

A large green rectangular sign with white text and a green leaf logo on the right. Above the sign is a smaller circular logo with a red and green design and the text 'Ashlands Primary School' and 'Ilkley'. The sign is set against a background of trees and a building.

# Ashlands Primary School and Nursery



## Headteacher Candidate Information Pack

# Welcome to Ashlands Primary School

*'Where every child has the chance to shine'*

Dear Applicant

Thank you for your interest in the post of Headteacher at Ashlands Primary School. I hope you will find the information in this pack useful and that it inspires you to apply for this exciting position in our school.

This vacancy has arisen as our current Headteacher is retiring at the end of the current school year after 9 years of excellent service. Ashlands Primary School has an outstanding rating from Ofsted and is a two-form entry maintained school. We are proud to be an inclusive school where we work together to challenge, inspire and motivate all our children to become successful, caring, and confident. The school promotes a culture where pupils are happy, believe that they can succeed, take responsibility for their learning, and develop as independent learners. It has a before and after school care club and nursery provision and works in partnership with other local primary schools through the Two Valleys Learning Consortium (2VLC). The school currently feeds into a number of large secondary schools in surrounding towns, and is involved with many areas of the town community.

The school is located in Ilkley which is a picturesque spa town situated in the Wharfe Valley at the southern end of the Yorkshire Dales. It has over 14,000 residents and has easy accessible road and great rail links to Leeds and Bradford.

There are excellent restaurants and independent shops all set in Victorian architecture, as well as one of the UK's remaining Lido's. Ilkley is famous for its moor and there is fantastic countryside for walks and cycling right on the doorstep. The town hosts a number of events through the year such as the Ilkley Literature Festival, Ilkley Summer Festival, Ilkley Half Marathon, and real food Ilkley markets.

We are looking for an outstanding individual who can lead the continued progress of the school in a inspired and innovative way. We are ambitious for our pupils' educational achievement and all-round development.

As Headteacher, you will be working with a strong leadership team as well as talented and enthusiastic teachers and support staff, who are all focused improving the school and on doing the best by our children.

We look forward to receiving your application.

Kind regards

Paul Smith

Chair of Governors



## About our School.

Ashlands is a two form entry community primary school set in the heart of Ilkley. Established in 1952, we have been serving families of Ilkley for more than 70 years.

We were rated an outstanding school in our last OFSTED inspection, in 2010, and aim to keep this rating : <https://reports.ofsted.gov.uk/provider/21/107277>

Key Statistics:

**Capacity** max 490 pupils

**Age range:** 3—11

**FSM** 8.2%

**SEN** 9.8%

**EHCP** 2.4%

**PP** 10.1%



## Nursery

Our Nursery provides high quality education and care for children from the age of 3, offering 30 hours provision.

## After School Club

We have a Before and After School Club, Saplings, operating from 7.30am and until 5.30pm, offering wraparound for our busy parents.

## Holiday Club

In September 2021 we opened a Holiday Club offering 50 week provision during the school holiday to children in the local area.

In December 2021 we ran our first HAF club and have just have successfully secured funding to run this for the next three years.

## SEND

We have high expectations of all our children and are committed to enabling every pupil to reach their potential by removing barriers to learning or participation and making reasonable adjustments where necessary.

We support children in a manner that acknowledges their entitlement to share the same learning experiences that their peers enjoy.

We understand that children have different educational and behavioural needs and aspirations



and therefore require different strategies for learning, different teaching approaches and experiences.

Wherever possible, we support children in the classroom situation but there are times when, to maximise learning we ask the children to work in small groups or in a one-to-one situation outside the classroom.

We believe that early identification is key and we liaise closely with parents/carers, pre-school providers and medical practitioners.

## Place2Be

In February we appointed a Mental Health Practitioner, working in school providing emotional and therapeutic support for children, parents and staff.

