School and Nursery is part of the Hillary Partnership. The Hillary Partnership is a multi-academy partnership based in Poole and is part of the Hamwic Education Trust.

The Hillary Partnership is one of six partnerships across the trust. The Trust believes in creating academic excellence through community engagement and the aim is to establish self-improvement systems by creating local communities of schools where Headteachers take a collective responsibility for student outcomes.

Our Vision & Values

At Hamwic Education Trust we have tried to capture the essence of what we are about in two simple statements:

'All about the Child'

We aim to put the child at the centre of everything we do. We believe that by doing this, it drives our ethos and values to do the best we can for our children.

'What about Sam?'

Sam is the name we have given to the notional Hamwic child. By asking ourselves 'What about Sam?' we ensure that we put our pupils at the heart of our decision making.



Benefits of being part of Hamwic Education Trust

- The utilisation of local expertise
- CPD and training opportunities for staff across the Multi Academy Trust
- Highly trained staff including an experienced advisory team, National and Specialist Leaders of Education working with schools in order to raise standards, monitor progress and attainment for individual schools and across all phases
- Hamwic is one team – you will benefit from the support of the whole team
- Provision of managed services to support in school business functions including finance, HR, estates, IT solutions and governance
- Qualified staff ensuring statutory compliance requirements are met
- Maximising best value by using economies of scale in the procurement process
- Implementation of proven governance structures
- A collective responsibility for academic excellence in the community
- Procurement of shared services providing lower costs for schools within the MAT

- Bearwood Primary School
- Hamworthy Park Junior School
- Henbury View First School
- Hillbourne Primary School
- Lytchett Matravers Primary School
- Springdale First School
- Twin Sails Infant and Nursery School
- Upton Infant School
- Upton Junior School
- Wimborne First School



Advert



Role:	Headteacher
Location:	Wimborne First School and Nursery, Dorset
Start Date:	1st January 2025
Salary Range:	L18 – L24
Closing Date:	Friday 12th July 2024, 12.00pm
Shortlisting:	Monday 15th July 2024
Interviews:	Thursday 18th and Friday 19th July 2024

Governors are seeking an experienced leader, with a passion for developing high quality inclusive teaching, to lead a community to excellence. The successful candidate will embed further the school's strong curriculum offer, ensuring that more pupils than ever before leave each stage of their educational journey well-prepared for their next. Strategies will place the needs of the most disadvantaged children at the centre of their design. As teaching and learning is strong, and the curriculum well developed, our next step is to drive and embed expert pedagogical approaches using the best research available to us.

Our new Headteacher will inspire and bring out the best in staff, have resilience and drive, and have a proven track-record of delivering strong educational outcomes. The school has a committed family of staff, governors and parents/carers - we are exceptionally proud of our children and our community. Our school is due to be inspected very soon and we look forward to demonstrating we are a good school with the potential to be better.

Can you be part of leading the next phase of our journey as we strive to fulfil our pupils' full potential?

We are seeking a professional individual who:

- Is an experienced, reflective and solution focused leader
- Has a strong track-record of success in their current role within the Primary phase
- Can develop the quality of learning provision so that it secures the best progress for all pupils from entry to exit
- Will effectively model leadership, ensuring staff have the skills they need to do their job exceptionally well
- Innovates using current and effective research to improve the quality of the curriculum offer to address all pupils needs in order to prepare them well for the next stage of their education
- Builds upon our good relationships within the school, across partnerships and in the wider community
- Builds upon the trauma informed approach whilst still maintaining high expectations of behaviour

Application Procedure

Should you wish to apply for this vacancy, please view the candidate pack and complete the application form which can be found at www.hamwic.org. Completed applications should be returned to recruitment@hamwic.org. CVs will only be accepted along with a completed application form.

We would be delighted to give you a tour of the school and answer any questions you may have. School tours will be taking place on 27th June, 2nd July and 3rd July. Please contact the school on 01202 882532 to arrange an appointment with the school office.

Safeguarding

All schools within the Trust are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.

We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.

Job description

Job Title:	Headteacher
Location:	Wimborne First School and Nursery
Salary Range:	L18 – L24



Terms and conditions

The terms and conditions detailed in the Hamwic Education Trust (HET) Pay Policy and unless varied by the Policy, the current 'School Teachers Pay and Conditions' document will apply. Any variation from these terms and conditions will be with the agreement of governors and the post holder.

