

Meadowside Primary School



Head Teacher

Recruitment Pack

Making a difference for our future



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Welcome

We are delighted that you are making time to consider a future with Meadowside school.

This pack provides candidates the insights they need to consider how they will fit, add value and develop our school. We are seeking a leader aligned to our ethos, sharing our enthusiasm about all the achievements and potential Meadowside offers a successful candidate.

We see precious assets in our school including an established mindset for nurturing positive growth. We also recognise a pace of rapid change that requires us to be reflective, forward looking, outward reaching, enthusiastically ambitious and proactive so that our school continues to be recognised as a school of choice within our community.

Our community is a supportive, friendly and conscientious family of parents and neighbours. We develop our pupils with a strong sense of connection to that and believe our school should work both within and for our community to build a positive sense of place and belonging.

A successful candidate can be assured that there will be an experienced, supportive senior leadership team, an energetic governing board, a positive parent community, which includes our enterprising Friends of Meadowside group and also, a well established network of positive relationships with external providers of services, professional development and curriculum support.

We encourage you to visit our school and are offering tours with members of our senior leadership team and an opportunity for an informal chat with our Chair of Governors. We are confident you will discover what a special opportunity this could be for the right candidate.

We welcome applications in line with the job description on the required application form and wish all candidates the best as we excitedly await your applications.

Kind Regards

Rachel Brain

BA(HONS), PGCE
Chair of Governors

Visit our website:

www.meadowsideschool.co.uk

Our School

Opened in September 2000 Meadowside is a special place because it is made of special people. All our members of staff get to know all of our children from Reception right through to Year 6 - we truly do think of ourselves as the Meadowside Family!

Our motto, 'Making a Difference for Our Future' has been with us since we first opened, to help our children grow into the responsible, conscientious and courteous citizens that our future needs. From this motto we developed our five school values as these are the things that we want our Meadowside children to be so that pupils can make the most of every challenge set to them, learning and growing with confidence. Even our unique sustainably designed building encourages us to think about, and take care of our future and the environment.

We enjoy the excitement of learning together, we persevere with challenges and we are proud of all our achievements.



Making a difference for our future

Our Values

Aspirational—nurturing a strong desire for success

Environmental - identifying with our surroundings, nature and our impacts

Independent—empowered, enabled and free to make own decisions

Oppportunistic—spotting and using chances that support our ambitions

Understanding—sympathetic awareness and tolerance

Our Community

Meadowside Primary School is situated in an established residential area called Green Farm, just 5 minutes walk away from Gloucester and Sharpness Canal and with the River Severn also nearby.

We are one of several primary schools in Quedgeley, with a Pupil Admission Number of 210 pupils (209 currently on roll). The school opened in 2000 and there are 7 classrooms, a library, a Computing suite and a school hall. We also have a therapeutic flexible teaching space - The Glade - which is used by staff and children throughout the school.

Meadowside is set in lovely grounds with a large playing field, a Forest School, a pond, a Meadow and outdoor learning space as well as climbing apparatus and a table tennis zone. We are very proud of the environment and the provision we have created and are pleased that children love coming to our school.

Our Friends of Meadowside group are very pro-active organising events for children and families which bring our community together as well as raising funds for resources and projects in our school environment.

Our school community will partner with local businesses, pre-schools, primaries and secondary providers, to offer our children rich learning experiences. We are also one of 42 members of the Gloucester Schools' Partnership. Children and staff get the opportunity to develop their skills in activities such as sports, drama and music, as well as through a good range of CPD for every career stage.

The Meadowside Family learns and grows together and we are proud of the welcoming, energetic, nurturing and creative community we belong to!



Making a difference for our future

Travel to Quedgeley

Located within easy reach of the M5 Junction 12, Quedgeley is situated approximately 3 miles from the centre of Gloucester and just a short drive from Gloucester railway station, where there are regular services to London, Bristol, Birmingham and Cardiff.

See more about Quedgeley here: <https://www.thepropertycentres.co.uk/about/our-areas/quedgeley>

Our Curriculum

Our curriculum design promotes a life-long love of learning, gaining knowledge and acquiring skills to ultimately help every pupil in life beyond Meadowside.

We have designed our curriculum using the 'Big Ideas' model. This takes a big concept that needs to be learnt, on a journey through driving questions that helps all children understand our world. We plan carefully using pre-requisites and exciting end points (Topic Shines) so we are clear in what the children need to know to achieve in the next phase.

We always take into account what children at Meadowside want to learn when they find out their new topic title. A 'Golden Thread' is used so that key learning within a subject is sewn together clearly. Our thematic, enquiry-led curriculum also considers wider opportunities e.g. school trips, visiting speakers and learning beyond the classroom.

Meadowsiders love the great outdoors, so forest school, outdoor learning and the local community will feature frequently in lessons. It is very important to us to consider our children's well-being, create opportunities to develop their oracy and language skills and exemplify our school values across all subjects and topics.



