



Applicant's Pack for Recruitment of Headteacher



Together we achieve the extraordinary



Contents

- 1. Chair's Letter**
- 2. Advertisement**
- 3. Job Description**
- 4. Person Specification**
- 5. School Context**
- 6. Location Map**
- 7. Child Protection and Safeguarding Policy (and addendum)**
- 8. Staff Standards of Conduct Policy**



Together we achieve the extraordinary



Lower Park School

CHESHIRE EAST CHILDREN AND FAMILIES SERVICES

Lower Park School

Hazelbadge Road,
Poynton,
Cheshire,
SK12 1 HE

Telephone: 01625 872560

Email: head@lowerpark.cheshire.sch.uk

Website: www.lowerpark.school.cheshire.sch.uk

28th May 2021

Dear Applicant

Thank you for your interest in Lower Park School.

Our School is located to the south of the Greater Manchester conurbation in Poynton. Poynton sits in the green belt and we enjoy being close to both the countryside (including the Peak District National Park) and the amenities of Stockport and Manchester.

Our school of 282 pupils has year groups of 40 children who are taught across 10 classrooms. Please see the School Context Document and our website for more details.

Our School is currently managed by a Senior Leadership team of four and they are supported by an active governing body. Our staff and governors have diverse skills and experience, and we believe our strength lies in our common goal; to support and care for the development of every pupil and member of staff. We consistently achieve high levels of academic achievement, but continually strive to build upon and improve on past achievements. However Lower Park is more than “just” academically outstanding. Everyone who visits the school recognises there is a buzz about the place, and we place great importance in maintaining the core spirit of the school.

We seek a headteacher who will join us as a pivotal member of our team and who will lead Lower Park with their own unique skills. We hope that the information we are sending out with this letter will encourage you to apply to be our next headteacher.

Your sincerely

Paul Banford

(on behalf of the Governing Body)



**Lower
Park
School**



Together we achieve the extraordinary



Together we achieve the extraordinary

Our outstanding school is set at the heart of a vibrant Cheshire town with a strong community spirit. We are an inclusive and caring school where children, parents, governors and staff are inspired by teaching and learning. Individuals are energetic, responsible, caring and committed to achieving extraordinary results.

We seek an inspirational Headteacher who shares our vision of a school community which celebrates diversity and nurtures a lifelong love of learning, enabling all its children to discover the champion within.

Our new Headteacher should be committed to:

- The safeguarding and welfare of children in his or her care.
- Working collaboratively with all stakeholders and promoting effective communication with staff, children and parents.
- Developing an exciting, enriching and challenging curriculum that enables measurable pupil progression.
- Ensuring the highest professional educational standards are provided by our outstanding team of staff by enabling appropriate and challenging professional development opportunities.
- Keeping our school at the heart of the community and actively promoting its growth.

We would like our new Headteacher to:

- Value the contribution of a wide and varied extra-curricular provision to pupils' learning.
- Encourage development and celebrate all successes.
- Embrace their position within our hard-working team of staff and pupils, looking after the wellbeing of both.
- Be a firm leader and great communicator, with a warm approachable nature and the ability to lead by example.

Visits to the school are welcomed and applicants can visit on Tuesday 20th or Wednesday 21st July, strictly by prior arrangement with the school. Please contact the school to arrange an appointment.

School: Lower Park School

Number on role: 282 (PAN = 280)

Headteacher: Interim Headteacher in post

Address: Hazelbadge Road, Poynton, SK12 1HE

Telephone Number: 01625 872560

School Email Address: admin@lowerpark.cheshire.sch.uk

School Website Address: www.lowerpark.cheshire.sch.uk

Position Advertised: Headteacher to start January 2022
Contract Term: Permanent; Contract Type: Full Time

Salary: Salary range: L8-L21 (to be confirmed on appointment). School Group: Group 2

Closing Date: 20th August 2021 at 12 noon

Applications to be obtained from: School Governance Team, 5th Floor Delamere House, c/o Municipal Buildings, Earle Street, Crewe, CW1 2BJ;
Tel: 0300 123 5036
Email: schoolgovernance@cheshireeast.gov.uk

Applications to be returned to: School Governance Team, 5th Floor Delamere House, c/o Municipal Buildings, Earle Street, Crewe, CW1 2BJ; Tel: 0300 123 5036; Email: schoolgovernance@cheshireeast.gov.uk

Key Dates:

Applicant Q&A and school visit on 20th or 21st July. Please contact admin@lowerpark.cheshire.sch.uk or telephone 01625 872560 to arrange.