### At Ashlands we:

- Organise what we do in school around the needs of our school and local community.
- Focus our provision on the education of the whole child: academic, spiritual, emotional, cultural and physical.
- Are passionate about providing the children with a broad and balanced curriculum, which is rich and meaningful.
- Are committed to developing young learners who will leave us in Year 6 ready to go onto their next step of learning, feeling positive about themselves and well equipped to reach their full potential.
- Have high expectations of all children and motivate them to persevere and produce work of high quality, fostering creativity, initiative, independence and problem solving skills.
- Strive to ensure that our children are fully equipped to become active and positive members of the wider community.
- Have developed our own bespoke Integrated Curriculum meaning that children's learning is theme-based and cross curricular; we aspire for our curriculum to be inspiring, creative and innovative.
- Plan our themes to include relevant links to many subjects and where this is not possible subjects, such as P.S.H.E and R.E are taught discreetly.



- Believe in the value of a wide range of experiences and within the school year we plan Focus Weeks where the children deepen their understanding of specific areas of the curriculum.
- Offer extra-curricular opportunities across a wide range of clubs and activities, including multi-sports, coding, French and cross country. Children are encouraged to follow their interests, to 'seize the chance to shine' and participate in extra-curricular activities, whatever their ability. Children regularly represent the school in competitions and we are proud of our strong reputation for producing successful teams in local events.
- Provide opportunities for children to develop their musical skills through peripatetic tuition and various clubs, including the school choir and 'Razzamatazz' – our thriving orchestra.
- Keep parents involved and informed through 'Celebration Assemblies' ; 'Share and Celebrate' sessions; where parents are welcomed into school to see first-hand their children's work and half termly Curriculum newsletters. Our classrooms and corridors are a colourful and informative reflection of our high standard of teaching and learning.
- Plan educational visits, including a residential in Year 6.
- As part of our curriculum provision, we provide the children with outdoor Forest School activities and in Key Stage 2 all the children now have the opportunity to learn a musical instrument.
- We recognise the children's individual achievements are recognised through our House Point system and weekly assemblies in which we share successes in learning and personal development.





**Position:** Headteacher

**Job Type:** Permanent, Full Year Round

**Commencement:** September 2022

**Salary:** L16-L22 (£61,166 to £70,745 pa fte)

Due to the retirement of the current Headteacher after nine years of dedicated service to our school, the Governors of Ashlands Primary School seek to appoint a new Headteacher who will lead our school in the next stage of its development.

**We want a new Headteacher that will...**

- Be an inspirational, motivational compassionate leader who has the ability to instigate change and the capacity to take the school to its next stage of development
- Will be ambitious for the school, creating an exciting and challenging learning culture through high expectations and goals
- Have proven outstanding leadership, business and financial management skills
- Have highly effective interpersonal and organisational skills
- Be someone who has the enthusiasm and would relish the opportunity to celebrate, nurture and develop the distinctive nature of our school.
- Have a clear vision and strategy for keeping up with developments and good practice in education
- Be outward looking and innovative with a strong desire to promote Ashlands in the local and wider community
- Have a vision for taking the school forward, committed to maintain and extend the community and inclusive feel of Ashlands
- Be committed to helping our children flourish and achieve their full potential through an exciting, broad and balanced curriculum

**We can offer...**

- A well-resourced and welcoming school in extensive grounds with fantastic facilities.
- An experienced, knowledgeable and supportive leadership team who are dedicated to our school and our children
- A dedicated, talented and enthusiastic staff team
- Enthusiastic, engaged, resilient and confident children
- An active Governing Body who are knowledgeable and will support you in your journey
- A commitment to your own continuing professional development
- The opportunity for you to continue to drive our school forward





Please note that the following job description is based upon the Headteachers' Standards 2020. This is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of the tasks that a Headteacher will carry out. The post holder may be required to do other duties appropriate to the level of the role.

The Headteacher will enhance and sustain the school's ethos and strategic direction together with the Governing Body and through consultation with the wider Ashlands Primary School community. The post-holder, working alongside the Governing Body, will formulate the aims and objectives of Ashlands Primary School, provide overall strategic leadership, establish policies for achieving these aims and objectives, manage staff and resources and monitor progress towards the achievement of the school's aims and objectives.

