



Aldworth

Building bright futures

Aldworth School

Head of School Recruitment Pack





Building bright futures

Role - Head of School

Salary range - £73,398 - £80,950

Start date - 1 September 2021 - Autumn Term

Letter from the Chair

Dear Applicant

Thank you for the the interest you have expressed in our school.

Aldworth School has been on a journey since its first RI judgement in March 2017. We entered into a collaboration agreement with Court Moor School in January 2020, and have Paul Jenkins as the Executive Head over both schools. Now we are keen to appoint an outstanding professional, a Head of School who is motivated by the challenge to improve outcomes for our pupils.

Although our second requires improvement judgement is a disappointing outcome, our excellent pupils are deserving of an outstanding quality of education and the Governing Body is keen to ensure that is exactly what they get.

The Head of School we are looking for is an inspirational leader, who will work closely with the Executive Headteacher, and continue the rigorous school improvement work that has had an impact on Aldworth School. We are keen to recruit someone who has a clear vision for the school and its staff and pupils, and communicates it relentlessly. A leading professional who recognises good teaching is every pupil's right and is uncompromising when it comes to standards.

The future is very exciting - there are many possibilities and opportunities going forward. Governors are keen that Aldworth School is at the forefront of any innovative projects that ultimately our staff and pupils can only benefit from.

If you feel you are the person with the qualities and skills we are looking for, then we very much want to meet you. You are very welcome to visit us and details of how to arrange this are in the pack.

Yours sincerely

Maureen Bax
Chair of Governors

About our school

Our vision

Building bright futures - preparing all of our pupils for life beyond school

Our expectations for our pupils

- **Respect yourself and others**
- **Endeavour to do your best**
- **Achieve your full potential**

The School is located within a busy residential area of Basingstoke, approximately 3 miles from the town centre. There are several nearby retail parks, that have been significantly refurbished in recent years. Basingstoke itself has enjoyed huge investment in the last few years, enabling it to attract a number of large companies, and maintain very low unemployment figures.

Over the last three years the school has completed a £2.5million external refurbishment programme, upgrading two buildings to a very high standard.

Aldworth has built strong links with the Further Education establishments in the local area, and, in conjunction with Basingstoke College of Technology (BCOT), offers additional educational opportunities in Hair and Beauty and Construction.



Ofsted

Let's start by tackling the tough stuff first. Following an Ofsted inspection in June 2019, Aldworth School was rated as Requires Improvement for a second time.

The inspectors identified that leaders were appropriately focused and improvements in some subjects were already noticeable. Pupils were safe and felt cared for, and were also well prepared for their next steps in education. The curriculum was also recognised as broad and balanced, taking into account the needs of all pupils.

However, teaching quality is not consistently good, and planning was not strong enough. The rate of progress was not sufficiently rapid. Pupils with higher attainment and more disadvantaged were particularly identified. Maths was, and continues to be, an area of specific focus. Ofsted also noted the pace of change needed to be improved along with behaviour. Both of these issues (and many others) have been addressed now as Aldworth continues to grow and develop within its partnership with Court Moor into a school of choice for Basingstoke families.

For the School to improve, the rate of change, particularly for teaching and learning, needs to move faster. This includes the evaluation of impact of actions taken. School monitoring needs to be much more effective, and focused on progress from pupils' starting points. Pupil premium funding needs to be more focused and effective, to ensure better progress is achieved. Low level disruptive behaviour needs to be eradicated throughout the school.

School Finance

Savings have been made due to changes in some areas of staffing, coupled with a nearly full Year 7 joining us in September, the budget is in a healthy position.

Key Tasks for School Improvement

1. Improve teaching and learning variability and ensure consistency across subjects and year groups.
2. Drive strong inclusion to ensure all pupils are engaged, the achievement gap across pupil groups closes, and pupils make consistently good progress, including those with SEND and those disadvantaged.
3. Develop an engaging, exciting effective curriculum that enables successful transition.
4. Grow and develop leadership throughout the school, including governance, that can demonstrate clear impact on school improvement priorities.