Job purpose including main duties and responsibilities

Provide overall strategic leadership and, with others, lead, develop and support the strategic direction, vision, values and priorities of the school:

- Secure a strong commitment from all stakeholders to continuity of education from 2-9 years across the school
- Provide the leadership and management with governors which enables the school to give every pupil high quality education, and which promotes the highest possible standards of achievement and well being
- Deliver the annual performance management targets set by Governors in conjunction with the Hamwic Education Trust Deputy CEO and the Standards Team
- Ensure the school maintains a creative and enjoyable learning environment in which children achieve exceptionally well
- Build leadership capacity at all levels through actively developing strategic governance, staffing structures and roles and responsibilities
- Represent and be an advocate for the schools in the local and wider community and work to develop productive engagement across the partnership and wider trust

Key accountabilities

The role of Headteacher requires the post holder to support the requirements as set out in the Headteacher Standards 2020 and in particular:

1. Creating the future of the school

- Work with governors and key stakeholders to create the strategic vision
- Motivate others to create a shared learning culture and positive climate through distribution of leadership through teams and individuals
- Translate the vision into agreed objectives and operational plans
- Use the school's structure to maximise and deploy both resources and expertise to raise achievement

2. Leading Teaching and Learning/outcomes and standards

- Strategically lead teaching and learning across each phase of learning so that children achieve their very best
- Provide an outstanding curriculum that fully reflects the school's educational vision for education
- Ensure that quality teaching and learning sit at the heart of all leadership decisions
- Create a culture of high expectation for all and ensure that parents and carers are included as partners in their children's progress
- Monitor, evaluate and review school practice and promote improvement strategies
- Promote staff self-efficacy and wellbeing
- Tackle under-performance at all levels

3. Developing Self and Working with Others

- Promote and maintain a culture of high expectations for self and others
- Regularly review own practice, set personal targets and take responsibility for own development
- By example lead, value effort, support, challenge and encourage an ethos of trust, teamwork and continual improvement among all staff
- Recognise and promote the excellent opportunities within the community to attract and retain high quality staff
- Lead, motivate, support, challenge and develop the leadership teams, ensuring organisational structures are fit for purpose

4. Managing the Organisation

- Ensure the ongoing development of an organisational structure which reflects the school's values and enables effective and efficient operations
- Ensure evidence-based improvement plans and policies promote continuous school improvement
- Manage the school on a day-to-day basis ensuring that Trust policies, including those relating to safeguarding and health & safety are fully adhered to
- Manage the school's financial and human resources in line with relevant policies to ensure efficiency in achieving the school's educational goals and priorities
- Recruit, retain and deploy staff appropriately
- Ensure that policies and practices take account of national and local circumstances and initiatives

5. Securing Accountability

- Develop an ethos which enables everyone to work collaboratively
- To ensure individual staff accountabilities are clearly defined, understood, agreed and recorded
- To work with the governing body to enable it to meet its statutory responsibilities
- To ensure every individual pupil has access to high quality teaching and learning

6. Strengthening Community

- Create and promote positive strategies for challenging racial and other prejudice
- Ensure a range of community-based learning experiences
- Collaborate with other agencies to ensure pupil and community needs are met
- Work with schools within the trust to promote community cohesion
- Work collaboratively, at both strategic and operational levels, with parents and carers and across multiple agencies for the well-being of all children
- Collaborate with other schools in order to share expertise and bring positive benefits to all including, but not limited to, close co-operation with Headteachers across the wider Hamwic Education Trust

7. Safeguarding

- Carry out the role as Designated Safeguarding Lead as required
- Safeguard and promote the welfare of children and young people, following the school's child protection policies and procedures
- Ensure a safe working environment for pupils and staff alike and to comply with Trust and school health and safety policies

8. Other Duties

At an appropriate level, according to the job role, grade and training received, all employees in the Trust are expected to:

- Support the aims, values, mission and ethos of the school and participate in a team approach to all aspects of school life
- Attend and contribute to staff meetings and INSET days as required, and identify areas of personal practice and experience to develop
- Take appropriate responsibility for safeguarding and children's welfare and be aware of confidential issues linked to home/child/teacher/school and keep confidences appropriately
- The post holder at all times, whether or not in the employ of our schools or Trust and except where such information is in the public domain maintain the strictest secrecy with regard to the business affairs of our schools or Trust and its customers/stakeholders, products and product lists
- Be aware of health and safety issues and act in accordance with the schools' and Trust's Health and Safety policy
- To liaise with other school staff, contractors and outside agencies/organisations as appropriate

The post holder may be expected to carry out duties other than those given in the job description where the level of responsibility is similar, and he/she has appropriate qualifications or receives appropriate training to carry out these duties.

