

Walkwood Church of England Middle School

HEADTEACHER RECRUITMENT PACK

Safeguarding Statement

The Governing Body of Walkwood Church of England Middle School are committed to safeguarding and promoting the welfare of children and young people. Headteachers must ensure that the highest priority is given to following the Guidance and regulations to safeguard children and young people. The successful candidate will be required to undergo an enhanced check from the Disclosure and Barring Service (DBS). As part of the recruitment process, the candidates will agree to a social media screening check. This is to ascertain whether each candidate's online presence ensures their suitability for the role.

Headteacher

Walkwood Church of England Middle School are seeking to appoint a Headteacher.

School: Walkwood Church of England Middle School

Start Date: As soon as possible or January 2025 for the most suitable candidate

Salary: L21 - 27 £77,195 - £89,414

Contract: Full Time and Permanent

Job Expires: 29 April 2024

NQTs Considered: No

We are looking to employ a permanent Headteacher who is able to build on the achievements of the school as it progresses on the next exciting phase of its development. Are you the person for the job?

WE NEED SOMEONE SPECIAL WHO:

- has a passion for teaching and learning;
- sets high expectations for all;
- has a passion and is a strategic leader with a clear vision for future progress:
- is confident in implementing the new Ofsted framework;
- will inspire, motivate, challenge and support the pupils, staff, parents and wider community
- is passionately committed to helping all young people to achieve success and set their own high aspirations;
- has a clear vision of educational excellence, how to achieve it and the ability to make it happen;
- has excellent inter-personal, communication, analytical and organisational skills.





WE CAN OFFER YOU A SCHOOL WITH:

- Children who are happy and confident and have real pride in their school and their own achievements;
- Highly professional staff who are enthusiastic, innovative and dedicated to a shared vision to be the school of choice in the community;
- An active and supportive governing body which is committed to working with the Headteacher to continue the strategic development of the school, whilst acknowledging the significant pressure under which headteachers operate.
- As a church school we expect an understanding of the importance of Christian values while at the same time appreciating that these values can be shared by people of different faiths and those with none.

Please view our website at: www.walkwoodms.worcs.sch.uk for more information about the school, its achievements and the curriculum.

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be subject to an Enhanced DBS clearance.

We actively encourage visits to our school to see just how special our children are and to meet our team. Please arrange directly with the school office by calling 01527 543361.

Closing date: Monday 29 April 2024

Shortlisting: If you are shortlisted you will be contacted by telephone

Interviews: Wednesday 22 May 2024

It is essential that applicants use the Walkwood Church of England Middle School application form. We cannot accept CVs.

Letter from the Chair of Governors

Dear applicant,

Thank you for choosing Walkwood Church of England Middle School as a place that you would consider leading in the future. We are seeking someone with outstanding leadership capabilities who will be proactive, innovative and an inspirational school leader who is ready and able to build upon the progress our school has made.

Walkwood is an excellent school to be part of, where pupils are caring and cared for, focused and a pleasure to be with. We think our school is very special and want to maintain as well as develop its distinctiveness. Over the last few years, Walkwood has become an increasingly forward thinking and outward looking place of learning with its children at its heart. We are looking for someone who will continue this ethos and lead our school with determination and hope, 'going the extra mile' in terms of time and commitment to get the very best from our pupils and colleagues.

Redditch is a town where the three-tier system of first, middle and high schools has been strong. Three years ago, a small number of providers were given permission to implement age range change. This could have affected Walkwood adversely, but with a renewed vision, clarified values and a thoughtful but subtle rebranding, the school's reputation has returned to its former height. As the school logo demonstrates, we are 'Walkwood', we are a Church of England school and we are a middle school. The school had been noted as one of England's Top 100 Improving and Performing School (2016) and in 2017 was held within The Parliamentary Review as a school of excellence. Also in 2017, our SIAMS inspection report graded the school as 'outstanding', the first such designation for any inspection in the school's history. In June 2023, Ofsted judged the school to be 'good' in all areas. The school is currently in the process of joining The Spire Church of England Learning Trust.