Improve teaching and reduce remaining variability across subjects and year groups, by ensuring:

- All teachers, and not just some, recognise fully that their expectations and belief in what pupils can achieve have a direct impact on pupils' self-esteem and the rate of progress that they can achieve.
- Teachers focus fully on what they want pupils to learn and move identified pupils on when this has been achieved, rather than taking all pupils through planned tasks or activities for the sake of it.
- Teachers check pupils' learning carefully and often, in lessons and through marking and feedback, and identify activities that deepen pupils' learning so that they progress more rapidly and secure higher standards.
- All teachers reflect on different ways to check pupils' learning rather than purely relying on task completion as a means to gauge their progress.
- Teachers across all subjects take effective action to improve the presentation of pupils' work.
- Teachers continue to gain access to and learn from best practice within the school and other schools locally.



Our Curriculum

Our school is developing a broad, balanced and enriched curriculum for all our children, with the belief everyone is entitled to high levels of individual achievement and support. We aim to capture a desire to learn in all our pupils, and encourage them to be motivated and eager, develop a sense of independence and work through challenges in all aspects of the curriculum. We believe our curriculum should prepare our pupils for the next stage in their education or work place.



The role of Head of School

Job Description

Job Title: Head of School

Responsible to: The Governing Body of Aldworth School

Responsible for: The Head of School carries out duties in line with the conditions of employment as set out in the current School Teacher's Pay and Conditions document, with reference to the National Standards of Excellence for Headteachers (2019) and the role of the head of school.

The Head of School occupies an influential position as one of the lead professionals working alongside the headteacher, and must, therefore, be a significant role model within the community. The values and ambitions of these senior leadership positions together determine the ethos and achievements of the school, and as Head of School your role is to align, support and develop these achievements. Your leadership will have a decisive impact on the quality of teaching and students' achievements in the classroom. The governing body is looking to recruit an ambitious aspiring headteacher as the full time leader in the school, to work alongside the Executive Headteacher.

You will lead by example, demonstrating professional conduct and good practice to teachers, in a way that minimises unnecessary teacher workload, leaving time for high quality, continuous professional development for staff. You will help to secure a climate for exemplary behaviour from students. You will set standards and expectations for high academic standards within and beyond the school, recognising differences and respecting cultural diversity within the local area and Britain in general.

As Head of School of Aldworth School, you will work tirelessly with the Executive Head to identify weaknesses and overcome underperformance wherever it exists and you will ensure sustained improvement and highest achievement in all that you do.

Your core roles and responsibilities

- Operationally manage the school on a day to day basis
- Provide strategic and professional leadership and effective management of teaching and learning at Aldworth School

- Drive forward the school improvement plan and shape the vision for the future
- Develop pastoral structures and care
- Drive the school ethos and vision
- Support the Executive Head to recruit and retain the highest possible calibre of staff
- Monitor and raise standards of behaviour
- Support the Executive Head to ensure sound and effective financial and business management
- Work collaboratively with all stakeholders

Your key tasks

- Continue to secure the upward trajectory of the school, currently underway, with the aim of raising attainment, and improving pupil progress and achievement throughout the school
- Support the improvement in the quality of teaching, learning and assessment to raise achievement for all pupils, particularly the most able and disadvantaged
- Provide motivational and professional leadership and management to ensure school improvements are embedded and sustained
- Support management of behaviour and SEN on a strategic level
- Support and pursue a broad curriculum, ensuring opportunities for pupils' spiritual, moral, social and cultural development are maximised
- Enable all staff and pupils to achieve their full potential
- Communicate effectively, and continue to develop cohesive and productive partnerships within the school community

Person Specification

The application and selection process will illustrate and ascertain the extent to which candidates can demonstrate success in the characteristics within the National Standards of Excellence for Headteachers (2019) and our school specific criteria.