Advertisement closure: 20th August 2021 at 12 noon.

Shortlisting: 23rd August 2021

Activities Day: 15th September 2021

Interview Day: 16th September 2021



You are asked to provide a supporting letter and relevant CV with your application form. Please do not restate the factual details already included elsewhere on the application form. The successful applicant will be subject to the conditions of employment for Headteachers contained in the current School Teachers' Pay and Conditions document 2020 and other current education and employment legislation. The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and external agencies to share this commitment. Successful candidates will be asked to apply for an Enhanced Disclosure from the Disclosure and Barring Service



Headteacher Job Description

Responsible to: The Governing Body

Responsible for: All pupils, teaching and non-teaching staff.

Core Purpose:

The Headteacher is to provide the professional leadership and management of the school, ensuring its continuing success and improvement, high quality education and personalised learning for all its pupils. H/she will be a strong leader, experienced in motivating staff and pupils to achieve their best and with the vision to establish a school culture that challenges, inspires and nurtures, while preparing the children for the future.

Key Areas of Work:

Strategic direction and development of the school – Shaping the Future

- To work with the governors and others to create a shared and strategic vision and plan which inspires and motivates pupils, staff and all other members of the school community.
- To lead school self-evaluation, enabling strategic planning to sustain school improvement which ensures that the school moves forward for the benefit of all.
- To ensure all staff contribute to, endorse and can communicate the vision.

Leading Teaching and Learning

- To ensure the quality of teaching and learning enabling *all* pupils to achieve their full potential.
- To create and maintain a learning culture which enables pupils to become effective, enthusiastic, independent learners committed to lifelong learning.
- To determine, organise and implement the curriculum and its assessment.
- To lead teaching and learning as an exemplar and inspiring practitioner.
- To ensure that pupils benefit from an enriching curriculum, including wide and varied extra-curricular activities.
- To promote innovative teaching and learning by using leading-edge IT resources creatively, with the aim of establishing the school as a centre of excellence for building pupils' confidence and ability in the use of technology.
- To establish a culture of continuous improvement which is exemplified by the raising of standards and evidenced in the pupil performance data.

Professional Development and Working with Others

- To build a professional learning community which enables others to achieve in a manner consistent with the aims and values of the school.
- To ensure performance management actively addresses under-performance and informs the continuous professional development of all parties: yourself, members of staff and governors.
- To delegate appropriately and ensure effective succession planning through staff development and coaching.
- To build high performing teams and work cooperatively with pupils, staff, governors, parents/carers and other members of the community to achieve the school's goals and objectives.
- To maintain the school's strong position as a focal point within and for the local community.

Managing the Organisation

- To produce and implement improvement plans and policies for the development of the school and its facilities.
- To build and maintain organisational structures and systems which distribute leadership and enable the school to run efficiently and effectively on a day-to-day basis.
- To monitor, evaluate and review the effects of policies, priorities and targets of the school in practice.
- To manage the school's financial and human resources effectively and efficiently to achieve the school's goals and ensure value for money.

Securing Accountability

- To ensure that individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation.
- To provide information, advice and support to governors to enable them to meet their responsibilities.
- To provide information about and account for the school's work and performance to a range of audiences including parents and governors.

Strengthening Community through Collaboration

- To build a school culture and curriculum which takes account of the richness and diversity of the school community and is inclusive.
- To build and maintain links with the wider community to sustain and enrich all aspects of school life.
- To collaborate with other agencies to support the learning and well-being of pupils and their families.
- To create and maintain partnership with parents to support the learning and pastoral care of pupils.
- To network and share best practice with other schools.

Duties should be carried out with due regard to statutory orders and regulations, articles of government and policies of the school. This Job Description is not exhaustive and further reference should be made to The Teachers' Pay and Conditions Document and The National Standards for Headteachers.





Person Specification for recruitment of Headteacher at Lower Primary School

Please complete the standard application form included in this pack and attach your detailed CV.

The following are essential criteria for this position and should be evident in your application.

