



All Saints' Church of England Primary School

This school is committed to safeguarding children

<https://www.allsaintsputney.org.uk/>

Putney Common, London SW15 1HL
Tel: 020 8788 5196
Email: admin@allsaints.wandsworth.sch.uk

Headteacher: Ms C Wood
Deputy Headteacher: Mr M Reynolds-Viljoen



**Headteacher
Application Pack
February 2023**



Dear Applicant,

Headteacher – All Saints' Church of England Primary School, Putney

Thank you for your interest in the post of Headteacher at our school.

Our current Headteacher, Ms Claire Wood, is retiring at the end of this academic year. The Governors are now seeking a new Headteacher who will continue to ensure that All Saints' is an exciting place to learn and who will maintain the faith base of the school community.

We expect that our new Headteacher will be ambitious for all our children and give them every opportunity to reach their potential and move confidently on to the next stage of their education.

Our unique school is located on the edge of Putney Common, adjacent to the Parish Church and only a few minutes from the River Thames. It is very popular with local parents because of its warm and supportive ethos. There is a very strong staff team and the governors are committed to provide both support and challenge.

Please take a look at our website www.allsaints.wandsworth.sch.uk and read some of the weekly newsletters to give you a flavour of the community at All Saints'. This application pack contains more information about the school, the person specification and the job description. If you think that you are the special person we are looking for to lead our school forward then please do come and visit. Contact Mrs June Heard at the school office on 020 8788 5196 to arrange this.

Completed applications should be submitted by **11pm on Sunday 12th March 2023**

Interviews will take place on Tuesday 21st March 2023.

I very much look forward to receiving your application and I hope to meet you soon.

Yours sincerely,

Pat Ashworth

Chair of Governors

Please apply via <https://jobs.richmondandwandsworth.gov.uk/>

We welcome applications from serving headteachers, heads of school, deputies and assistant headteachers who fulfil the Person Specification. We would encourage a visit to the school which can be arranged via the school office on 020 8788 5196 or by contacting admin@allsaints.wandsworth.sch.uk.



INFORMATION FOR APPLICANTS

All Saints' C of E Primary School is a one form entry school with a nursery.

THE HISTORY OF THE SCHOOL

All Saints' School is a co-educational Voluntary Aided Church of England Primary School for children aged 3 to 11 living in the Parish of Putney. The school is situated overlooking Putney Common on land gifted by the Earl Spencer. The school was opened in 1858.

On 12th February 1894 a new single storey building opened and was given the name All Saints' Junior Mixed School.

In September 2000 All Saints' opened its Ecumenical Nursery in order to provide excellent education for children from the age of three. A further change to the building occurred in March 2002 with the opening of the new Hall which provides a central gathering place for the whole school as well as for social events out of school hours. The latest building development saw the addition of our wonderful, covered outdoor learning area in 2005 which, along with the Nursery, ensures outstanding provision for all of our Foundation Stage children.

Summer 2015 saw the completion of the latest enhancements to our outdoor environments. The pond area was refurbished with a new raised pond and planting. Two vegetable and fruit gardens were established, with the aim of enhancing the learning across the curriculum. During the academic year 2015-2016, thanks to funding from both FOASS (our PTA) and the Board of Governors, we updated and refurbished our ICT suite; it now contains 30 PCs enabling whole class teaching of Computing skills. FOASS fundraising also enabled us to create an outdoor area for Year 1, to support children in their transition from Reception to Year 1. In 2016-2017 FOASS contributed to a major refurbishment of the playground and our outdoor quiet reflection area, and more recently in 2018-2019 their support enabled us to improve our removable staging which we use for concerts, plays and performances. In 2021-2022 FOASS's support provided smartscreens in every classroom. Also, the governors supported the school in providing a Living Wall in the Junior playground and a full upgrade of IT equipment throughout the school.





MISSION AND VALUES

Stepping through the school gate, a visitor will be immediately struck by the feeling of warmth and purpose and the happy sparkle of the children. It is clearly a place where children love both belonging and learning.

