



Christ Church

Church of England Primary School



Kielder Terrace • North Shields • Tyne & Wear • NE30 2AD

Tel: (0191) 200 6345 (School Office)

Email: christchurch.primary@northtyneside.gov.uk

Headteacher: Mrs Gill Taylor

Headteacher

Required for September 2019

ISR L12 – L18

NOR: 207

'Let your light shine'

The Governors are seeking to appoint a Headteacher for this welcoming Church of England primary school.

Your inspirational leadership will help the school to continue on its journey from good to outstanding.

The school is set within a historic Tyneside community with pupils who come from a variety of different backgrounds.

Our new Headteacher will:

- Be an outstanding primary practitioner with a track record of professional and inspirational leadership
- Be able to ensure high quality education by effectively managing teaching and learning
- Develop and articulate a clear vision and commitment to upholding and promoting Christian values
- Get the best out of the staff team
- Be committed to all pupils achieving their highest potential

We can offer you:

- Enthusiastic and eager pupils
- Good links with the church and local community
- A supportive environment for a leader with passion and drive to steer the school towards outstanding provision
- Ongoing professional development opportunities through links with the Diocese and Local Authority
- Strong partnerships with local schools
- A staff team who are forward looking and keen to develop the best opportunities for pupils



We warmly welcome, and encourage, prior to application a visit to our school. To arrange an appointment please contact the school office on (0191) 200 6345.

Christ Church C of E Primary School and the Diocese are committed to safeguarding and promoting the welfare of children and young people. As such an enhanced Disclosure and Barring Service (DBS) disclosure will be sought along with other relevant employment checks deemed appropriate.

Application packs can be downloaded from www.northeastjobs.org.uk. Alternatively call the application hotline on 0345 2000 101 or email: HR.recruitment&safeguarding@northtyneside.gov.uk

Closing date: Noon – 22 March 2019
Shortlisting: 27 March 2019
Interview dates: 24/25 April 2019



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Headteacher Application Information

1. Please find enclosed the following documents in your pack:

- Advert
- Application Information
- Letter from the Chair of Governors
- Person Specification
- Job Description
- Application form

2. Within the application pack, you will find an application form which you should complete and return to:

HR.Recruitment&Safeguarding@northtyneside.gov.uk. Please ensure that you address the requirements of the person specification when completing this.

3. In addition to the application form candidates are also required to separately address the following questions in no more than 250 words each and submit these with your application:

What does 'let your light shine' mean to you?

What is your greatest achievement?

4. The closing date for applications is 12 noon on Friday 22nd March 2019
5. Shortlisting will take place on Wednesday 27th March 2019, with interviews provisionally scheduled for Tuesday 24th and Wednesday 25th April 2019. If you are successfully shortlisted, the full details of process will be given to you when you are invited for interview.
6. Unfortunately, the School will be unable to pay any interview expenses.





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I would like to welcome you to Christ Church C of E Primary on behalf of the Governing Body of the school.

We are a friendly, one-form-entry school with nursery, where all staff know every child and support them to be the best they can – our motto is “Let Your Light Shine”. Pupil numbers have increased steadily over the last few years as parents seek out our school with its clear Christian ethos – a place where everyone is valued and respected.

The leadership and management team enables staff to explore methods of teaching which enhance children’s learning whilst ensuring that a rigorous framework of data collection and monitoring takes place. We offer a broad and enriching curriculum, which makes the most of our location and links with the wider community, through outdoor learning, exciting educational and sporting trips and invited visitors. We aim high and encourage everyone to reach their potential regardless of their starting point and to be proud of their achievements.

Ofsted and SIAMS both rated the school as Good in July 2017 and we strive to maintain and improve on these results. As a Voluntary Aided Church of England Primary School we have a majority of Foundation Governors and a distinctive and inclusive Religious Education Programme, very closely linked with the Newcastle Diocese and the Local Education Authority. Collective Worship includes taking the children to Christ Church once a week for assembly and on special days in the Christian calendar.

The committed Governing Body is pro-active in school with specific roles in monitoring areas of learning and wellbeing. Each Governor is assigned to a Year Group to accompany pupils on visits and attend assemblies where possible. Children are aware of their own personal targets in each subject and are therefore partners in the learning process. Staff meetings internally and with other school colleagues ensure that marking and monitoring are consistent.

Our well-loved highly-motivated Head Teacher, who has driven the school to its best potential for the last six years, is retiring. We are looking to appoint a new leader who can build on our strengths and take us forward with renewed vigour and enthusiasm whilst keeping the child at the heart of all we do.

We welcome your application for this Headship opportunity and look forward to your visit prior to interview to experience our unique and very special school.

Please visit our website at www.christchurchprimary.org.uk to see what we do.

Diane Leggett, Chair of Governors.

March 2019.





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Headteacher Person Specification

The essential requirements that are necessary to do this job are listed below. In your application, you should state clearly how your Knowledge, Skills and Experience meet these requirements, as the Panel will reach a decision on whether or not to short-list you based on the information you provide.