The Headteacher will lead by example and model best practice regarding professional conduct, workload and personal development, and will be a role model for all in our community. Headteachers are expected to demonstrate consistently high standards of principled and professional conduct. They are expected to meet the Headteachers' standards and be responsible for providing the conditions in which teachers can fulfil them.

### School Culture

The headteacher will:

- establish and sustain the school's ethos and strategic direction in partnership with those responsible for governance and through consultation with the school community
- create a culture where pupils experience a positive and enriching school life
- uphold ambitious educational standards which prepare pupils from all backgrounds for their next phase of education and life
- promote positive and respectful relationships across the school community and a safe, orderly and inclusive environment
- ensure a culture of high staff professionalism

### Teaching

The headteacher will:

- establish and sustain high-quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how pupils learn
- ensure teaching is underpinned by high levels of subject expertise and approaches which respect the distinct nature of subject disciplines or specialist domains
- ensure effective use is made of formative assessment

### Working in Partnership

The headteacher will:

- forge constructive relationships beyond the school, working in partnership with parents, carers and the local community
- commit their school to work successfully with other schools and organisations in a climate of mutual challenge and support
- establish and maintain working relationships with fellow professionals and colleagues across other public services to improve educational outcomes for all pupils

### Curriculum and Assessment

The headteacher will:

- ensure a broad, structured and coherent curriculum entitlement which sets out the knowledge, skills and values that will be taught
- establish effective curricular leadership, developing subject leaders with high levels of relevant expertise with access to professional networks and communities
- ensure that all pupils are taught to read through the provision of evidence-informed approaches to reading, particularly the use of systematic synthetic phonics in schools that teach early reading
- ensure valid, reliable and proportionate approaches are used when assessing pupils' knowledge and understanding of the curriculum

### Behaviour

The headteacher will:

- establish and sustain high expectations of behaviour for all pupils, built upon relationships, rules and routines, which are understood clearly by all staff and pupils
- ensure high standards of pupil behaviour and courteous conduct in accordance with the school's behaviour policy
- implement consistent, fair and respectful approaches to managing behaviour
- ensure that adults within the school model and teach the behaviour of a good citizen

### Additional and Special Educational Needs (SEN) & Disabilities

The headteacher will:

- ensure the school holds ambitious expectations for all pupils with additional and special educational needs and disabilities
- establish and sustain culture and practices that enable pupils to access the curriculum and learn effectively
- ensure the school works effectively in partnership with parents, carers and professionals, to identify the additional needs and special educational needs and disabilities of pupils, providing support and adaptation where appropriate
- ensure the school fulfils its statutory duties with regard to the SEND code of practice

### Governance and Accountability

The headteacher will:

- understand and welcome the role of effective governance, upholding their obligation to give account and accept responsibility
- establish and sustain professional working relationship with those responsible for governance
- ensure that staff know and 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
- 

### Professional Development

The headteacher will:

- ensure staff have access to high-quality, sustained professional development opportunities, aligned to balance the priorities of whole-school improvement, team and individual needs
- prioritise the professional development of staff, ensuring effective planning, delivery and evaluation which is consistent with the approaches laid out in the standard for teachers' professional development
- ensure that professional development opportunities draw on expert provision from beyond the school, as well as within it, including nationally recognised career and professional frameworks and programmes to build capacity and support succession planning

### Organisational Management

The headteacher will:

- ensure the protection and safety of pupils and staff through effective approaches to safeguarding [footnote 11], as part of the duty of care
- prioritise and allocate financial resources appropriately, ensuring efficiency, effectiveness and probity in the use of public funds
- ensure staff are deployed and managed well with due attention paid to workload
- establish and oversee systems, processes and policies that enable the school to operate effectively and efficiently
- ensure rigorous approaches to identifying, managing and mitigating risk

### Continuous School Improvement

The headteacher will:

- make use of effective and proportional processes of evaluation to identify and analyse complex or persistent problems and barriers which limit school effectiveness, and identify priority areas for improvement
- develop appropriate evidence-informed strategies for improvement as part of well-targeted plans which are realistic, timely, appropriately sequenced and suited to the school's context
- ensure careful and effective implementation of improvement strategies, which lead to sustained school improvement over time



## Person Specification

The candidate will...

