

Deputy Headteacher Information Pack



March 2019

Contents



- 1) Welcome Letter**
- 2) Mission Statement and School Values**
- 3) Our School**
- 4) Achievement Data**
- 5) Ofsted Inspection**
- 6) Deputy Headteacher Advertisement**
- 7) Application Procedure**



Giving our Best - Achieving our Highest

Welcome Letter

Dear Applicant,

Thank you for your interest in the post of Deputy Headteacher at John Burns Primary School.

I have been Headteacher at John Burns Primary School since September 2017 and am fortunate to work with a driven, supportive and fully committed team. The school is currently graded as 'good' in all areas by Ofsted (Jan 2018) and our ambition is to take the school forward on its journey to outstanding.

The successful candidate must be capable of maintaining the highest professional standards and place the child at the centre of everything they do. If you have a strong work ethic, are self-reflective and are committed to change and improvement, your application will be gratefully received.

As a school we invest heavily in support and training. The successful candidate will lead and contribute to whole staff and individual professional development as well as benefit from investment in their future development.

I would encourage you to come and visit our wonderful school so that you can meet the children and staff and enjoy our fantastic grounds.

I look forward to hearing from you.

Yours faithfully,



Mr B Grogan
Headteacher

John Burns Primary School is committed to safeguarding and promoting the welfare of children and young people.

Mission Statement, Motto and School Values

We are ambitious for our children and for our school. Quality, Creativity and Enjoyment is what we aim to have at the heart of everything we do.

Aims

- To inspire a passion for life long learning
- To value ourselves and all members of our diverse community
- To foster an environment which is caring, safe and inclusive
- To realise our full potential through quality experiences and opportunities
- To help children to see the importance of taking responsibility for themselves, their actions and their learning

School Motto

Our school motto of: *'Giving our Best, Achieving our Highest'* is at the heart of everything we do in school and together with parents, carers, governors and the local community, each and every child is encouraged to follow this principle.

School Values

The school values have been selected after consultation with pupils, staff, governors and parents as values which are important within the school community and which will be important throughout life.

The whole staff team, parents and pupils are involved in promoting the school values and recognising where others are 'living the values'.



Giving our Best - Achieving our Highest

Our School

A very warm welcome to John Burns Primary School.

John Burns Primary School is a one-form entry school in Battersea. We have 223 pupils on roll.

Our school motto of: *'Giving our Best, Achieving our Highest'* is at the heart of everything we do in school and together with parents, carers, governors and the local community, each and every child is encouraged to follow this principle.

We are very proud of our school and everyone has a part to play in its success. It has wonderful grounds, is very well resourced and has excellent staff who use their expertise to extend the learning experiences of all pupils both in the classroom and in a range of extra-curricular clubs, trips and activities.

Visitors to the school often remark on the special 'feel' that the school has and new staff frequently comment on how friendly and supportive everyone is and how welcome they have been made to feel.

As Ofsted (January 2018) said about us: *"This caring school, with its family feel, enables each pupil to be known and valued. As a result, pupils grow in confidence and are happy..."* We agree!

The school recently received a letter from the Education Secretary, Damian Hinds and Minister of School Standards, Nick Gibb, congratulating us on the very high progress our pupils made in 2018. Our school is in the top 3% in England for pupil progress.

Our pupils are keen to be involved in the school community. We have a Prefect Team, School Council and Junior Coaches. A number of pupils have the opportunity to develop their leadership skills and are involved in leading lunchtime clubs for the lower school.

We have an active PTA who raise valuable funds for the school as well as running very successful Christmas and Summer Fairs. The PTA have recently funded outdoor play equipment for the Reception, outdoor games for KS2 pupils and dyslexic-friendly books for the school library.

The school has recently refurbished the Year 1 and Year 3 classrooms. It is our aim to continue to renovate all classrooms in the next 2-3 years. We are also expanding provision for air conditioning across the school. This will reduce the classroom temperature and humidity in the summer months.

The school is currently part-way through its school library renovation. As part of British Science week, the school will have a resident artist in school for 3 days to produce willow sculpture installations for our school library – seahorses, fish and turtles. The chosen theme for our library renovation is 'Under the Sea'.

Giving our Best - Achieving our Highest

Achievement Data

Key Stage 2 Attainment Summary

	2017		2018	
	% Achieving ARE	% Achieving GD	% Achieving ARE	% Achieving GD
Reading	86%	10%	90%	48%
Writing	79%	17%	86%	19%
Maths	86%	24%	86%	38%
RWM Combined	72%	7%	81%	14%

Key Stage 1 to Key Stage 2 Progress Summary

	Progress Measure 2017	Progress Measure 2018
Reading	1.9	5.9
Writing	1.1	2.9
Maths	3.6	4.4



Giving our Best - Achieving our Highest

Ofsted Inspection

At John Burns Primary School, we are very proud of our Ofsted report. Ofsted graded our school as 'good'.