- Qualified teacher status
- Serving Deputy or Headteacher for at least 5 years
- NPQH accreditation or equivalent professional qualification; or a Headteacher for at least 5 years
- Evidence of regular and appropriate professional development
- Experience across the full Primary range
- Evidence of outstanding leadership

In particular we are looking for evidence of the following:

Criteria	Essential/ desirable	How this will be identified
The ability to communicate effectively with staff, children and parents. Demonstrate collaborative working with all stakeholders valuing contributions from all. Motivating all staff to achieve the highest of levels of performance by enabling appropriate and challenging professional development opportunities.	Essential	Application/ CV/ interview
A proven track record in developing an exciting, enriching and challenging curriculum that enables measurable pupil progression. Demonstrate the ability to access, analyse and interpret data to monitor progress and set challenging targets.	Essential	Application/ CV/ interview
Demonstrate a high level of personal skills with information technology , valuing its impact on learning.	Essential	Application/ CV/ interview/presentation

The strong intention and skills to develop the school's capacity to become a centre of excellence in technology that fosters pupils' learning in the 21 st century.		
Exhibit visionary leadership qualities that will value the school's ethos, whilst diversifying the school's experiences. Engage in and develop inclusive , environmental and sustainable goals that embrace the local and global community .	Essential	Application/CV/interview
Demonstrate a strong, engaging and vibrant personality that is experienced in dealing sensitively with all groups of adults. The ability to provide support and guidance to professionals at times of challenge, as well as being aware of work life balance .	Essential	Application/interview
A proven track record of strategic and succession planning in personnel, finance and safeguarding.	Essential	Application/CV/ interview
Value the contribution of a wide and varied extra-curricular provision to pupils' learning. Express an interest in extra-curricular specialism.	Desirable	Interview
Had recent Ofsted inspection experience in a senior role. Provide an explanation of how additional professional training, as indicated in the essential criteria, has impacted on leadership skills .	Desirable	interview



Welcome to Lower Park School

Our School

Lower Park School was opened on 29th April 1965 and is within the Macclesfield District of Cheshire East. It works within the policies of Cheshire East Council.

The school is a comfortable, well resourced learning environment which includes 10 classrooms, a hall for PE and dining, a well stocked and refurbished library, several intervention rooms and a 'Bubble Room' which provides a quiet space for children with SEND to learn or for those who may need emotional support away from the classroom.

The school boasts fantastic grounds in a rural location. The playground consists of a large multi sport area, trim trail, tyre park, outdoor classroom and various wooden structures for the children to play on, including a pirate ship! The school field is large and we are lucky to have a 'Wild Area' of trees for the children to explore. This area is used every Friday by the EYFS children for their Forest Friday session. This is something we are also currently developing across the rest of the school. There is also a 'Daily Mile Track' on the field which the children use on a daily basis for exercise.

The EYFS has a dedicated outdoor classroom which includes a covered area, car track, mud kitchen, planting area, sandpit and bike park. This area is well equipped to deliver the EYFS curriculum and is used by the children daily, whatever the weather.

The school has an excellent SEND Co-ordinator who ensures the SEND children within the school are receiving the support they deserve and are entitled to, in order to meet their fullest potential. The parents of SEND children are supported and communicated with through termly reviews and an open door policy in between these meetings. Our local offer can be found on the school website.

ICT has been a priority over the last couple of years and the school now has modern interactive touch screen boards in every classroom and in the staff room for use in meetings and intervention groups. The children and staff have access to around 100 iPads and 80 laptops as well as various different Coding resources, allowing for the high quality delivery of computing lessons and the incorporation of ICT across all subjects.

The school has excellent sports equipment and a wide variety of clubs are organised each year for the children to access, these have included football, tennis, dodgeball, cricket, gymnastics as well as multi sports, all delivered by high quality coaches.

Staff are also dedicated to giving their time to extra curricular activities with clubs including a successful school band, two choirs, art club, computing club, and two netball clubs. These clubs cater for all Key Stages from Reception to Year 6.



Together we achieve the extraordinary



Our Community

We are very fortunate to receive strong parental support at Lower Park and feel that parents and school should work in partnership to ensure the best possible outcomes for children. Parents are actively encouraged to participate in the life of the school and, with staff direction, can help in the classrooms, on school trips and sports and we have many regular volunteers.

The school also has an active and innovative PTA who meet regularly in order to organise very successful and enjoyable fundraising and social events. These include school fairs, circus events, wreath making nights, plant sales, school discos, quiz nights, curry nights and family entertainment to name but a few. The fundraising from the PTA goes to enhance the children's learning across the school and has included funding the touch screen boards in every classroom and an annual classroom budget, for teachers to enhance their learning environments as they wish. A percentage of the funds raised is always dedicated to SEND children.

