



# Icknield Primary School



## HEADTEACHER CANDIDATE PACK

Dear Candidate,

Thank you for your interest in becoming the next Headteacher of Icknield Primary School. As our current Headteacher moves to a new role after six successful years, we are seeking an exceptional leader to build upon our strong foundation and guide our school into its next chapter.

Icknield Primary is a thriving three-form entry school in Luton with complex educational needs, serving over 600 pupils from our diverse community. We are particularly proud of our specialist SEND provision for deaf pupils. Our ethos - **Believe, Achieve, Succeed** - drives our commitment to nurturing confident, motivated and resilient learners who develop into well-educated citizens.

Our recent 'Good' Ofsted rating in 2024, with noted potential for outstanding status, demonstrates our journey of continuous improvement. We are looking for a visionary leader with a proven track record in actively developing pedagogy and delivering outcomes through school improvement and academic excellence. They will be able to embrace and deal with complexity by offering innovative solutions and practices, while maintaining our inclusive, nurturing environment.

The successful candidate will inspire our committed staff team, foster strong relationships across our school community, and further develop our engaging curriculum that sparks curiosity and joy in learning, with a particular focus on reading and writing, and the development of our EYFS. They will champion both pupil achievement and staff development, with full support from our governing board for their own professional growth.

We warmly invite you to visit our school to experience firsthand what makes Icknield Primary special. To arrange a visit, please contact Alpha Parish on 07436 971517

**Key dates:** Closing date: Tuesday 25th March 2025 Shortlisting: 26th March 2025 Interviews: w/c 31st March 2025  
For more information, please visit [www.icknieldprimary.co.uk](http://www.icknieldprimary.co.uk).  
For an informal discussion, please contact Alpha Parish on 07436 971517

Thank you for considering this opportunity to join our school community. We look forward to receiving your application.

Yours sincerely,  
**Umair Ahmad, Chair of Governors, Icknield Primary School**



# About our School



Welcome to Icknield Primary School, where our motto is **Believe, Achieve, Succeed**, reflecting our dedication to ensuring that all children achieve their full potential in all that they do.

Situated in Luton, Bedfordshire, the school is easily accessible from all major transport links including Thameslink and motorway access from the M1. We are a thriving three-form entry school with complex educational needs where the children and staff thrive in a culture of care, co-operation and communication in Luton

Through excellent relationships between children and staff, our inclusive culture ensures that children, staff and members of our community know that being part of the Icknield Family supports them to achieve. High expectations of personal behaviour and learning behaviours from everyone at Icknield supports our children to excel.

Our outward looking staff are skilled at providing a stimulating environment that caters for children's social and learning needs, alongside a broad, balanced and expanded curriculum which offers the children great experiences to prepare them for a successful future.

Our school is proud of its strong connections with the local community, which enhances our pupils' learning experiences. Our close proximity to Icknield High School, further strengthens our educational links, allowing us to provide a seamless transition for our pupils as they progress to secondary education.

Recently, we have undertaken significant improvements to the school building, including a new library, playground equipment and remodelling our EYFS area. We are focused rigorously on school improvement, including addressing the complex special educational needs of children.

# About our School



The school offers many extra-curricular activities supported by staff and the local community; we have numerous clubs including boxing, yoga, nature club, gymnastics, drama, football, and art.

A fee-paying breakfast has proved to be popular with continuing demand for spaces and there are lots of activities to keep them busy including board games, drawing, crafting, etc.

Our Friends of Icknield Parent Teacher Association plays a vital role in our school community, organising events and activities that foster a sense of togetherness and strengthen the bond between home and school.

Icknield has a strong and full governing body with a wide range of skills. The team is dedicated to providing the school with the challenge and support needed to allow it to uphold the ethos, vision and values which the school embodies and continue to make it a better place for all children.

# Our new Headteacher



This is an exciting opportunity for the right applicant to join a school with enormous potential.

We are seeking an experienced and dynamic Headteacher who is committed to safeguarding, child protection and mental wellbeing for all.

Our new headteacher will have with a proven track record to inspire our dedicated staff and drive school improvement.

The school has strong foundations as a **'good'** school with the potential to be outstanding according to Ofsted.



*The governors are looking for someone who can:*

- Clearly articulate a vision for the school and set a strategic direction that inspires staff, pupils, and the wider community.
- Has the ability to motivate and energise others, prioritising the ongoing professional development and talent management of all staff (including their own).
- Is skilled at building strong, collaborative relationships beyond the school, working in partnership with other schools, external agencies, local organisations, and stakeholders to enhance opportunities for our pupils.
- Strengthen the distributed leadership across the school; classroom practitioners, middle leaders, and the SLT.
- Demonstrates a deep commitment to inclusivity, maintaining high aspirations and expectations for all members of the school community, ensuring everyone thrives.
- Remains clear-headed under pressure, consistently demonstrating sound judgement in the face of challenges, and making decisions that benefit the whole school.
- Is approachable, empathetic, and genuinely values each member of our school community, fostering a supportive environment where everyone feels heard and respected.

# Our new Headteacher



## *Our Children would like their new Headteacher to be...*

- Fun and friendly
- Kind and caring to all
- Believes in pupils and motivates them
- Listens to pupils and their views
- Celebrates achievements with pupils

## *Our Staff would like their new Headteacher to be someone who...*

- Wants the best for the school
- Is friendly and approachable
- Has high expectations of behaviour
- Is willing to delegate and trust us
- Has good communication skills, listens and allows us to share our views
- Will make necessary changes only after they have taken the time to see what works and what does not

## *Our Parents would like their new Headteacher to be someone who...*

- Recognises how to bring out the best in every child
- Champions achievements of children and staff
- Does not tolerate bullying and provides a safe environment for all children
- Understands change and provides an engaging curriculum that inspires children to learn
- Is proactive, confident and resilient
- Is inspiring, passionate, and creative

If you are passionate about leading positive change and making a lasting impact on the lives of our pupils, we would love to hear from you.