Here are some reasons why:

- The new headteacher, ably supported by other leaders and governors, is ambitious to improve the school. From the very start, he has identified areas of the school's work that need improvement. Plans are carefully considered and are already making an impact on pupils' outcomes.
- All leaders give priority to improving the quality of teaching. They recognise that there is some outstanding teaching in the school and that there is more to do before all teaching is outstanding. Leaders provide effective support for those who need it.
- Through their drive for improvement, leaders have raised pupils' outcomes throughout the school. Progress is now strong in all year groups. Governors effectively hold leaders to account for pupils' outcomes.
- Leaders and governors are improving the curriculum. They recognise that there is more to do to ensure that all subjects make the same strong contribution to the curriculum.
- Teaching is good overall and there is outstanding practice in the school. Pupils are clear about what they are going to learn. Adults provide tasks that challenge pupils to make good progress and learn well. Pupils with different starting points make good progress.
- The good teaching promotes reading skills well, inspiring pupils with a love of reading. Leaders recognise that pupils' spelling skills are weaker than their reading skills and other aspects of their writing skills. Leaders accept that more consistent strategies are needed to improve spelling.
- Pupils are looked after well in this caring school. Adults know all the children. The school is a harmonious environment.
- The school is a safe place. There is a strong culture of safeguarding. Pupils are given the information they need to keep themselves safe.
- The school promotes pupils' spiritual, moral, social and cultural development successfully. Pupils receive emotional support that helps them to build resilience. Pupils respect others from all faiths and heritages. They have a strong understanding of the importance of fundamental British values.
- The Nursery and Reception classes are happy places where children have plenty of opportunities to learn a range of language, number and social skills. Adults are caring. They keep the children safe. There is effective communication with parents and carers. Children are given the skills they need to move confidently into Year 1.

Deputy Headteacher Advertisement

Deputy Headteacher Required for 1st September 2019 Full Time / Permanent Salary Range: L9 – L13

Are you looking for a fantastic career opportunity? Are you ambitious, enthusiastic and innovative? Do you aspire to work in a vibrant and dynamic primary school? Are you passionate in your quest to provide an outstanding education for all children? If the answer is 'yes' then we have the perfect opportunity for you!

We are seeking to appoint a Deputy Headteacher to join our staff team.

Our perfect candidate will be:

- an outstanding practitioner committed to raising attainment and school improvement;
- passionate about education and has the commitment and drive to lead curriculum developments which enable all children to succeed in their learning;
- someone who has the necessary interpersonal and organisational skills to motivate and drive initiatives using the skills of a small team;
- someone with the personality, drive and enthusiasm to support the Headteacher and Governors in leading and managing the school.

At John Burns Primary School, we are committed to high quality professional development, and can offer friendly, enthusiastic learners. We are a happy, welcoming and hardworking community of staff, parents, governors and pupils who are enthusiastic about a quality educational experience.

Our website gives a good introduction to our school, but we would also like to encourage you to come and visit us.

Please contact Mrs Buckley on 020 7228 3857 to arrange a tour of the school with the Headteacher.

Closing date for applications: Noon on Thursday 4th April, 2019

Interviews: Thursday 25th April, 2019

John Burns Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.

Giving our Best - Achieving our Highest

Application Procedure

Candidates should complete the application form and return it so that it is received no later than **noon on Thursday 4th April**.

Mrs Mary Buckley
John Burns Primary School
21 Wycliffe Road
Battersea
Wandsworth
SW11 5QR
Telephone: 020 7228 3857
Email: office@johnburns.wandsworth.sch.uk

You should provide a full statement in support of your application, which should not exceed two sides of A4 paper.

Selection Procedure

The shortlist will be drawn up on Friday 5th April.

Interviews will take place on Thursday 25th April.

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

Equality Monitoring

All applications are asked to complete an Equal Opportunities Recruitment Monitoring Form.

Safer Recruitment

John Burns Primary School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. All successful candidates will be subject to Disclosure & Barring checks along with other relevant employment checks.

Data Protection (GDPR)

Information that you provide for the purpose of your application will be used as part of the recruitment process. Any data supplied will be held securely and access restricted to those involved in dealing with your application and the recruitment and selection process.

Once the process is completed, the data relating to unsuccessful applicants will be stored for a maximum of 6 months and then destroyed. If you are the successful candidate, your application form will be retained and form the basis of your personnel record.

Informal Visits

Visits to the school are warmly welcomed.

Please contact office@johnburns.wandsworth.sch.uk to make arrangements to visit the school.

Application Procedure

Shortlisting

Application forms will be passed to the interview panel for shortlisting. Shortlisting is a process where by the information, which you provide on your application form is marked against the defined criteria as detailed in the person specification. The interview panel will consider the overall quality of the applications and invite those applicants that best meet the essential and desirable criteria to interview.

Interview Stage

Once the candidates have been invited for interview the scores obtained at shortlisting will not contribute to the interview process.

Candidates invited for interview will be informed by email and will be asked to confirm their intentions to attend.

Where the candidate has indicated that references may be taken up before interview, reference requests will be sought in advance of the interview.

Candidates will be informed of any arrangements associated with the interview or selection process.

Candidates will normally be informed verbally of the outcome of the interview within one week.

Candidates who attended an interview and were subsequently unsuccessful will be informed verbally and offered the opportunity for feedback from the chair of the interview panel at a later date.

Declaration

Applicants must ensure they sign the declaration to certify that the information provided on the application form is correct. If you submit the application form electronically you will be asked to sign the form at interview if you are shortlisted. Please note that if you provide false information or deliberately omit any relevant details your application will be withdrawn from the recruitment process. Only those applications received by the specified closing date and time will be considered.

Pre-employment Checks

Candidates are asked to bring original certificates of qualification relating to the post to interview, together with identification that confirms they have the right to live and work in the UK.

All offers of employment are conditional upon receipt of satisfactory references, medical clearance, evidence of any essential qualifications and a Disclosure & Barring Service Check.

Provisional Offer of Employment

All offers of employment will be confirmed in writing once the pre-employment checks have been obtained.