Making a difference for our future

Once a Meadowsider, always a Meadowsider!

We like to say that 'Once a Meadowsider, always a Meadowsider' and want everybody in our Meadowside family to be proud enough to tell their grandchildren about it!

JOB DETAILS

Salary: Group 2, L10-17 (£62-73k)

Contract type: Permanent

Reporting to: Governing Body

Responsible for: The Headteacher carries out duties in line with the conditions of employment as set out in the current School Teacher's Pay and Conditions Document (STPCD), the Headteachers' Standards (2020) and the policies and procedures of the Governing Body

Policies: Our policies are on our website including our child protection and statement and safer recruitment policy and statement on Offender Rehabilitation Act.

HEADTEACHER JOB DESCRIPTION

Core purpose

You will provide the vision, leadership and strategic direction for high quality education for all pupils. You will be responsible for ensuring a safe and inclusive environment in which pupils and staff are enabled to achieve their full potential and an aspirational culture of reflection and improvement prevails.

You will:

- Serve in the best interests of the school's pupils and staff offering both strategic steer and practical support as required.
- Establish and sustain the school's ethos and strategic direction together with the governing board
- Monitor progress towards achieving the school's aims and objectives
- Allocate financial resources appropriately, efficiently and effectively
- Ensure that policies and practices take account of statutory duties, legislation and national, local and school best practice
- Establish and oversee systems, processes and policies so the school can operate effectively
- Identify strengths, problems, opportunities and barriers to school effectiveness and promote high standards of professionalism
- Develop and implement strategies for school improvement that are realistic, timely and suited to the school's context
- Be available to the school community and an active participant in all aspects of school life.

Duties and Responsibilities

School culture and behaviour

- Deliver high quality pupil experiences within a positive and enriching school environment to prepare pupils from all backgrounds for their next steps
- Drive ambition for pupils and staff, set standards and ensure opportunities that promote life long learning and are forward looking for continued personal development.
- Encourage high standards and consistency in behaviour from pupils, built from policy, rules and routines that are understood by staff and pupils, and clearly demonstrated by all adults in school
- Uphold public trust in school leadership and build positive, respectful and inclusive relationships across both the school and our wider community
- Communicate effectively and efficiently with all stakeholders fostering an open two way dialogue and proactive culture
- Ensure that equal opportunities and inclusion policies/practices are effectively implemented.



JOB DETAILS

Please note:

This is illustrative of the general nature and level of responsibility of the role.

The postholder may be required to do other duties appropriate to the level of the role.

HEADTEACHER JOB DESCRIPTION

Duties and Responsibilities

Teaching, curriculum and assessment

- Establish and sustain high-quality, expert teaching across all subjects and phases, built on an understanding of effective teaching and how children learn.
- Ensure teaching is underpinned by a broad, structured and coherent curriculum, subject expertise and formative assessment to inform strategy and decisions
- Ensure cohesive management of subject learning throughout the school through 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 progression in key skills, ensuring readiness to advance learning throughout the school e.g. that all pupils are taught to read; have basic number/problem solving/research skills
- Be ready to apply your practical skills to classroom teaching for leadership by example or general support as required.

Additional and special educational needs (SEN) and disabilities

- Drive ambitious expectations for all children with SEND, EAL and Additional Needs and ensure the fulfilment of SEND code of practice.
- Establish and sustain culture and practices that enable children with SEND, EAL and Additional Needs to access the curriculum, learn effectively and experience a sense of achievement in line with their peers.
- Ensure the school works effectively in partnership with parents and professionals to identify the Additional Needs and SEND of pupils.

Managing the school

- Develop strong distributed leadership and team work, model high expectations and empower leaders at all levels to drive ongoing improvement.
- Celebrate achievements and take appropriate action when performance is unsatisfactory.
- Ensure staff and pupils' safety and welfare through effective approaches to safeguarding and health and safety management, as part of a duty of care
- Demonstrate and insist upon high standards of professional conduct; Manage staff compassionately with due attention to workload
- Ensure rigorous approaches to identifying, managing and mitigating risk
- Deliver creativity and innovation in the use of appropriate new technologies to achieve excellence.

The headteacher will:



JOB DETAILS

Embrace and embody our values:

Aspirational—nurturing a strong desire for success

Environmental - identifying with our surroundings, nature and our impacts

Independent—empowered, enabled and free to make own decisions

Opportunistic—spotting and using chances that support our ambitions

Understanding—sympathetic awareness and tolerance

HEADTEACHER JOB DESCRIPTION

Duties and Responsibilities

Safeguarding and welfare

- Perform the role of a Designated Safeguarding Lead to ensure that everything possible is done to keep our children safe.
- Ensure that safeguarding is core in all that we do.
- Ensure that we are in full compliance with all safeguarding regulations and follow best practice guidance.
- Ensure that yourself, staff, governors and all volunteers receive the appropriate training and fully recognise that everyone is responsible for safeguarding.
- Provide a safe, calm and well-ordered environment for all pupils and staff.
- Ensure effective liaison with outside agencies.
- Ensure that teaching and the ethos of the school promotes good mental health for staff and pupils' and equips them with the confidence and knowledge to help keep themselves safe.
- Promote the effective management of positive pupil behaviour and secure high levels of attendance.

