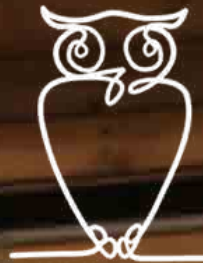


Headteacher Candidate Pack

Location: **Chesham, Buckinghamshire** | Start date: **January 2024**



LEY HILL SCHOOL
ENJOYMENT ENGAGEMENT GROWTH

ACADEMICIS
www.academicis.co.uk



Welcome letter from our Board of Governors

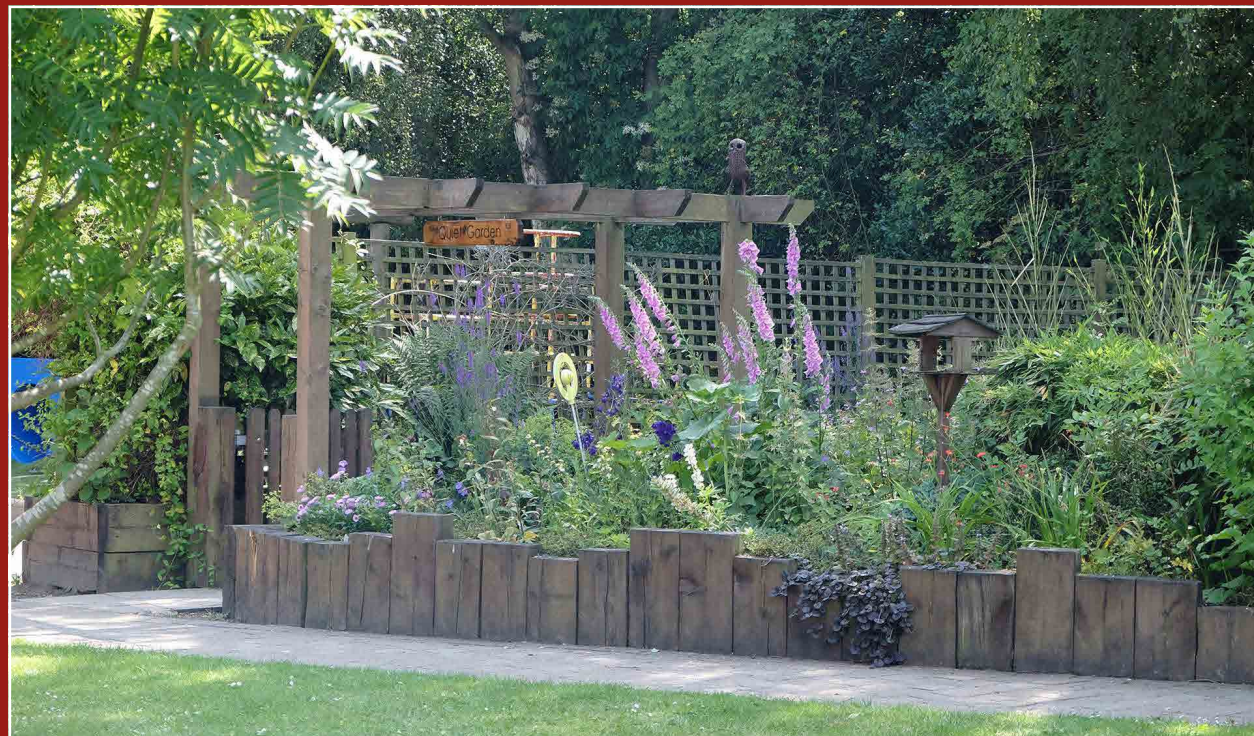
Dear Applicant,

On behalf of the pupils, staff and Governors I should like to thank you for your interest in the role of Headteacher at Ley Hill School. I am delighted that you see LHS as a school in which you can make an impact and we are confident that our school will provide an outstanding opportunity as you take the next step in your career.

Ley Hill School is a vibrant, inclusive and family orientated school with a strong community ethos. We are a grant-maintained co-educational single-form entry primary school with a nursery; we take 30 children each September into our Reception class. Our current school roll is 230 with 20 in the Nursery, and we are usually over-subscribed for entry into Reception with 3 applications for every place available.

All classrooms are equipped with smartboard technology, with separate classrooms for Design & Technology, Music and Computing, as well as a newly renovated library, small group/SEND work room and a pupil-used kitchen. In addition to the hall and dining room, our school has three playground areas with play equipment. We also make the most of our large playing field, as well as two nature reserves within walking distance. We encourage parents and visitors to share their skills with us and foster collaborative relationships with other local primary and secondary schools. The community is extremely important to our school.

Our core vision is, "Learning Together, Inspired Forever." This underpins all we do at Ley Hill. We use the skills of the good learners' principle to RECONNECT learning, show RESILIENCE, be RESOURCEFUL, be RECIPROCAL and REFLECT our learning. Our new Headteacher will have an understanding of what these things mean in a primary setting and be forward-thinking, innovative and dedicated to providing an outstanding education for each and every child. Adapting effectively to an ever-changing educational environment, they will lead, guide, motivate and encourage all stakeholders, providing clear strategic management and fostering a love of learning.



