



MYRTLE PARK PRIMARY SCHOOL

Headteacher Candidate
Recruitment Pack



WELCOME FROM OUR CHAIR OF GOVERNORS



Position of Headteacher at Myrtle Park Primary School

Dear Applicant,

Thank you for your interest in the position of Headteacher at Myrtle Park Primary School. This is the critical role within our school and our Board look forward to filling it with an exceptional talent. Myrtle Park is a 1FE Primary School with a staff compliment of about 30-35 dedicated individuals. Our school is well established in our community with a reputation for delivering nurturing provision from nursery to year 6. Our SEMH provision is second-to-none and Governors are keen to build on this reputation. We are a Good school [Ofsted, 2019] situated in one of Bradford's least deprived wards [Bradford MDC, Ward Profile 2012]. Our school's challenges are varied and complex as you would expect from a well-established school, however, our school team is remarkable and our community is supportive. With your team behind you, no challenge is insurmountable. We have seen a lot of change in recent years which has produced a school waiting to start the next chapter of its remarkable journey and, to this end, our school needs a strategic leader who can help our Board not only deliver, but also develop our school's vision and values. This is an opportunity for a creative passionate leader to build something truly special within our community. Our school is in an excellent position to achieve an outstanding rating at our next Ofsted inspection though a new leader with our Board will have the opportunity to define and agree our goals for the next decade. Our Governing Body has committed to ensure that our new leader receives the support you need to succeed. You will find your new Governing Board is encouraging and challenging in equal measures and remains mindful of the wellbeing of our whole community, including you.

In thinking about our Board, our current Headteacher said

"As Headteacher, the relationship with the Chair of Governors, alongside the board is crucial in securing effective school development. I have been extremely fortunate to work with a committed, proactive Governing Board who support and challenge school in equal measure. The board has varied specialist expertise which is utilised strategically. Wellbeing is a priority alongside ensuring Myrtle Park children receive the best school can offer." - Mrs Sarah Huby May 2022

As our new Headteacher you will not only lead our school. This is a singular opportunity to define our school's personality, realise its potential, and leverage the outstanding capabilities surrounding you to achieve the very best start in life for our children. We look forward to welcoming you on a visit to see for yourself what a remarkable school we are and to help you see the potential waiting for your leadership.

Lee Robertshaw Chair of the Governing Board



SCHOOL DATA

Pupils currently enrolled (Nursery – Y6)	232	%
EAL	13	5.60%
Non EAL	219	194.40%
Pupil Premium / Disadvantaged	36	15.52%
SEN	23	9.91%
EHCP	3	1.29%



LOCATION



Bingley is a small market town in the Aire Valley, just north of Bradford in West Yorkshire's Bronte Country. Local gems include the beautiful Myrtle Park which plays host to the Bingley Music Live summer music festival and Beckfoot, a secluded hamlet featuring quaint cottages and an original packhorse bridge. Local travel links include Bingley railway station in the town centre with regular services to Leeds and Bradford as well as the Yorkshire Dales. And Leeds Bradford International Airport, which is located less than 10 miles away.

Bingley has a good range of local independent shops, bars and restaurants centered around the Main Street in the town centre as well as the 5 Rise Shopping Centre which is home to a number of banks and well known high-street favourites. It is a lovely place to live, easily accessible to Bradford and Leeds but also with the wild beauty of Bronte Country on our doorstep.

One of the most famous landmarks in town is the Five Rise Locks on the Leeds and Liverpool Canal. Only a ten minute walk from the town centre, this staircase lock is known as one of the 'seven wonders of the waterways'.

The St Ives Estate is a wonderful country park with woodlands, open moor, a wildflower meadow, and paths throughout; it's great for cobweb-blowing Sunday morning walks or runs! Whilst the Adventure Playground is a fantastic feature for children, the Coppice Pond offers opportunities for fishing and a chance to feed the ducks.

The thriving Bingley Little Theatre is both a venue and a major amateur group. Dating back to 1947, the theatre stages eight productions a year. This is in addition to providing a varied programme of themed parties and social events across the year.



ADVERT

Contract Term: Permanent
Salary: L14 - L20 £58,135 - £67,364
Job Starts: January 2023
Closing Date: 12 noon, Friday 1 July 2022
Selection Interviews: Monday 18 & Tuesday 19 July 2022
School Tours: Friday 17 June / Monday 20 June

The Governing Body of Myrtle Park Primary School is seeking to appoint a new Headteacher. This is an exciting opportunity for a Headteacher to work with an experienced governing body and develop a strong strategic vision and direction for the school.

Myrtle Park Primary School is a one-form entry foundation school based in Bingley and provides a high quality education to 213 children between the ages of three and eleven.

We recognise that a child's education is a partnership between school and home and we work extremely closely with parents to ensure that all children are able reach their full potential.