We very much hope that from reading all the details, you would like to apply for the role, which we believe will offer a great opportunity for a school leader looking to have real impact. As a governing Body, we want to emphasise that despite previously successful Ofsted inspections, we have a continued desire to improve and look forward to seeing how the newly appointed headteacher will implement new ideas and practices that positively impact on the school community. Leading an already successful school has its own challenges and we welcome innovative thinkers who can lead the school forwards as we aim to be the best school we can be, working closely with the Governing Body to achieve this.

The Governing Body is seeking someone who can see past the tests and find the story behind every child. As a church school we expect an understanding of the importance of Christian values while at the same time appreciating that these values can be shared by people of different faiths and those with none.

We look forward to receiving and reading your application; but if you decide not to apply, we wish you every success with the next step in your career.

Mrs Jo Power

Chair of Governors

About our school

Walkwood Church of England Middle School is a large, middle school with approximately 660 children on roll. Our admission number is 168 per year group. We are currently in the process of joining The Spire Church of England Learning Trust. We can have as many 15 first schools that feed into our Year 5 while the majority of our pupils that leave in Year 8 will go to 3 main High Schools. We enable smooth transitions from first schools and to high schools. We were rated Good again by Ofsted last year and in March 2017 were rated Outstanding by SIAMs. Both reports are available on our school website.

"This school continues to be good"

"Leaders have created a curriculum that is ambitious for all pupils. Leaders want all pupils to 'Love to Learn, Learn to Live and Live to Love.' Leaders use these values as the basis for curriculum design."

"Pupils feel safe at school. They are taught how to keep themselves safe online and in the community. They are confident that if they have a problem there will be someone to talk to and they will always receive help."

"Teachers have strong subject knowledge and know the needs of their pupils well. They create purposeful learning environments for pupils. Teachers also us a range of routines to help pupils learn."

"Relationships between pupils and teachers are strong. Pupils enjoy their learning. They say that their teachers care about them and help them to do their best."

Ofsted, June 2023

"The inclusive vision of the school ensures that all children are supported in their personal well-being and academic achievement."

"Children are inspired by collective worship, with the result that messages from worship cause them to reflect on their lives and take action in support of those in need."

"The result of the outstanding leadership at Walkwood is that, in line with the school's motto, each member of the school community is challenged, encouraged and nurtured to 'Love to Learn, Learn to Live and Live to Love."

SIAMS, March 2017

Aims and Values of the school

At Walkwood Church of England Middle School we recognise that every child is special. We strive to provide a safe, caring learning environment, where mutual respect and tolerance are fostered to enable every child to achieve their full potential in all aspects of the curriculum. We allow each pupil to grow personally, socially and spiritually.

We encourage a spirit of respect for each other with our Fruits of Faith which are ten values that have their roots in Christian tradition. However, we believe that devotees of other faiths, or those who express no faith commitment, are able to agree upon the definitions and implementation of these values within a shared community. These fruits are used as part of worship and are also within lessons.

Our Fruits of Faith were developed as a Christian expression of the nature of the school, but also to define the characteristics of an interconnected community. These values are part of teachers' planning, as well as part of decision making by the Senior Leadership Team and Governors. We wish for our pupils to be aware of their role in the wider world, open their eyes to the diversity within it, celebrating the richness of human experience and the potential of divine expressions.

Children thrive in a nurturing environment where every child is valued as an individual. Through our connected curriculum our children are supported to become independent learners. These attributes of resourcefulness and resilience strengthen their ability to make good academic progress. In an atmosphere of mutual respect, they are encouraged to deepen their awareness and responsibility towards the wider community and the environment. This ethos underpins everything we do, and we are proud that our children leave us well equipped for their future lives.

Our pastoral care is always centred on the individual within the community, and is delivered through the shared language derived from our school's ten shared values – each one represented by a fruit on the tree of the school emblem.

The values we share as a school community embody the facets of human interaction within a mutually supportive society which we seek to promote. We believe these values are espoused by people of any mainstream British faith, and by individuals who do not hold a personal faith belief.