Ley Hill School pupils also are able to access Crabtree Farm, which is across the road and they regularly attend to see and feed the animals. There is the potential for the re-development of a Forest School, with land available adjacent to the school and this would be something a new Headteacher might seek to explore.

I would strongly encourage you to visit Ley Hill School prior to application and very much look forward to welcoming you into our warm and friendly environment.

Yours sincerely,

Board of Governors



LEY HILL SCHOOL
ENJOYMENT ENGAGEMENT GROWTH

Our School ethos

Our core vision is '**Learning Together, Inspired Forever**'

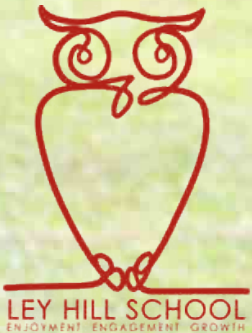
We use the skills of the good learners principle to **RECONNECT learning, show RESILIENCE, be RESOURCEFUL, be RECIPROCAL and REFLECT on our learning.**

These skills underpin all that we do at Ley Hill School, preparing everyone for life as compassionate, respectful and confident individuals with the skills to develop a growth mindset and love learning for life.

We welcome everyone into a safe and secure environment where everyone is nurtured, encouraged to achieve their full potential and to flourish in all areas of life. By learning together we inspire each other to achieve our potential as lifelong learners.

At Ley Hill School our aims are:

- To engage pupils to develop lively enquiring minds and an enjoyment and love of learning.
- To engage in a variety of academic, physical and creative skills and understanding across our curriculum.
- To show enjoyment and engagement by being active participants in their own learning growth.
- To engage in the growth mindset philosophy in order to grow as active learners.
- To encourage pupils to enjoy acquiring wisdom, knowledge, skills and attitudes relevant to their futures in a fast-changing world.
- To encourage pupils to enjoy, understand and respect the world in which they live and grow.
- To engage in the interdependence of individuals, groups and nations.
- To develop understanding and tolerance of the differences between people and to be compassionate in the way they interact with others, growing as unique respectful individuals in the world in which we live.
- To engage pupils to love a spiritual and contemplative approach to life, developing the awe and wonder and enjoyment of life.
- Appreciating and enjoying past and present human achievements and aspirations.
- To engage pupils to realise their own self-worth and enjoy their place in our wider school community so they can grow as wise and healthy individuals.



Job Description: Headteacher

Salary: L12-L18



LEY HILL SCHOOL
ENJOYMENT ENGAGEMENT GROWTH

Job Purpose

The Headteacher will provide inspirational leadership to all stakeholders in order to realise the school's aim of providing an excellent education for all pupils within a safe, caring environment.

The Headteacher will:

- Formulate the aims and objectives of the school and provide overall strategic leadership.
- Establish policies, processes and strategies for achieving these aims and objectives.
- Manage staff and resources to meet the school's aims and objectives successfully.
- Monitor and evaluate progress towards the achievement of the school's aims and objectives.
- Lead by example and model best practice regarding professional conduct, workload and personal development.
- Be a figurehead and role model for all in our community.

Principle Accountabilities

Strategic Leadership

- Undertake strategic leadership of Ley Hill School to ensure that day- to-day activities of the school, and its longer-term aims, contribute to continued educational excellence, a positive school ethos and a rich, broad curriculum for pupils.
- Inspire and influence others to believe in the fundamental importance of education in young people's lives and to promote the value of learning.

School Improvement Strategy

- Model entrepreneurial and innovative approaches to school improvement and leadership.
- Create an outward-facing school which works with other schools and organisations to secure excellent outcomes for all pupils.
- Plan, develop and implement an effective school improvement strategy.
- Develop effective relationships with fellow professionals and colleagues in other public services to improve academic, pastoral and social outcomes for all pupils.
- Embed school self-review and evaluation.
- Provide professional leadership of learning and teaching and school improvement activities, so that attainment of all groups of pupils (including those from disadvantaged backgrounds) is maximised.
- Oversee all curriculum developments, ensuring that the curriculum meets all statutory obligations, is rich and varied with enrichment opportunities for all pupils, and meets the needs of children at Ley Hill.
- Understand the importance of statutory regulatory frameworks, internal and external scrutiny and accountability.

Community Engagement and External Partnerships

- Promote effective links with parents and carers in order to maximise aspirations and promote pupil progress.
- Demonstrate very high standards of personal behaviour, positive relationships and attitudes towards pupils and staff, and towards parents, governors and members of the local community.

Pupils and Staff

- Demand ambitious standards for all pupils, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes.
- Recruit, motivate and retain high performing staff.
- Evaluate standards of teaching and learning, ensuring appropriate strategies are implemented to disseminate good practice and address any areas of under-performance.
- Provide professional leadership for the evaluation of performance in order to foster high standards and strong motivation from all staff.
- Oversee the development and implementation of appropriate induction and staff development so that all staff are well placed to maximise the attainment and aspirations of children at the school.