Governance, accountability and working in partnership

- 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
- Engage the school community in the systematic and rigorous self-evaluation of the work of the school and ensure that findings inform school improvement.

Professional development

- Ensure staff have access to appropriate, high standard professional development opportunities
- Keep up to date with developments in education
- Ensure training and continuing professional development is effectively planned, delivered and evaluated
- Make sure professional development opportunities draw on experts both within, and beyond the school
- Seek training and continuing professional development to meet the needs of all staff members



HEADTEACHER PERSON SPECIFICATION

ESSENTIAL EXPERIENCE

- Relevant successful leadership and management experience.
- Teaching experience within the primary phase.
- Involvement in school self-evaluation and development planning.
- Demonstrable experience of successful line management and staff development.

ESSENTIAL CHARACTERISTICS

- Commitment to maintaining confidentiality and align with the 7 principles of public life.
- A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school.
- Ability to work under pressure and prioritise effectively.
- Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position.

DESIRABLE CHARACTERISTICS

- Authentic interest in Meadowside, our values, our community.
- Effective delegator, enabling staff and teams to take on responsibility and hold each other to account for their decision making.

ESSENTIAL SKILLS & KNOWLEDGE

- Setting and embedding vision, strategy and targets.
- Monitor and evaluate the quality of teaching and learning, providing next steps for improvement to secure high standards in all areas of the curriculum.
- Able to drive improvement and challenge underperformance and work with a strong, capable leadership team.
- Excellent organisational skills, prioritising and managing time well.
- Manages resources efficiently.
- Keeps up to date with developments in education and committed to ongoing personal development.

DESIRABLE SKILLS & KNOWLEDGE

- Analysing and interpreting data to identify and inform outcomes rationalize strategy and results and monitor progress against plans and targets.
- Managing change successfully with a variety of stakeholders including pupils, parents, governors and the community.
- Collaborative and effective in working with stakeholders including the governing body.
- Able to maximise opportunities by working with other schools, fellow professionals and external organisations to improve outcomes.
- The ability to demonstrate strategic financial forecasting, planning, management and adjustment.

ESSENTIAL QUALIFICATIONS

- Qualified teacher status
- Degree

DESIRABLE QUALIFICATIONS

- National professional qualification for headship (NPQH)
- Evidence of Leadership & Management CPD/ Qualifications



Timeline

- Application deadline 7th March at noon; completed application form to be returned by email to:
- governor.sevices@gloucestershire.gov.uk
- Interviews 27th/28th March

The 25th February and 4th and 5th March are available to applicants wishing to make a school visit.

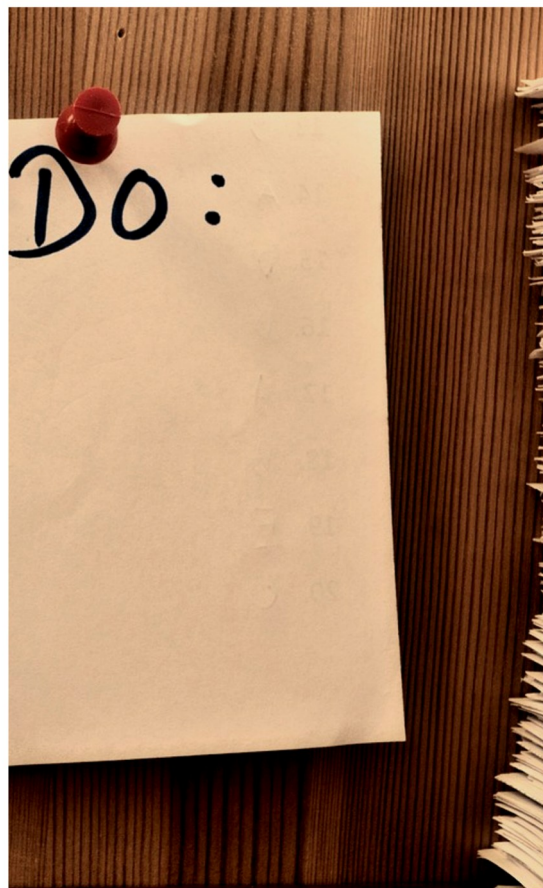
If you would like to visit us, please call our office:

01452 721767

Checklist

or e-mail admin@meadowsideprimary.co.uk

- ◇ Book a visit to our school
- ◇ Carefully complete the required application form
- ◇ Submit according to the instructions on the form
- ◇ Hold the dates for interviews



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Best of luck

We look forward to hearing from you!