Job Description

Responsible to: The Governing Body, Walkwood Middle School Academy Trust, Local Authority and Diocese

Responsible for: All staff, volunteers and children within the school

General Duties and Responsibilities

To carry out the duties of the headteacher as set out in the current School Teachers' Pay & Conditions Document and aspire to fulfil the **National Headteacher Standards** (2020). These standards are built upon The Teaching Standards (2011) which apply to all teachers, including headteachers.

The appointment is subject to the current conditions of employment of headteachers, contained in the **School Teachers' Pay and Conditions** document and other current educational and employment legislation, including that of the Department for Education. In carrying out his/her duties, the headteacher shall consult, where appropriate, with the Trust, the Local Authority, the Diocese, the governing body, the staff of the school, its pupils and the parents of its pupils.

This job description may be amended at any time following consultation between the headteacher and Governing Body. This document should be reviewed regularly, in line with the National Standards of Excellence for Headteachers, changes to the STPCD and through appraisal procedures.

The Primary Purpose of the Job

The headteacher embodies and inspires the ethos and culture of the school, securing their vision with all the members of the school community. The headteacher establishes and ensures a safe and secure environment for learning and teaching that empowers both staff and children to achieve their highest individual potential whilst giving due regard to teaching, leadership and management needs of the school.

Quality of Education

To hold central responsibility for raising the quality of learning and teaching, and for pupil achievement.

This includes monitoring and evaluating the effectiveness of learning outcomes as well as setting high expectations.

A successful learning culture will enable pupils to become effective, enthusiastic, independent learners, committed to life-long learning. The headteacher will do this by:

- ensuring a consistent and continuous school-wide focus on pupil achievement, using data and benchmarks to monitor progress of every child's learning;
- ensuring a culture and ethos that challenges and supports, so that all pupils can make good progress, achieve success and take ownership of their own learning;
- demonstrating ambitious standards for all pupils;
- ensuring all learners receive appropriate challenge and support appropriate to their needs;
- ensure teaching is underpinned by subject expertise;
- establish curriculum leadership, including subject leaders with relevant expertise and access to professional networks and communities;
- challenging underperformance at all levels and ensure effective appropriate action and follow-up;
- establish creative, responsive and effective approaches to learning and teaching;
- determining, organising and implementing a diverse and flexible curriculum and ensuring a continuous effective assessment framework;
- ensuring that learning is at the centre of strategic planning and resource management;
- implementing strategies which secure high standards of behaviour and attendance within the ethos of a Church school;
- monitoring, evaluating and reviewing classroom practice and promote improvement strategies where necessary;
- effectively use formative assessment to inform strategy and decisions;
- leading by example, and teaching when and where required to do so;
- promote a culture and practices that enables all pupils to access the curriculum;
- have ambitious expectations for all pupils with SEN and disabilities;
- make sure the school works effectively with parents, carers and professionals to identify additional needs and provide support and adaptation where appropriate;
- make sure the school fulfils statutory duties regarding the SEMD Code of Practice;
- Taking a strategic role incorporating new and emerging technologies (which have proven benefit) to enhance and extend the learning experience of pupils.

Strategic Development

The headteacher will work with the Trust, the Senior Leadership Team, the Governing Body, staff, pupils and parents to create a shared vision and strategic plan, which inspires and motivates all. Vision is essential to ensure the future of the school. Within the school's Christian character, the headteacher will:

- create a coherent vision for the school and ensure it is clearly shared, understood and acted upon effectively within the school community;
- demonstrate the vision and values in everyday work and practice;
- promote and sustain school improvement;
- encourage creatively, innovation and the use of new technologies to achieve the highest standards possible;
- ensure that strategic planning encompasses all aspects of school life and takes account of the diversities that comprise the makeup of the school and wider community;
- motivate and work with others to create a shared culture and positive climate;
- lead and manage change effectively and efficiently ensuring that the school represents value for money;
- understand the new Ofsted framework
- work within the school community including the Diocese to translate the vision into agreed objectives and operational plans, which will promote and sustain school improvement;
- demonstrate the distinctive vision and values in everyday work and practice in order to develop a shared culture and positive climate;
- ensure creativity, innovation and contemporary educational thinking to achieve excellent;
- ensure that the strategic planning takes into account the diversity, values and experience of the school and community at large whilst maintain the distinctive caring ethos of the school;
- sustain wide, current knowledge of education and school systems, locally, nationally and globally and pursue continuous professional development.