Our Vision:

Imagine an inclusive school that is a community of people, where children, parents, governors and staff are inspired by teaching and learning. Individuals are energetic, responsible, caring and committed to achieving extraordinary results. Within a safe, secure and friendly environment, the school community celebrates diversity and change is embraced in order to prepare the children for the future. Special events, topics and rewards characterise life at this school. All age groups make connections with one another through the work they do, the problems they solve and the experiences, strengths and hopes they share. Together they are learning to live safely within the world's sustainable resources. In classrooms, the integration of current technology extends learning, underpins every area of the curriculum and promotes opportunities for global communication. The outdoor environment boasts stimulating opportunities for all children to engage in purposeful activities that encourage social and physical growth.

This school is Lower Park; a community that nurtures a life-long love of learning, enabling all its children to discover the champion within.

Our Values that Underpin Our Vision:

Bravery (Resilient, risk takers & confident)

Respect (Team worker, kind, thoughtful & inclusive)

Responsible (Trustworthy, honest & fair)

Determined (Independent, perseverant & passionate)

Creative (Flexible, energetic, happy & open-minded)

Curious (Inquisitive, adventurous & questioning)



Our core aims are:

- A) To have high expectations and aspirations for every individual, including academic, artistic, personal and sporting achievements.
- B) To create a safe and friendly school community that provides stimulation and an expectation of high standards of behaviour whereby we respect ourselves and others.
- C) To provide a rich and wide curriculum with an enhanced curricular school life.
- D) To meet every individual's social, emotional, physical and spiritual needs so they can move on from Lower Park with integrity and confidence.



Together we achieve the extraordinary

Our Curriculum Intent

Together at Lower Park, our children are extraordinary individuals and our rich and motivational curriculum starts with them. We intend to prepare them for life by developing within them values of curiosity, bravery, determination, responsibility, flexibility of thought and respect for the opinions and beliefs of others.

Our curriculum will inspire, enthuse and educate our children so they build knowledge and skills that will help them prepare for life in modern Britain and beyond.

Teachers have high aspirations for all children to achieve, regardless of differences in ability, social background, culture, race, gender or disability and this is reflected in fun, engaging learning experiences and our extra school life. All elements of the National Curriculum are built sequentially and cumulatively for our children in their time at Lower Park. The content of the curriculum encourages them to follow their own interests and to enthuse and inspire them to be inquisitive learners with real life skills that enable them to move into the world with a passion for life-long learning.

The school promotes musical, sporting and artistic opportunities, together with academic achievement, so that all children leave Lower Park having found success and confidence in their own well-being, social, emotional, physical and spiritual needs. Together we achieve the extraordinary!

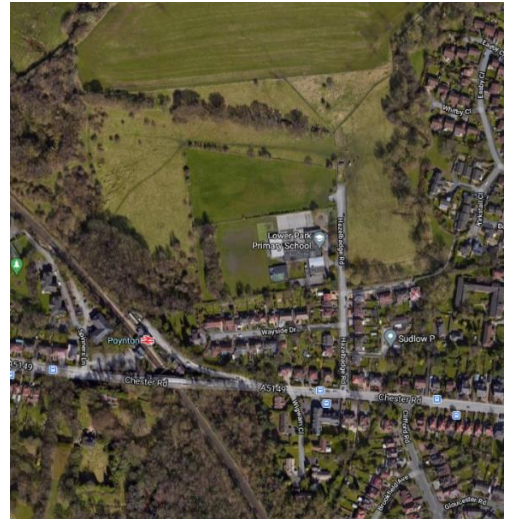
This outstanding school offers its pupils a rich, all-round education that enables them to achieve highly, academically and personally. It provides excellent value for money. Parents greatly appreciate the dedication and professionalism of all staff who, as they say, 'ensure that children are not just educated but valued, nurtured and encouraged' ~ Ofsted 2008



Lower Park School
Hazelbadge Road
Poynton
Cheshire
SK12 1HE

Telephone: 01625 872560

Email: admin@lowerpark.cheshire.sch.uk



Lower Park School is on Hazelbadge Road off the A5149 Chester Road in Poynton. Chester Road can be easily accessed from the A555 (Manchester Airport Eastern link Road) or A523. The School is within easy walking distance of Poynton Train Station.