### Key:

**E** Essential

**D** Desirable

**A** Tested at Application Stage

**I** Tested at Interview and Assessment stage

**C** Tested at pre-employment check

Be able to evidence holding Qualified Teacher Status (QTS)	E	A,C
Be able to evidence holding a Degree level qualification	E	A,C
Have previously held a senior leadership position (Headteacher, Deputy Headteacher or Assistant Headteacher) in a school for a minimum of 2 years	E	A,C
Have previously held a teaching position for a minimum of 5 years	E	A
Have undertaken regular and continuous professional development relevant to the role and education setting	E	A,C
Be able to communicate effectively (verbal, non-verbal) with a wide range of stakeholders and audiences	E	A,I,C
Be able to model high-quality teaching, assess the quality of teaching and provide constructive, effective feedback to support other people's practice	E	A,I,C
Have personal experience of managing a busy, varied workload with conflicting demands	E	I,C
Have previously undertaken; or be willing to undertake; the National Professional Qualification for Headship (NPQH)	D	A,I,C
Be prepared to take on the role of Safeguarding lead within school, undertaking any required training.	E	A,I,C
Be able to evidence previous proven safeguarding experience.	D	A,I,C
Have been personally involved in the production of school self-evaluation and other similar development planning activities for an education setting	D	A,I,C
Have been personally involved in the design, delivery and assessment of a programme of CPD to support the career progression of others	D	A,I,C
Have been personally involved in budget design and financial planning for an education establishment	D	A,I,C
Have been responsible for the delegation of duties to other parties; monitoring progress to ensure the successful achievement of a shared target or goal	D	A,I,C
Have personally interrogated data to inform decisions and measure outcomes	D	A,I,C
Have been personally involved in the design, delivery and assessment of safeguarding measures	D	A,I,C
Be able to model the values of equality and inclusion for all	D	A,I,C
Be able to make decisions based on evidence, fairness and free from bias	D	I,C

## Our Parent Community

Ashlands has an active, innovative and enthusiastic PTA, known as 'The Friends of Ashlands'. Our Bonfire Night is a hugely popular event not only with Ashlands families but with also with the wider Ilkley community Primary School. 'Friends' also organise our Christmas and Spring Fairs, school discos, Ilkley Carnival entry, school uniform sales, end of term treats for the children and much more.

We have a parent led Running Club that is organised by parents and the children take part in the Wharfedale Primary Cross-Country League representing the school.

Razzmatazz is our school orchestra, meeting before school on a Friday morning. Totally inclusive, children are welcome to come regardless of their musical ability and there are always plenty of instruments to borrow.



## Eco Developments that we are working on:

### Ashlands Community Garden

We are about to start working on our community garden, designed to:

- Be enjoyed and used by Ashlands Primary children and our local community
- To benefit local wildlife and encourage biodiversity through the creation of a range of supportive habitats
- To support a strong curriculum with regular access for all our children to outdoor learning opportunities
- To help children to connect with nature and develop a love and appreciation for their natural surroundings.

### Bees

We are taking ownership of our first bee hives in March with the bees arriving in June! We are very excited about producing our very own Ashlands honey and raising money for school funds!