Personal Development and the Development of Others

Effective headteachers manage themselves and their relationships with others well; building and supporting a professional learning community that helps others to achieve. Through performance management and continuing professional development (CPD), the headteacher will support staff to achieve high standards. To manage the complexity of a school environment, be committed to their own continuing professional development, including distinctive training and development as appropriate for Church school leadership.

- Always treat people fairly, equitably and with dignity and respect, to create and maintain a positive school culture.
- Build a collaborative learning culture within the school and actively engage with other schools to build effective learning communities.
- Instil a strong sense of accountability in staff for the impact of their work on pupils' outcomes.
- Develop and maintain effective strategies and procedures for staff induction, professional development and appraisal.
- Acknowledge the responsibilities and celebrate the achievement of individuals and teams.
- Ensure effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities.
- Develop and maintain a culture of high expectations for self and for others and take appropriate action when performance is unsatisfactory.
- Regularly review own practice, set personal targets and take responsibility for own personal development.
- Manage own workload and that of others to allow appropriate work/life balance.

Leadership and Management

The headteacher will lead by example, providing inspiring and purposeful leadership for staff and pupils. Within the school's Christian character, the headteacher will motivate all to:

- Follow the ethos and values, which underpin the school;
- Formulate the overall aims and objectives for the school;
- Create and implement a School Development Plan, underpinned by sound financial planning, which identifies priorities and targets to ensure pupils achieve high standards and make good progress, increase teacher effectiveness and secure school improvement;
- Ensure that all those involved in the school are committed to its aims and involved in meeting long, medium and short term objectives and targets, which secure the continued educational success of the school;
- In partnership with the Governing Body, set appropriate priorities for expenditure within a balanced budget and ensure efficient financial and administrative controls are maintained through regular monitoring;
- Ensure that policies and practices take account of rigorous benchmarking of comparative national, local and school data, including inspection and research findings and the outcomes of the school's own self review;
- Monitor and evaluate the performance of the school, making precise qualitative judgements and report to the Governing Body regularly;
- Monitor, evaluate and review the effects of the school's policies, priorities and targets and take action if necessary;
- Recruit, retain and deploy staff appropriately and manage their workload to achieve the visions and goals of the school;
- Establish rigorous, fair and transparent systems and measures for managing performance of all staff, addressing any underperformance, supporting staff to improve and valuing and sharing excellent practice.

Working with Governors and wider Stakeholders

The headteacher responsibility to the whole school community in carrying out their responsibility. They are accountable to a wide range of groups; pupils, parents, carers, Governors, The Diocesan, Local Authority. They are accountable for ensuring that pupils enjoy and benefit from a high-quality education, for promoting collective responsibility within the whole school community and for contributing to the educational service more widely. Headteachers are legally and contractually accountable to the Governing Body for the school, its environment and all its work.

- Fulfil commitments arising from contractual accountability to the Governing Body.
- Work with the Governing Body (providing written information, objective advice and support) to enable it to meet its responsibilities.
- Further develop the school ethos which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility outcomes.
- Ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation.
- Develop and present a coherent, understandable and accurate account of the school's performance to a range of audiences including Governors, parents and carers.
- Reflect on personal contribution to school achievements and take account of feedback from others.

Vision, Ethos and Community

Schools exist in a distinctive social context, which has a direct impact on what happens inside the school. The headteacher is committed to engaging with the internal and external school community to secure equity and entitlement. They will collaborate with other schools in order to share expertise and bring positive benefits to their own and other schools. They should work collaboratively at both strategic and operational levels with parents and carers and across multiple agencies for the well-being of all children. The headteacher shares responsibility for leadership of the wider educational system and should be aware that school improvement and community development are interdependent.