We aim to be an inspirational school to produce good citizens for the future in an atmosphere that promotes confidence, resilience, academic achievement, physical health, and emotional well-being.

Vision: **Confident Futures**

Mission: **Inspiring and enabling each other, through our Christian values, to flourish and be outstanding in everything we do**

Values: **Kindness, Respect, Resilience**

Our pupils are thoughtful and well behaved. Three questions support them in their interactions with others:

Is it kind? Is it safe or sensible? Is it necessary?

Strong Christian values underpin all aspects of life and learning at All Saints'. Children from different faiths and non-faith backgrounds are welcomed into our school. We expect all members of our school community – children, families, staff, governors and visitors – to respect our Christian principles.

WHAT ARE WE MOST PROUD OF?

Our welcoming, inclusive, caring, faith-based community.

Our pupils: their exemplary behaviour, thoughtfulness, resilience and all of their achievements.

Our broad creative curriculum which is supported by many enrichment workshops and trips.

Our sporting achievements. We have a strong swimming history with swimming lessons provided for Y1 to Y6. We achieved first place in the 2022 Boys Wandsworth Swimming Gala and second place in the 2022 Girls Wandsworth Swimming Gala. The school regularly enters teams in district Boys and Girls Football, Netball, Athletics, Cross Country, Cricket and Rounders. The school also enters SEND sports events.

Residentials for Years 4, 5 & 6.

Our pupils' love of music, singing and drama.



WHAT PEOPLE SAY ABOUT OUR SCHOOL

Children

I'm not sure who you will be but I am writing to you because I love this school and I really care about it so I want to make sure that whoever you are cares about it too.

If you like children, this is the place for you.

All Saints' is such a brilliant school. The students are cheerful and the teachers are lovely.

Everyone is so kind. It's like a little family.

Our school is one big community that works together and helps each other.

I love the fact that every teacher I pass always gives a smile to me.

The teachers teach really interesting topics in a very fun way.

Staff

As a small school everyone knows each other and staff are always willing to go the extra mile to support one another and the children. It's one of the kindest places I have ever worked.

We have Putney Common as our back garden and All Saints' Church on our doorstep.

All Saints' is a loving, nurturing, small school with an ever growing diverse community.

Our school ethos is the foundation of everything we do and try to achieve for everyone at All Saints' School.

Parents

The staff know the children. They promote a love of learning and have developed within my daughter a thirst for knowledge and discovery. Above all, core values of kindness and respect are promoted within the framework of the Christian faith.

One of the school's greatest strengths is the strong sense of community, with its links to the church, a dynamic parent body and teachers who really care about the academic and all-round development of the children.

There is so much going on outside of the classroom - from trips to the Tate Modern, African Dance Workshops and most recently a guided tour around the Houses of Parliament - the curriculum is rich and varied.



Comments from OFSTED

The school had an OFSTED inspection in October 2022. The school was judged to be **Good** in all areas. Under the heading “What is it like to attend this school” were the following comments:

- This is a caring and friendly place for pupils to learn in. Pupils are incredibly proud of their school. They get on well with each other and play happily at break and lunch times. “Confident Futures” is a vision that leaders, governors and staff share for all pupils. They aspire for pupils to flourish and be well prepared for life in modern Britain. The curriculum enables pupils to learn well and achieve academically. It also promotes their social and emotional development effectively.
- Pupils know and live by the school’s core values of kindness, respect and resilience. When moving around the school their behaviour is exemplary. In lessons, pupils behave well and show respect.
- Pupils enjoy taking on additional responsibilities such as being a house captain or a digital or anti-bullying ambassador. Extra-curricular clubs and whole school events, such as the summer concert, provide many opportunities to support pupils in exploring their talents and interests.