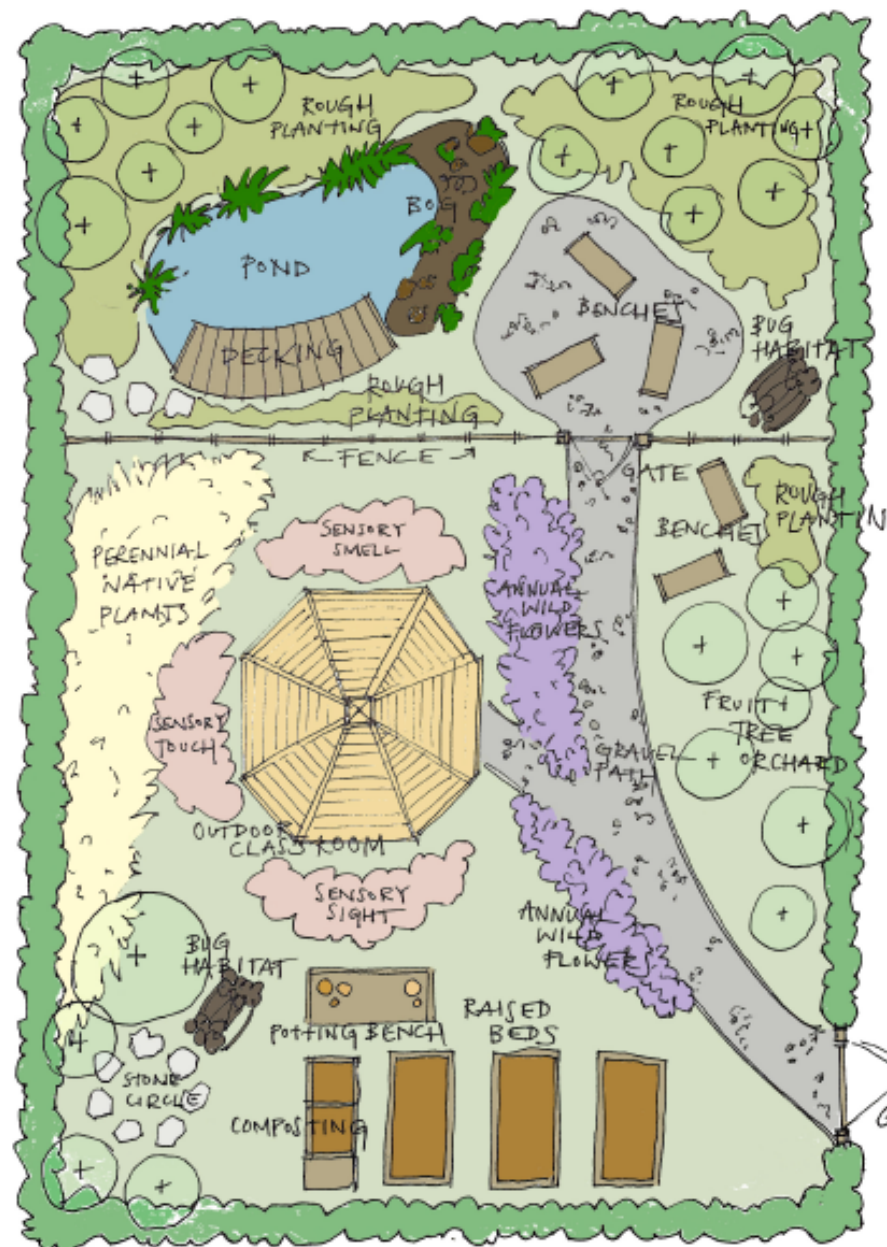
### Wildflower Garden

This year will be the third year of planting a wildflower garden at the front of school. Our first year coincided with the arrival of Covid in our lives and we were inundated with wonderful feedback from the local community around how it had brightened up their daily walks and the positive effect it had on their mental health.

### Eco Schools

We are working towards Eco-Schools Green Flag Accreditation .

We want our pupils to be aware of the challenges our planet faces, and will continue to face throughout their lifetimes. Our hope is by doing this we will empower our pupils with the passion and skills to protect our planet now and throughout their lifetimes, including as they grow to become leaders, decision-makers and educators themselves.