Factor	Essential	Desirable	Assessment means
Qualifications and Training	<ul style="list-style-type: none">Degree and recognised teaching qualificationCurrent Headteacher, Deputy Headteacher, Assistant Headteacher or equivalent role	<ul style="list-style-type: none">Evidence of appropriate Continuous Professional DevelopmentNPQH qualification	Application process Interview
Shaping the Future			
Factor	Essential	Desirable	Assessment means
Knowledge, skills and experience	Can demonstrate experience of: <ul style="list-style-type: none">Developing and implementing strategic plansBuilding, communicating and implementing a shared vision for further development of a distinctive and effective C of E schoolThe setting and achieving of challenging goals and targetsManaging the inclusion agenda on a whole school basis, including SEN and disadvantaged pupils	Knows about and has experience of: <ul style="list-style-type: none">Local national and global trends and their translation to the individual school setting	Application Process Interview

Leading teaching and learning

Factor	Essential	Desirable	Assessment means
Knowledge, skills and experience	<p>Can demonstrate use of strategies for raising achievement and achieving excellence</p> <ul style="list-style-type: none"> Secure knowledge of the principles of outstanding teaching and assessment for learning Curriculum design and management Monitoring and evaluating performance to inform school self evaluation Using data and benchmarks to secure improvements in every child's learning A commitment and ability to communicate Christian values and principles through all aspects of school life Experience of successfully leading whole school change 		Application process Interview

Developing Self and Working with Others

Factor	Essential	Desirable	Assessment means
Knowledge, skills and experience	<p>Knows about and has experience of:</p> <ul style="list-style-type: none"> The relationship between managing performance, CPD and sustained school improvement Holding teams to account Building high performing teams 	Knows about and has experience of: Dealing with HR issues	Application process Interview

Managing the School

Factor	Essential	Desirable	Assessment means
Knowledge, skills and experience	<p>Knows about or has experience of:</p> <ul style="list-style-type: none"> Performance management, Ofsted inspections, S.I.A.M.S and school self-evaluation 		Application process Interview

	<ul style="list-style-type: none"> Principles and strategies of school improvement <p>Knows about and has experience of:</p> <ul style="list-style-type: none"> Strategic financial planning, budgetary management and principles of best value Safeguarding policy and procedure 		
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Securing Accountability

Factor	Essential	Desirable	Assessment means
Knowledge, skills and experience	<p>Knows about or has experience of:</p> <ul style="list-style-type: none"> The use of a range of evidence including performance data, to support, monitor and improve aspects of school life, including challenging under performance The principles and practice of quality assurance systems, including school review, self evaluation and performance management Reporting to the Governing Body Stakeholder, including Diocese and community engagement in, and accountability for, the successes and celebration of the school's performance 		Application process Interview

Strengthening Community

Factor	Essential	Desirable	Assessment means
Knowledge, skills and experience	<p>Knows about and has experience of:</p> <ul style="list-style-type: none"> Effective team working within school, the local community and with external partners Strategies which encourage parents and carers to support their children's learning Working effectively and appropriately with the Governing Body to enable it to meet its responsibilities 	<p>Knows about and has experience of:</p> <ul style="list-style-type: none"> Current issues and future trends that impact on the school community 	Application form Interview
Factor	Essential	Desirable	Assessment means
Professional Qualities	Is able to:		Interview

	<ul style="list-style-type: none"> • Think strategically, make decisions and communicate effectively • Inspire, motivate and challenge the whole school community • Use coaching skills to support staff appropriately • Demonstrate personal enthusiasm for and commitment to the learning process • Prioritise, plan and organise themselves and others • Maintain and develop Christian character of the school • Think creatively to anticipate and solve problems • Experience of engaging in a dialogue which builds partnerships and community consensus • Demonstrate that they are emotionally intelligent 		
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Job Description

Post Title	Headteacher
Salary Range	L12 – L18
Responsible to	The Governing Body
Core Purpose	Subject to the Conditions of Employment for Headteachers (STPCD), to provide professional leadership and management for the school.

Pupils and Staff	<p>Ensure 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.</p> <p>Secure excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design.</p> <p>Create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.</p> <p>Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard</p> <p>Hold all staff to account for their professional conduct and practice.</p>
Systems and process	<p>Ensure that the school's systems, organisation and processes are well considered, efficient and fit for purpose</p> <p>Provide a safe, calm and well-ordered environment based on a strong Christian ethos for all pupils and staff, focused on safeguarding pupils and developing their exemplary behaviour in school and in the wider society.</p> <p>Establish rigorous, fair and transparent systems and measures for managing the performance of all staff, addressing any under-performance, supporting staff to improve and valuing excellent practice.</p> <p>Welcome strong governance and actively support the governing board to understand its role and deliver its functions effectively</p> <p>Exercise strategic, curriculum-led financial planning to ensure the equitable deployment of budgets and resources, in the best interests of pupils' achievements and the school's sustainability.</p>



	Distribute leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account for their decision making.
Securing accountability	<p>Understanding the specific requirements of the denominational inspection of schools</p> <p>Understanding and ensuring the school is compliant with the current Ofsted framework.</p>
Strengthening community	<p>Work collaboratively at both strategic and operational levels with parents, carers, external agencies and the church and wider community to ensure the well-being of all children and enhance their educational opportunities.</p> <p>Create and maintain effective partnerships with parents and carers to support and improve pupils' achievement and personal development</p> <p>Seek opportunities to invite parents, carers and other stakeholders into the school to enhance and enrich the school and its value to the wider community</p> <p>The ability to communicate Christian values and principles across the curriculum and through all aspects of school life</p>
Qualities and knowledge	<p>Hold and articulate clear values and moral purpose, focused on providing a world-class education for pupils.</p> <p>Demonstrate optimistic personal behaviour, positive relationships and attitudes towards their pupils and staff, and towards parents, governors, the church and members of the local community.</p> <p>Lead by example - with integrity, creativity, resilience, and clarity.</p> <p>Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development.</p> <p>Work with political and financial astuteness, within a clear set of principles centred on the school's vision, ably translating local and national policy into the school's context.</p> <p>Communicate compellingly the school's vision and drive the strategic leadership, empowering all pupils and staff to excel.</p>

Date

Signed Chair of governors

Signed Head teacher

The job description is current at the date shown, but after consultation with the governing body, may be changed to reflect or anticipate changes in the job commensurate with the grade and job title.

Whilst every effort has been made to detail the main duties and responsibilities of the post, each individual task and duty to be undertaken has not been identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified within this job description.