PARENTS and FRIENDS of ALL SAINTS’ SCHOOL (FOASS)

We place great value on working together with parents to ensure the progress of all pupils. FOASS is energetic in arranging social activities throughout the year for parents and children. Their fundraising provides additional equipment and funds to enhance the curriculum. Recently FOASS has provided interactive smartboards and whole school enrichment workshops. Parents are invited to Eucharist services in the church and celebration worship in school. Many parents volunteer to help with reading groups, facilitating the school libraries, walking children to swimming lessons, and with school trips.

FUTURE PLANS and PRIORITIES

Staff and governors input into overall school planning. The Leadership Team with all staff review planned actions regularly and report to governors. Governors act as critical friends and are supportive in helping the school to keep on track.

Priorities for this academic year are:

- Extend the *Little Wandle* phonics scheme to Y2 and KS2 to support all pupils in reading skills.
- Close the gap between Greater Depth in writing and reading using *The Write Stuff* scheme.
- Develop the strategies in *Ordinarily Available Provision* to upskill all staff to ensure SEND pupils have the same opportunity to thrive and learn as their peers.
- Undertake a review and refresh of the RSHE/PSHE curriculum.
- Through Integrity Coaching’s *The Race Conversation* develop understanding of race equality.
- Develop a whole school approach to Mental Health and Well-being.
- Create a Sustainability Staff lead and a Sustainability Governor.
- Upskill Middle Leaders to share the data assessment role with the Deputy Headteacher.
- Refurbish the Reception outdoor learning classroom area.
- Review and refurbish the staffroom.

All Saints' CE Primary School – 2022/23

Spring Term Snapshot Figures

OUR PUPILS		SCHOOL IMPROVEMENT PRIORITIES		OFSTED				
Capacity: 262 Currently on roll: 227 % boys: 48% % girls: 52% % free school meals: 16.7% % looked after: 0% % previously looked after: 0% % SEND: 18% % EAL: 33.5% % service: 2.2%		Curriculum and Learning Safeguarding Equalities Leadership and Governance Early Years and Foundation Stage See Strategic School Plan (SSP)		Current grade: Good Date of last inspection: October 2022				
				ATTENDANCE				
		2021/22	OUR SCHOOL	NAT'L AVERAGE				
		% ABSENCE	4.22%	Not reported due to COVID				
		% UNAUTHORISED	0.28%	Not reported due to COVID				
		% PERSISTENT	1.78% 4 children	Not reported due to COVID				
		BEHAVIOUR AND SAFEGUARDING		[2021/22] – number of: Child Protection Orders: 0 Children in Need: 2 families MASH referrals: 1 EWO: 1 Racist incidents: 0 Bullying incidents: 2 Fixed-term exclusions: 0 Permanent exclusions: 0 Other Safeguarding: 1		STAFFING		
2022/23	TEACHING STAFF					SUPPORT STAFF		
# STAFF			12			15		
2021/22		2022/23	2023/24 (forecast) *			# LONG TERM SICK	0	0
INCOME	£1,348,423 + £113,803 (carry forward)	£1,516,774 + £120,647 (carry forward)	£1,432,795 + £122,609 (carry forward)			# MAT LEAVE	0	0
EXPENDITURE	£1,452,868	£1,514,812	£1,475,369			% MEN/ WOMEN	19% / 81%	
SURPLUS/ DEFICIT	£9,358	£122,609	£86,753 *based on the school not at full capacity	GENDER PAY GAP	N/A			
PERFORMANCE DATA 2021/22 *								
PROGRESS		Reading + 0.1, Writing + 3.2, Maths -1.0						
ATTAINMENT		% of pupils meeting the expected standard in reading, writing and maths – 62.5% % of pupils attaining the higher standard in reading, writing and maths – 12.5% Average scaled scores in reading – 106.2 and maths – 103.7						
PREVIOUS PERFORMANCE DATA 2018/19 (Last reported due to covid)								
PROGRESS		Reading 2.8 (above average) Writing 1.8 (average) Maths 0.5 (average)						
ATTAINMENT		% of pupils meeting the expected standard in reading, writing and maths – 92% % of pupils attaining the higher standard in reading, writing and maths – 36% Average scaled scores in reading – 111 and maths – 109						
RELIGION BREAKDOWN								
Buddhist	Christian	Hindu	Jewish	Muslim	No religion	Other religion	Sikh	
0	153	1	1	26	42	2	2	

*Note that, apart from the effects of covid, last year's Year 6 was a smaller than average class with several pupils with SEND.