We are looking for a innovative and visionary leader who:

- can recognise and rise to the challenges of leading a small school
- can develop a strong strategic vision and direction, focused on improving educational outcomes for all and delivering a high quality education for the pupils of Myrtle Park Primary School underpinned by the creation of a strong senior and middle leadership structure
- welcomes, embraces and promotes new initiatives
- further develop the Treehouse nurture provision
- can lead the school in a supportive but strong and effective way
- has the ability to inspire and motivate both staff and pupils
- promotes inclusion and personalised learning
- has excellent communication and interpersonal skill

Prospective candidates are encouraged to visit our school on Friday 17 June 2022 between 10.00am and 15.00pm or on Monday 20 June 2022 between 10.00am and 15.00pm. Visits can be arranged by contacting the school office on tel:01274564681.

Interested candidates are also encouraged to look online at our website to find out more about our school: www.myrtleparkprimary.org

- Closing date: 12 noon onFriday 1 July 2022
- Shortlisting: Monday 4 July 2022
- Interviews: Monday 18th July 2022 & Tuesday 19th July 2022

To download the job details and apply online, please visit www.prospectsonline.co.uk

We are committed to safeguarding and promoting the welfare of children.All posts are subject to an enhanced DBS check.Proof of eligibility to live and work in the UK will be required.
Please note: CVs are not accepted for this post.

HEADTEACHER JOB DESCRIPTION

SALARY: L14 - L20
HOURS: FULL TIME
CONTRACT TYPE: PERMANENT
REPORTS TO: CHAIR OF GOVERNING BOARD
RESPONSIBLE FOR: SLT AND ALL STAFF AND PUPILS IN SCHOOL



Main Purpose

The Headteacher will:

- Establish and sustain the school's ethos and strategic direction together with the governing board and through consultation with the school community
- Establish and oversee systems, processes and policies so the school can operate effectively
- Identify problems and barriers to school effectiveness, and develop strategies for school improvement that are realistic, timely and suited to the school's context
- Make sure these school improvement strategies are effectively implemented
- Monitor progress towards achieving the school's aims and objectives
- Allocate financial resources appropriately, efficiently and effectively
- Develop a strong strategic vision and direction, focused on improving educational outcomes for all and delivering a high quality education for the pupils of Myrtle Park Primary School underpinned by a strong senior and middle leadership structure.

Please Note: This is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the headteacher will carry out.
The post-holder may be required to do other duties appropriate to the level of the role.

HEADTEACHER JOB DESCRIPTION



Qualities

The Headteacher will:

- Uphold public trust in school leadership and maintain high standards of ethics, behaviour and professional conduct
- Build positive and respectful relationships across the school community
- Serve in the best interests of the school's pupils

Teaching, Curriculum and Assessment

The Headteacher will:

- Establish and sustain high-quality teaching across all subjects and phases, based on evidence
- Ensure teaching is underpinned by subject expertise
- Effectively use formative assessment to inform strategy and decisions
- Ensure the teaching of a broad, structured and coherent curriculum
- Establish curriculum leadership, including subject leaders with relevant expertise and access to professional networks and communities
- Use valid, reliable and proportionate approaches to assessing pupils' knowledge and understanding of the curriculum
- Ensure the use of evidence-informed approaches to reading so that all pupils are taught to read

Additional and Special Educational Needs (SEN) and Disabilities

The Headteacher will:

- 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 SEND Code of Practice.

Managing the School

The Headteacher will:

- Ensure staff and pupils' safety and welfare through effective approaches to safeguarding, as part of duty of care
- Manage staff well with due attention to workload
- Ensure rigorous approaches to identifying, managing and mitigating risk

HEADTEACHER JOB DESCRIPTION



Governance, Accountability and Working in Partnership

The Headteacher will:

- Understand and welcome the role of effective governance, including accepting responsibility
- Ensure that staff understand their professional responsibilities and are held to account
- Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties
- Work successfully with other schools and organisations
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils
- Develop a strong strategic vision and direction, focused on improving educational outcomes for all and delivering a high quality education for the pupils of Myrtle Park Primary School.
- Develop a strong Senior and middle Leadership team.

Other Areas of Responsibility

The Headteacher will:

- Further develop the School's Treehouse Provision.