- To further continue and develop the school ethos, culture and curriculum which takes account of the richness and diversity of the school's communities, whilst maintaining the distinctive nature of the school;
- Ensure learning experiences for pupils are linked into and integrated with the wider community, including the Church community;
- Ensure a range of community-based learning experiences, building on links with the Church and the Diocese of Worcester;
- Create and maintain an effective partnership with parents and carers to support and improve pupils' achievement and personal development;
- Seek opportunities to invite parents and carers, community figures, businesses or other organisations into the school to enhance and enrich the school and its values within the wider community;
- Maintain and further develop effective links with particular first schools, and partner high schools;
- Contribute to the development of the education system by, for example, sharing effective practice, working in partnership with other schools and promoting innovative initiatives;
- Collaborate with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families;
- Co-operate and work with relevant agencies to protect children;
- Create and promote positive strategies for challenging racial and other prejudice and dealing with racial harassment;

Safeguarding Children and Safer Recruitment

Walkwood Church of England Middle School is committed to safeguarding and promoting the welfare of children and young people. The headteacher is expected to demonstrate this commitment to safeguarding and promoting the welfare of children and young people and is expected to hold all staff, volunteers and governors accountable for their contribution to safeguarding regulations. Specifically:

- To ensure any policies and procedures adopted by the Governing Body are fully implemented and followed by all staff;
- Sufficient resources and time are allocated to enable a designated person and other staff to discharge their responsibilities, including taking part in strategy discussions and other inter-agency meetings and contributing to the assessment of children;
- Ensure compliance with statutory "Keeping Children Safe in Education" requirements;
- Ensure compliance with Prevent duty guidance;
- All staff and volunteers feel able to raise concerns about poor or unsafe practice in regard to children and such concerns are addressed sensitively and effectively in a timely manner in accordance with agreed whistle-blowing practices.

	Е	D	Evidence
Qualifications			
QTS with degree level education or equivalent	•		А
Commitment to own continuing professional development in school leadership and management	•		А
National Professional Qualification for headteachers		•	Α
Skills and Experience			
Having been a successful Senior Leader in an education setting	•		ΑI
Evidence of professional development and relevant in-service training	•		А
Have high organisational skills appropriate to both the daily running and strategic development of the school	•		AIT
Experience of leading development, encouraging innovation and supporting others to this end	•		ΑI
Demonstrable ability to analyse pupil attainment and progression data, and to use this to improve standards of learning and teaching	•		AIT
Having held the position of headteacher in an education setting		•	ΑI
Headteacher / Deputy Headteacher experience in a Key Stage 2 and / or Key Stage 3 environment	•		А
Knowledge of the process of section 48 Inspection		•	ΑI
Effective communicator (to staff, parents, governors and pupils)	•		1
Experience as Designated or Deputy Designated Safeguarding Lead		•	ΑI
A highly effective teacher with proven consistent quality first teaching in the classroom	•		ΑI

	Е	D	Evidence
Strategic Direction and Development			
Ability to develop, communicate and implement a coherent and robust vision for the school in consultation with stakeholders	•		ΑΙ
Ability to guide, motivate, inspire and challenge others to achieve agreed aims	•		АІ
Experience of school self-evaluation, improvement, monitoring and planning	•		AIT
Governance, Accountability and Compliance			
Ability to work with the Governing Body and an understanding of its statutory duties	•		I
Commitment to being transparent and accountable to parents, governors, external bodies and the local community	•		I
Experience of financial planning and budget management		•	АІ