CURRICULUM

At All Saints', we do not just talk about a broad and balanced curriculum for our children, we live it! We do this through the many and varied enrichment activities that we offer: from trips to external venues, to workshops and shows in school and through to residential. We also have many varied before and after school clubs.

Being in South West London means that we have access to many wonderful venues, from the museums and libraries through to the Houses of Parliament and City Hall, where learning can really be brought to life for the children.

Each class is encouraged to book an external trip every term; these can be as simple as a Science walk on the Common to a workshop at the Thames Barrier.

Sometimes, a class will have a workshop in school to enhance their learning about a particular topic (Space in Year 5 or The Great Fire of London in Year 2, for example); at other times, the whole school is involved, with maths challenges, dance, music or drama workshops, for example.

In KS2, we offer our children the opportunity to attend residential from Year 4, where they spend one night away. In Year 5, they spend a week at Hooke Court in Dorset and in Year 6, they spend a few days staying in teepees at Thames Young Mariners.



JOB DESCRIPTION

This job description should be read in conjunction with the range of duties and responsibilities of Headteachers as set out in the Teacher's Pay and Conditions document.

Job Purpose

- To agree a shared vision and ethos for the school and provide strategic direction
- To promote the inclusive Christian ethos and values in which individuals feel safe and valued
- To ensure high academic standards
- To ensure Safeguarding is effective
- To promote creativity incorporating new technologies
- To work effectively with and be accountable to the Governing Board
- To oversee the operational maintenance of the building
- To ensure all policies are up to date and actioned

Leadership and Management

- Recruit and maintain a high-quality leadership, teaching and support staff team
- Develop and review the School Strategic Plan underpinned by sound financial planning
- Create a motivating, collaborative learning culture
- Manage change and incorporate new ideas and plans
- Promote professional development and a good work-life balance for themselves and for colleagues

Teaching, Learning and Standards

- Ensure the school provides an enjoyable and engaging learning environment with a broad curriculum which enables all children to achieve
- Create a culture of challenge and support
- Ensure high standards of learning, behaviour and attendance are maintained
- Monitor, track and report on progress and attainment

Resources and Finance

- Manage the school finances effectively, and produce and manage a balanced budget
- Ensure premises are maintained and updated
- Seek additional financial and resource opportunities

Community

- Maintain a happy and welcoming Christian based school community reflecting the richness and diversity of pupils, parents, staff, governors and volunteers
- Ensure effective liaison with Southwark Diocesan Board of Education and Wandsworth Borough Council
- Develop and maintain positive links with the parish and wider community including other primary schools and secondary schools to which pupils may transfer

Communication

- Set up and maintain high quality communication channels with all stakeholders
- Provide opportunities for regular meetings with parents to share expertise and involve them in their children's education