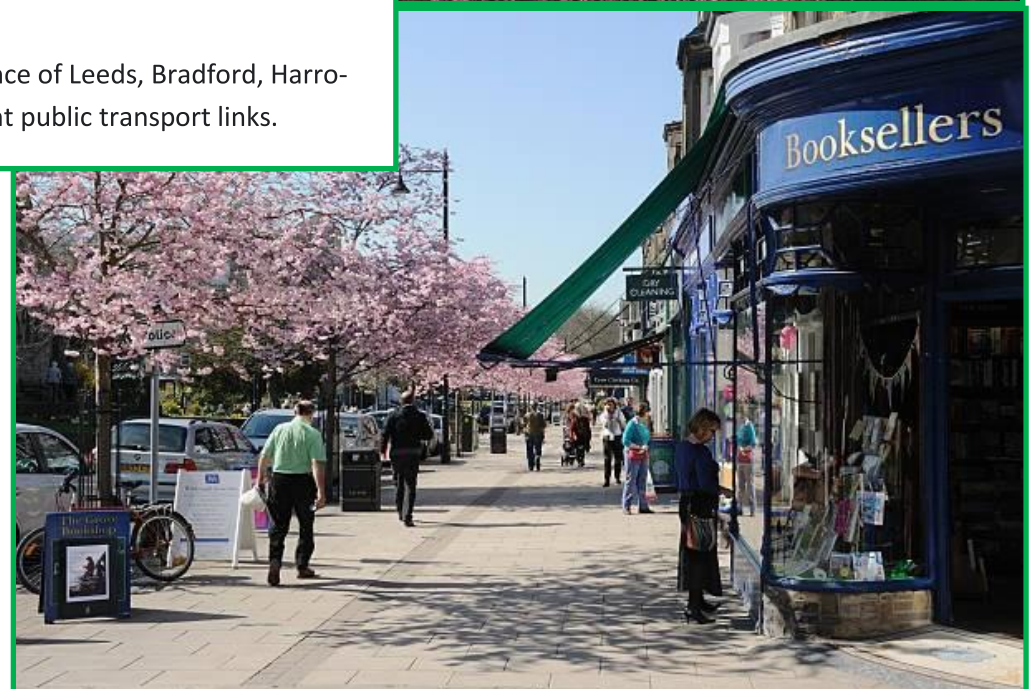
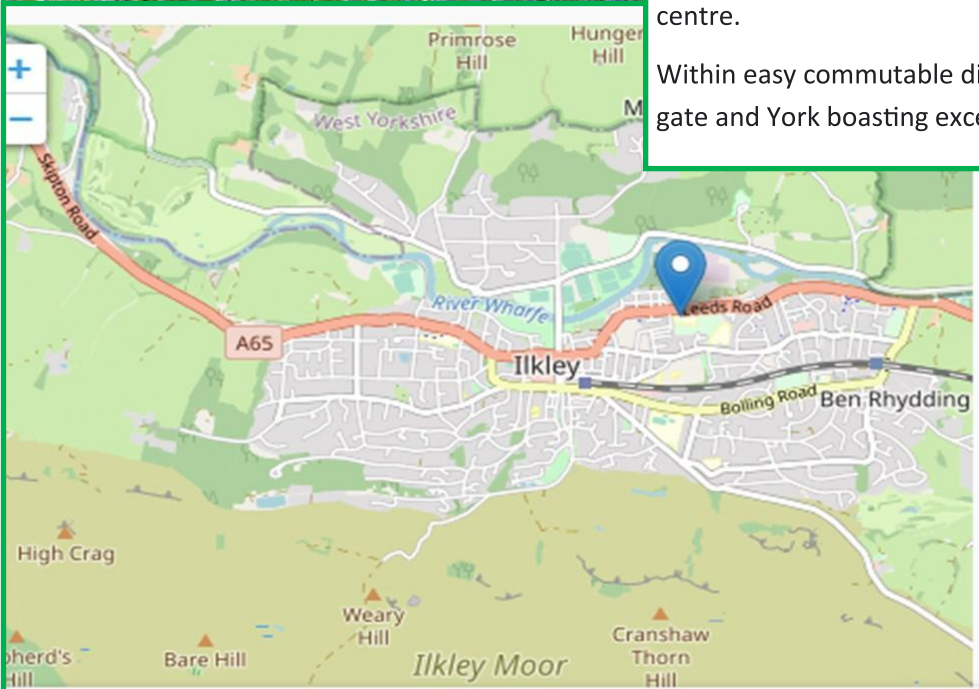




### Ilkley ...

Ilkley is spa town set in the stunning Yorkshire Dales at the foot of Ilkley moor, offering excellent schools and a vibrant town centre.

Within easy commutable distance of Leeds, Bradford, Harrogate and York boasting excellent public transport links.





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