School Culture and Behaviour

The Headteacher will:

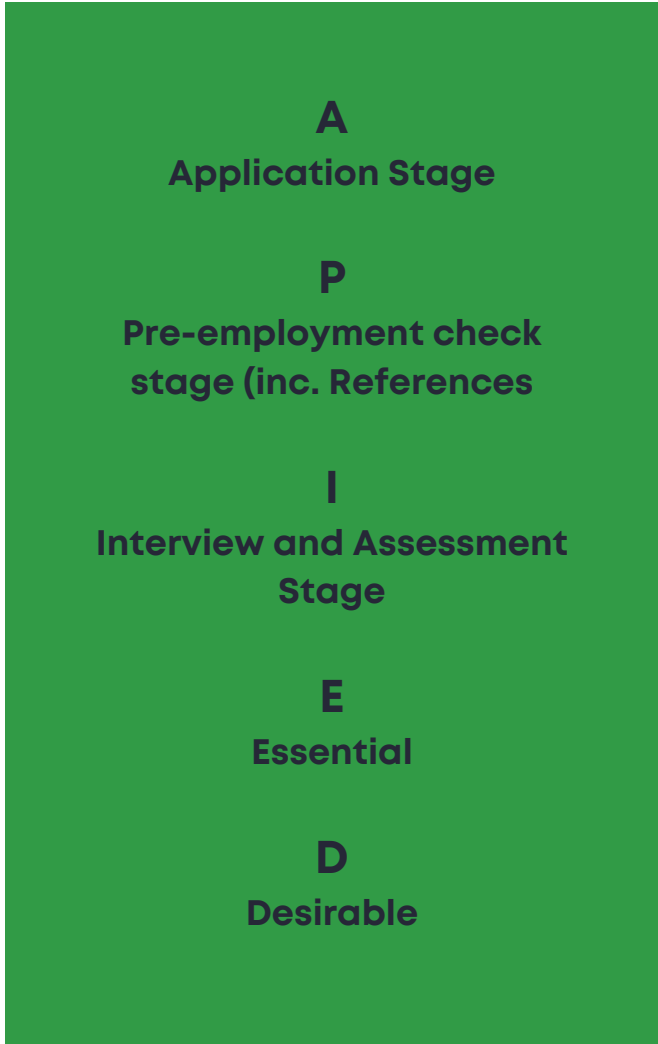
- Create a culture where pupils experience a positive and enriching school life
- Uphold educational standards in order to prepare pupils from all backgrounds for their next phase of education and life
- Ensure a culture of staff professionalism
- Encourage high standards of behaviour from pupils, built on rules and routines that are understood by staff and pupils and clearly demonstrated by all adults in school
- Use consistent and fair approaches to managing behaviour, in line with the school's behaviour policy

Professional Development

The Headteacher will:

- Ensure staff have access to appropriate, high standard professional development opportunities
- Keep up to date with developments in education
- Seek training and continuing professional development to meet needs

HEADTEACHER PERSON SPECIFICATION



Qualifications and Training

- Qualified Teacher Status (QTS)E A P
- Degree level QualificationE A P
- National Professional Qualification for Headship (NPQH)D A P

Skills and Knowledge

- Able to assess quality of teaching based on evidence and effectively feedback findings to support others practiceE A P I
- Able to model high-quality teaching for others and support others to improveE A P I
- Able to effectively analyse dataE A P I
- Able to use data to set targets and identify weaknessesE A P I
- Understanding of the principles of school financial managementE A I
- Able to effectively communicate with and listen to a wide range of audiencesE A I
- Able to communicate a vision to a wide range of audiences and inspire othersE A I
- Able to build and maintain effective working relationshipsE A P I

Experience

- Successful leadership and management experience in a schoolE A P I
- Teaching experienceE A P I
- Personal involvement in school self-evaluation and development planningE A I
- Personal experience of line management and staff developmentE A I

Personal Qualities

- Committed to achieving the best outcomes for all pupilsE A I
- Committed to promoting the ethos and values of Myrtle Park Primary SchoolE A I
- Able to work effectively under pressure (E) A I E A I
- Able to prioritise work and demands effectively(E) A I E A I
- Able to delegate duties across the wider leadership team effectively (E) A I E A I
- Committed to maintaining confidentiality and protecting data at all times (E) A I E A I
- Committed to safeguarding (E) A I E A I
- Committed to equality, diversity and inclusion (E) A I E A I
- Commitment to uphold the 7 principles of public life at all times (E) A I E A I



EQUAL OPPORTUNITIES INFORMATION

EQUALITY

Myrtle Primary School welcomes pupils and staff from a wide range of backgrounds. We believe that their different cultures, talents and life experiences bring richness and vibrancy to school life and help to create an environment that supports us all in learning from each other.

We take seriously our duties to eliminate discrimination, promote equality of opportunity and foster good relations between people of all backgrounds. This duty is set out in the Equality Act of 2010, which covers sex, race, disability, religion or belief, sexual orientation, gender reassignment and pregnancy or maternity.

DISABLED APPLICANTS

Disabled applicants are guaranteed an interview if they meet the essential requirements of the Personnel Specification. As an equal rights employer our school is committed to make any necessary reasonable adjustments to the selection process, the job role and the working environment that would enable access to employment opportunities for disabled people. Where a disabled applicant is being assessed the selection panel's decisions will be based on an assessment of that person's expected capabilities once reasonable adjustments have been made.



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