PERSON SPECIFICATION

	Requirements (Essential unless otherwise stated)	Assessed at	
		Application Stage	Interview Stage
	Qualifications and Experience		
1.	Degree and Qualified Teacher Status	X	
2.	NPQH or working towards this or evidence of other successful professional study	X	
3.	Proven commitment to continued professional development	X	X
4.	Evidence of dynamic and inspirational leadership in a primary school	X	X
	Skills and Knowledge		
5.	Demonstrate a commitment to maintaining the Christian ethos of the school	X	X
6.	Understand the legal framework within which a church school operates, including national policy, curriculum developments, the OFSTED inspection framework and Safeguarding practices and procedures	X	X
7.	Ability to identify and evaluate data critical to the assessment of the school's performance and take appropriate action in the best interests of the school		X
8.	Experience of effective financial planning, budgetary management and the use of resources to achieve the school's objectives	X	X
9.	Understanding of the principles of excellence in teaching, learning and assessment	X	X
10.	Knowledge and understanding of how to provide a broad and balanced education and the widest range of opportunities for ALL pupils to enable them to achieve their full potential	X	X
11.	Ability to maintain high levels of behaviour to support children's learning and social and emotional development	X	
12.	Experience of leading high performing teams and maintaining effective personal relationships	X	
13.	Experience of working with and creating learning partnerships and networks	X	
	Leadership Skills		
14.	Ability to demonstrate commitment to safeguarding and promoting the welfare of children, ensuring that all members of the school community share that commitment	X	X
15.	Experience and ability to develop and communicate a clear strategic vision for the future development of the school in consultation with other stakeholders		X
16.	Experience of delivering the principles and strategies of whole school improvement by initiating, implementing and evaluating change and development	X	X
17.	Ability to manage, motivate and support individuals and teams effectively showing commitment to accountability for pupil outcomes - this will include Performance Management of staff	X	
18.	Ability to build and maintain effective relationships with parents, carers, partners, and the community	X	

	Personal Qualities		
19.	High expectations of yourself and your staff		X
20.	Strong presentation in public and private speaking and writing skills	X	X
21.	Excellent communicator with effective listening skills		X
22.	Courage and ability to tackle difficult issues, to avoid defensiveness and to convey outcomes clearly and sensitively		X
23.	Calm and organised under pressure		X
24.	Caring and supportive of pupils and staff		X
25.	A positive outlook on life		X
26.	A genuine desire to work with children, staff and parents to effect the best possible outcomes for each child in your care		X

SAFER RECRUITMENT

The role of Headteacher is a key strategic one in relation to safeguarding. Evidence of commitment to, and experience of, leading on Safeguarding will be sought at both application and interview stage. The successful applicant will be subject to an Enhanced DBS Check with barred list information as part of the vetting process for this role. You can read all of the school policies on our website including our Safeguarding and Child Protection Policy.

HOW TO APPLY AND NEXT STEPS

Please read the letter from Wandsworth Council on the following page.

This will explain how to apply and who to contact if you have any special requirements.





Wandsworth Council

Children's Services Department
Town Hall, Wandsworth High Street
London SW18 2PU

Please ask for/reply to: Alison Duke
Telephone: 07929 874 353

Email:
csschools@richmondandwandsworth.gov.uk
Web: www.wandsworth.gov.uk

Date: 20 February 2023

Dear Applicant,

Thank you for your interest in applying for the position of Headteacher at All Saints' Church of England Primary School. You can find further information about the school and the post, including a job description and person specification, and apply online at:
<https://jobs.richmondandwandsworth.gov.uk/>.

The first step in the selection process is your application. To get the most out of your application, please ensure you read through the person specification carefully and provide specific examples to demonstrate how you meet all the criteria. Other criteria will be assessed elsewhere in the selection process.

We encourage you to visit the School to help you prepare for your application. You are assured of a warm welcome. Visits can be arranged by calling the school office on 020 8788 5196 or by email at admin@allsaints.wandsworth.sch.uk. Visits to the school will take place between 23rd February and 10th March 2023.

The deadline for us to receive your completed application is 11pm on **Sunday 12th March 2023**.

Shortlisting will take place on **Tuesday 14th March 2023**.

Successful applicants will be invited to an interview and assessment day on **Tuesday 21st March 2023**.

If you are unable to apply online, or have any special requirements to enable you to fully participate in the application and/or selection process, please contact me on 07929 874 353 or by e-mail to csschools@richmondandwandsworth.gov.uk to receive an application pack or with enquiries regarding the application process. Please ensure you provide a contact telephone number where you can be contacted or where we can leave a message.

We look forward to receiving your application.

Yours faithfully,

Alison Duke
Senior Human Resources Officer