The successful candidate will be the one whom we consider best fits the following profile:

Qualifications and professional experience

- Qualified teacher status. NPQH (desirable)
- Successful proven experience as a Deputy Headteacher in the secondary sector
- Strong knowledge of the secondary curriculum with a proven record of rapid school improvement
- Evidence of continuing and relevant professional development as a school leader
- Experience of effective strategic leadership and management of staff, funding and resources

Qualities and knowledge

- Ambitious to hold a substantive Headship within a short timescale
- Holds and articulates clear values and moral purpose, focused on providing an outstanding education for pupils
- Demonstrates passion and determination to secure great teaching

- Has the ability to develop positive and productive relationships with pupils and staff, governors, parents, members of the local community and outside agencies
- Has presence, is approachable and visible within the school and can inspire confidence and trust
- Is an inspirational leader, able to lead and motivate by example - with integrity, creativity, resilience, calmness and clarity - drawing on their own expertise and skills, and those of others to drive school improvement
- Is a first rate communicator, able to communicate persuasively, clearly and confidently to share the school's vision, engage with all in the school community, and empower all pupils and staff to excel
- Promotes high expectations of achievement, attendance and behaviour

Pupils and staff

- Demands high standards for all pupils, overcoming disadvantage, advancing equality and celebrating success

Person Specification (continued)

- Ensures a strong sense of accountability in staff for the impact of their work on pupils' outcomes
- Secures excellent teaching through an analytical understanding of how pupils learn
- Establishes an educational culture of 'best practice' within the school, drawing on research and robust data analysis where relevant
- Creates an environment within which all staff are motivated, supported and challenged to develop their own skills and subject knowledge
- Identifies and encourages emerging talents of staff and pupils to promote excellence
- Demonstrates effective monitoring in respect of the professional conduct and practice of all staff

Systems and processes

- Ensures the school is managed efficiently and effectively on a day to day basis
- Ensures the school's systems, organisation and processes are well considered, efficient and fit for purpose and regularly re-evaluated
- Has good understanding of school budgets and can ensure resources are managed efficiently and effectively

- Provides a safe, calm and well ordered learning environment for all, focused on safeguarding pupils and encouraging exemplary behaviour in school and in the wider community
- Maintains rigorous, fair and transparent systems for managing the performance of all staff, addressing any under performance
- Welcomes strong governance and encourages the Governing Body to understand its role and deliver its functions effectively

The self improving school system

- Creates an outward facing school - in a climate of mutual challenge - to champion best practice and secure excellent achievements for all pupils
- Commits to shaping the quality of the staff in school through high quality teaching and sustained professional development for all
- Uses and models effective and innovative approaches to school improvement, leadership and governance



Equal opportunities statement

Aldworth School and Hampshire County Council recognise their responsibilities in the employment of staff in the school. In accordance with those responsibilities, they wish to ensure the fair and equal treatment of all staff, all those who are applicants to work in Aldworth School and those individuals who undertake to work on the school premises.

Safeguarding statement

Aldworth School and Hampshire County Council are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to DBS checks along with other relevant employment checks.

Application Process

Candidates should complete the application form and return it so that it is received no later than noon on Wednesday 28 April 2021.

Education Recruitment
Education Personnel services
3rd Floor
Hampshire House
84-98 Southampton Road
Eastleigh
SO50 5PA
Telephone 02380 383537/508
E-mail address: eps-recruitment@hants.gov.uk

You should provide a full statement in support of your application, which should not exceed two sides of A4 paper. Please do not restate the factual details already included elsewhere on the application form.

Selection Procedure

The shortlist will be drawn up on and the selection process will take place on Thursday 29 April 2021. Further details will be sent to those candidates called for interview.

Applicants will be advised within 3 working days after the shortlisting date whether they have been successful or not.

Failure to send your application form to the above address may invalidate your application.

Equality Monitoring

All applications will be required to complete an Equality Monitoring form.

Receipt of Application

Applications are acknowledged (by email whenever possible) within three working days of receipt. If you do not receive an acknowledgement within this time, please contact the Recruitment Team immediately on the number above.

Please be aware our normal office hours are 9:00am -5:00pm (4:30pm Friday). Please send your completed application electronically to eps-recruitment@hants.gov.uk.

Safer Recruitment

Aldworth School are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure & Barring checks along with other relevant employment checks.

Data Protection Act 1998 – You should be aware that the information you have provided will be stored on Hampshire County Council's secure database and will only be used to process your application. It will not be passed to any other organisation.



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