# Headteacher Job Description



## Introduction

Icknield Primary School is a vibrant and inclusive school committed to providing an outstanding education for all pupils. We are seeking an inspirational and dedicated Headteacher to lead our school into its next chapter, fostering a culture of excellence, innovation, and inclusivity.

The Headteacher must demonstrate consistently high standards of principled and professional conduct both within and outside school, upholding the Seven Principles of Public Life at all times.

## Key Responsibilities

### Strategic Leadership

- Provide clear vision and strategic direction, ensuring the school continues to grow and develop.
- Develop and implement the school's improvement plan (SIP) in collaboration with the governing body and staff.
  - Key priority areas for the SIP are improving writing, developing EYFS provision and enhancing the school's SEND offer.
- Ensure high-quality education by effectively managing teaching and learning.

### Teaching and Learning

- Promote a culture of high expectations for pupils and staff.
- Ensure a broad, balanced, and engaging curriculum that meets the needs of all learners.
- Monitor and evaluate the quality of teaching and learning, implementing improvement strategies where necessary.

### Staff Leadership and Development

- Lead, inspire, and develop a high-performing team of staff.
- Foster a collaborative working environment that supports professional development and staff well-being.
- Implement effective performance management systems.
- Safeguarding and Inclusion
- Ensure the safety and well-being of all pupils, adhering to safeguarding policies and procedures.
- Promote an inclusive environment where diversity is celebrated.
- Work closely with external agencies to support vulnerable pupils and families.

### Operational and Financial Management

- Manage the school's resources effectively, ensuring financial sustainability.
- Ensure compliance with statutory requirements and policies.
- Work closely with the governing body, providing clear and accurate reports.

### Safeguarding Statement

Icknield Primary School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The successful candidate will be required to undertake an enhanced DBS check.

### Salary and Reporting

- Salary: £68,586 - £93,400. For exceptional candidates, the Board may consider an uplift of no more than 25% beyond the normal range.
- Reports to: Governing Body

# Headteacher Person Specification



A – application | I – Interview

Essential Criteria	A/I
<b>Qualifications and Experience</b>	
• Qualified Teacher Status (QTS) and evidence of further professional development	A
• Significant experience in school leadership, ideally at Deputy Head or Headteacher level	A/I
• Proven track record of raising pupil achievement and school improvement	A/I
• Evidence of appropriate professional leadership and management development for the role of Headteacher	A
• Experience working collaboratively within a Local Authority or MAT team	A/I
<b>Knowledge and Skills</b>	
• Intellectual rigor: a deep understanding of pedagogy in primary education, curriculum design, and assessment	A/I
• Strong leadership skills with the ability to inspire and motivate staff and pupils	I
• Experience of implementing a strategic plan across the whole school, identifying priorities and evaluating the impact	A/I
• Knowledge and experience of working with children with SEND across the primary phase	A/I
• Effective written and oral communication skills, able to engage with staff, parents, governors, and the wider community	A/I
• Ability to review and analyse key data to develop evidence-informed strategies for school improvement	I
• Experience and understanding of strategic financial planning and budgetary management and resource allocation	A/I
• Understands and welcomes the role of effective governance, upholds their obligation to give account and accept responsibility	A/I
• Commitment to safeguarding and child protection, health and safety and welfare of children	A/I
• Knowledge and experience of being able to understand the needs of children with challenging behaviours and develop strategies to successfully manage this	A/I
• Successful track record of developing the performance of staff, championing CPD, talent management and providing development opportunities	A/I



# Headteacher Person Specification



A – application | I – Interview

Essential Criteria	A / I
<b>Personal Attributes</b>	
• Visionary leader with a commitment to delivering ambitious educational standards for all pupils through excellence, coupled with the ability and enthusiasm, to see every child fulfil their potential	A/I
• Appropriate motivation to work with and form appropriate relationships with children	A/I
• Proven record of inspiring, enabling and motivating others to succeed	A/I
• Resilient, adaptable, and able to handle complex challenges whilst dealing with ambiguity	A/I
• Visible, approachable, empathetic and enjoys engaging with children, staff, parents and the wider community	A/I
• People person who actively enjoys communication with the different stakeholders in the school community (including listening to and inspiring children, staff, parents and the wider community)	A/I
• Strong commitment to staff and pupil well-being	A/I
• Passionate about inclusion, diversity, and equal opportunities	A/I
<b>Desirable Criteria</b>	
• NPQH or equivalent leadership qualification	A
• Experience working in a diverse, multi-cultural setting	A/I
• Experience of working with specialist provision for Deaf students	A
• Experience of leading change effectively and successfully	A/I
• Experience of leading safeguarding in a school	A/I
• A deep interest in pedagogy and committed to developing their own knowledge and skills, and that of others	A/I



## How to Apply

If you would like to discover more about this exciting opportunity, need any further information or you wish to have an informal discussion, please contact our retained consultant at Academicis, Alpha Parish:  
**aparish@academicis.co.uk or 01223 907979 / 07436 971517**

**Closing date:** Tuesday 25th March 2025

**Shortlisting:** Wednesday 26th March 2025

**Interviews:** w/c 31st March 2025



Birdsfoot Lane,  
Luton  
LU3 2JB