Person Specification



The person specification comprises of:

- Part one - Qualifications, training and experience
- Part two - Qualities and Behaviours: for school leadership now and in the future

Candidates should note that the elements markers with an 'APP' are expected to be addressed in the written statement as part of the application. These will be used by the panel to shortlist for the interview stage.

Part 1: Qualifications, training and previous experience

Candidate is able to provide pertinent evidence of their previous education, training and experiences	Essential or Desirable
Professional experiences and qualifications:	
1. Qualified Teacher Status (APP)	Essential
2. Evidence of appropriate professional development (APP)	Essential
3. Holds NPQH or equivalent (APP)	Desirable
4. Willingness to continue professional development	Essential
5. Experience of working in partnership with other schools and organisations (APP)	Essential
6. Experience and evidence of successful senior leadership within each phase represented in the school: EY/KS1/KS2 (APP)	Essential
7. Experience of supporting schools other than their own to improve	Desirable
8. Experience of leadership within schools of different socio-economic areas and communities	Essential
9. To have a strong understanding of the Designated Safeguarding Lead Officer role (APP)	Essential
Has knowledge and understanding of/and:	
1. The effective use of comparative data, benchmarking and target setting data (APP)	Essential
2. Strategic thinking and planning for educational improvement	Essential
3. Strategic priorities arising from current educational issues and curriculum research	Essential
4. Effective teaching, learning and assessment methods	Essential
5. Effective leadership styles	Essential
6. Tracking progress and attainment within accountability systems (APP)	Essential
7. The national inspection framework for schools	Essential
8. Current national curriculum research and evidence-based approaches within education	Essential

Is able to demonstrate experience:

1. Leading teams to accelerate pupil progress (APP)	Essential
2. Managing change and staff workload within a school (APP)	Essential
3. The effective delivery of the performance management appraisal process, including coaching staff to develop outstanding teaching and addressing any underperformance in school	Essential
4. Promoting high quality personal development of pupils and demonstrable improvements in pupils' behaviour and attendance so they are well prepared for future citizenship.	Essential

Part 2: Qualities and behaviours

Leadership qualities and behaviours: Candidate is able to give significant examples of the ways in which they exhibit the following characteristics	Essential or Desirable
1. A driver of staff engagement.	
2. A driver of strong pupil outcomes across the curriculum.	Essential
3. High levels of resilience.	Essential
4. Communicates effectively to a range of audiences.	Essential
5. Action-orientated and solution focused.	Essential
6. Self-awareness.	Essential
7. Clarity of vision and strategy.	Essential
8. Flexible and able to respond to change in local and national climates.	Essential
9. Willingness to contribute to the wider ethos of the Partnership and Trust.	Essential
10. Research-led.	
Has the following skills and attributes:	
1. An effective and inspirational leader.	Essential
2. High levels of emotional intelligence.	Essential
3. Strategic vision for raising standards and the impact of effective deployment of funding including for the most vulnerable pupils.	Essential
4. Ability to change and ensure all stakeholders are on board.	Essential
5. Ability to develop effective relationships with staff and promote succession planning.	Essential
6. Excellent organisational skills and written communication skills.	Essential
7. Ability to prioritise, meet deadlines and work under pressure.	Essential
8. Ability to hold challenging conversations and oversee capability procedures.	Essential
9. Leadership of effective transition points across the primary years.	Essential

Can demonstrate the following teaching and learning attributes:

- | | |
|--|-----------|
| 1. Strong understanding of what makes an outstanding classroom practitioner. | Essential |
| 2. Development of a range of research-led teaching and learning styles. | Essential |
| 3. Experience in raising academic standards for all pupil groups. | Essential |
| 4. Expertise in monitoring classroom performance. | Essential |
| 5. Evidence of the impact of coaching/support for individuals. | Essential |

Motivation and personality:

- | | |
|---|-----------|
| 1. Positive and optimistic. | Essential |
| 2. Sense of accountability. | Essential |
| 3. Good sense of humour. | Essential |
| 4. A constant drive for improvement. | Essential |
| 5. Able to work in a professional manner as part of a team. | Essential |



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