JOB DESCRIPTION CONTINUED

- Secure excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design.
- Create a strong ethos, within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.
- Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning.
- Hold all staff to account for their professional conduct and practice.
- Ensure policies are in place for the pastoral care and support of all pupils.
- Promote and ensure an inclusive approach to education.
- Actively promote and encourage positive learning behaviours, instilling consistent whole-school approaches to enable this.
- Ensure pupil progress is monitored using data and benchmarks and that appropriate interventions are used to address any areas of underachievement.
- Maintain policies and procedures for the effective safeguarding of children.

Qualities and Knowledge

- Lead by example, holding and articulating clear values and a moral purpose, focusing on providing an excellent education for all pupils.
- Keep up to date with developments in education and research.
- Engage in training and continuing professional development to meet own needs.

Systems and Processes

- Ensure all aspects of the school's work are compliant with equalities legislation and demonstrate good practice.
- Ensure that the school's systems, organisation and processes are well considered, efficient and fit for purpose.
- Provide a safe, calm and well-ordered environment for all pupils and staff, focused on safeguarding pupils and developing exemplary behaviour.
- Welcome and work with the governing body as appropriate, providing the information it needs to govern effectively.
- Support distribution of leadership throughout the school.

Resource Strategy

- Support strategic, priority-led financial planning to ensure effective use of budgets and resources.
- Oversee the management and organisation of the school site in order to ensure that it meets the needs of the curriculum and health and safety regulations.

General

- Work with courtesy, sensitivity, tact and flexibility and maintain confidentiality at all times.
- Be aware of and act in accordance with all relevant policies including Safeguarding processes, Health & Safety, Equal Opportunities, Data Protection legislation and procedures, and financial processes.
- Undertake other duties that reasonably correspond to the general character of the post of Headteacher.



Person Specification: Headteacher



	Essential	Desirable
Qualifications and Training	<ul style="list-style-type: none"> Educated to degree level or equivalent Qualified Teacher Status (QTS) Evidence of proactively pursuing continued professional development Current Safeguarding training Safer Recruitment training 	<ul style="list-style-type: none"> Further professional qualifications. National Professional Qualification for Headship (NPQH)
Experience	<ul style="list-style-type: none"> Teaching experience across at least two key stages Substantial experience as a headteacher or deputy headteacher Involvement in school evaluation and development planning Experience of line management and staff development Experience of actively supporting governors to deliver their strategic functions effectively Experience of managing a budget 	<ul style="list-style-type: none"> Experience of leading teaching and learning Experience of successful participation in collaborative partnerships with other schools Experience of OFSTED inspection at leadership level Experience of budget setting and whole-school financial management
Professional Skills and Knowledge	<ul style="list-style-type: none"> Ability to articulate a clear vision, building upon existing strengths and engaging all members of the school community Current understanding of the latest educational developments and research Understanding of excellent teaching, and the ability to model this for others and support others to improve An excellent understanding of the primary curriculum across all Key Stages including the Foundation Stage Ability to review and develop the curriculum to meet the needs of all learners Ability to develop a wider curriculum in order to provide appropriate enrichment experiences Ability to lead, motivate and develop staff, promoting an environment of professional development and dialogue Ability to analyse and use school performance data effectively to inform the School Improvement Plan and the deployment of resources 	
Philosophy and Commitment	<ul style="list-style-type: none"> Commitment to safeguarding and promoting the welfare of children Commitment to aspirational educational standards for all pupils Commitment to all required regulatory and legislative aspects relevant to school life, including but not limited to, Health and Safety, data protection, Safeguarding and HR To uphold 'The Seven Principles of Public Life.' Selflessness; Integrity; Objectivity; Accountability; Openness; Honesty; Leadership 	
Personal Qualities	<ul style="list-style-type: none"> Approachability and accessibility Excellent communication and interpersonal skills Ability to build effective working relationships Ability to manage own workload and that of others to allow an appropriate work/life balance for all A commitment to proactively foster parental and carer engagement Sound strategic thinking and decision-making abilities, including taking difficult decisions 	

ACADEMICIS

How to apply:

If you wish to discover more about this exciting opportunity, need any further information or you would like to have an informal discussion, please contact our retained consultant at **Academicis: Neil Massie: nmassie@academicis.co.uk – 01223 907979/07818 875514.**

Please email your application to: **Neil Massie at nmassie@academicis.co.uk**

Closing date: **Noon, Monday 18th September 2023**

Shortlisting date: **Tuesday 19th September 2023**

Interview dates: **Monday 25th September and Tuesday 26th September 2023**



The Green, Ley Hill, Chesham
Buckinghamshire HP5 1YF

LEY HILL SCHOOL
ENJOYMENT ENGAGEMENT GROWTH