	Е	D	Evidence
Leadership and Management			
Ability to lead, inspire and develop the talents and abilities of staff	•		ΑI
Effective communication skills for a range of audiences	•		AIT
Evidence of making a key contribution to school improvement	•		ΑI
Ability to demonstrate innovative approaches to school improvement, leadership and governance		•	ΑI
Experience in the recruitment of staff	•		ΑI
Proven experience of managing people, including staff performance reviews and supporting ongoing professional	•		АΙ
development in a way which motivates and enables staff to carry out their roles to the highest standard			
Proven experience of developing and managing a range of systems and processes to support school improvement,	•		ΑI
including finance and data			
Excellent organisational skills and the ability to prioritise in order to maintain the smooth running of the school	•		I
whilst maintaining a focus on the long term vision			
Quality of Education			
A highly effective teacher with proven strong teaching in the classroom	•		ΑI
Experience of setting and achieving challenging goals for children of all abilities	•		ΑI
Experience of analysing pupil performance data to improve learning and teaching outcomes	•		AIT
Experience of delivering the 2014 National Curriculum and related assessment materials		•	ΑI
Ability to challenge underperformance in teaching outcomes and support improvements	•		I
Commitment to a curriculum that is balanced, creative which motivates the interests of all pupils	•		ΑI

	Е	D	Evidence
Safety and wellbeing of pupils			
Experience of and total commitment to safeguarding and protecting the welfare of pupils	•		AI
Ability to support an environment which encompasses all aspects of safety and well-being	•		ΑI
Working with the Wider Community			
Commitment and ability to work in partnerships with parents and the wider community	•		ΑI
Personal Qualities			
Passion in leadership, inspiring confidence and respect	•		ΑI
Evidence of clear values which place pupils at the heart of all decisions	•		ΑI
Excellent communication and interpersonal skills working with a range of audiences	•		ΑI
A positive, proactive mindset with the ability to deal with challenging circumstances and issues	•		AIT
To have high expectations of all children irrespective of starting points	•		ΑT
Confident to perform a high-profile role	•		I
Creative thinking and a problem solver	•		ΑI
Self-motivated, proactive and versatile with a high level of drive, enthusiasm and resilience	•		ΑI
Commitment to a curriculum that is creative and relevant to the interests and needs of all pupils, including their	•		АІ
well-being			
Commitment to maintaining a discriminatory and bullying free culture both within the whole school, pupils, staff	•		ΑI
and Governors			
Proven record of being transparent and accountable to parents, governors, relevant external bodies and the local		•	ΑI
community			
Has the resilience to meet the demands of the role	•		ΑI
Commitment to being present around the school	•		ΑI

	E	D	Evidence
Values, Ethos and Commitment			
A commitment to the Christian ethos and values of the school and its close link with the Parish Church. An understanding and sympathy with the Church of England, and with those of other faiths or none.	•		AIT
A commitment to the highest educational and personal achievement for every child	•		АΙ
An understanding of the headteacher's position as role model for both staff and pupils	•		ΑΙ
Commitment to inclusion and equal opportunities for all staff and pupils.	•		АΙ

Selection Process

Visits to the School

School visits are strongly encouraged. Please call 01527 543361 to arrange.

Applications

All applications must be made on the Walkwood Church of England Middle School application form. CVs will not be accepted.

Applications should be emailed to:

recruitment@walkwoodms.worcs.sch.uk by 9 am on Monday 29 April 2024.

Please note that ALL applications will be acknowledged. If you do not receive acknowledgement within two working days, please contact the school office.

Shortlisted candidates will be informed by Tuesday 7 May 2024.

Interviews

Interviews will take place on Wednesday 22 May only. Candidates will be expected to undertake appropriate exercises and tasks during the morning session and should they be successful, will then be invited to interview during the afternoon session.

Timescales

We would very much like the successful candidate to be in post as soon as possible, however, recognising that this may not be feasible for the correct candidate, the start date will be 1 January 2025.

Pay Scale

The pay scale for this post is: L21 - 27 £77,195 - £89,414 dependent on experience and qualifications.

Safeguarding

"Walkwood Church of England Middle School is an equal opportunities employer and we are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All applicants will be subject to a full Disclosure and Barring Service check before appointment is confirmed."

Contact Details

Walkwood Church of England Middle School
Feckenham Road
Redditch
Worcestershire
B97 5AQ

01527 543361

To request an application form, or to arrange a tour of the school please contact

Sue Hill PA to the Headteacher and SLT at recruitment@walkwoodms.worcs.sch.uk