



Benington C of E Primary School



Headteacher Candidate Pack

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Welcome from the Chair of Governors



Dear Applicant

Thank you for your interest in the Headteacher role at Benington C of E Primary School. I hope you find this information pack a useful introduction to our school. We are delighted that you see Benington as a school where you can make an impact. The vacancy has arisen as a result of the current Head deciding to explore other career opportunities outside head teaching after three years of successful leadership at Benington.

Benington Primary School is located in the small, picturesque village of Benington in Hertfordshire. We have just under 100 children who come from within the village and from surrounding villages and the nearby town of Stevenage.

The Local Authority and Governors are proud to be part of a school which was inspected three times in the space of 12 months and in 2018 achieved the level of 'good' consistently across the board from Ofsted and 'outstanding' from SIAMS. We believe that a key part of this success is the strong links and relationships that have been developed between staff, pupils, parents, diocese and the broader school community.

In recruiting a new Headteacher we are seeking someone who can enhance and develop our vision to incorporate our ethos and Christian values. The successful candidate will have the drive, enthusiasm and relevant experience to move our school to the next stage of its development.

The closing date for applications is 14th September 2020. Shortlisting will be taking place on 16th September 2020. For further information about our school, please visit our website.

If you wish to discuss the role or arrange a potential visit to the school please contact Rab Harley, Chair of Governors at: rab@rdnh.eu.

Thank you for your interest in Benington School. My colleagues and I look forward to meeting and interviewing motivated candidates interested in taking on this important and exciting new challenge. I wish you the best with your application and look forward to meeting you.

Yours faithfully

Rab Harley

Chair of Governors

Our School



Benington Primary School is a Church of England school located in a small, picturesque village in Hertfordshire, approximately 4 miles near Stevenage and 35 miles north of London.

Benington is a key part of the village community catering for around 100 children ranging from Reception to Year 6. We have an excellent reputation for providing an extremely caring, nurturing and secure environment where children can thrive and achieve their full potential.

We benefit from community links with St Peter's Church and have established strong working relationships with Benington Nursery and Aston Village School. We are also proud of our global links with St Mary's School in India.





School Mission and Values



Our current mission *'Inspiring pupils to reach their full potential in our Christian family through trust, respect and care for all'* and our Christian values-led education underpins all aspects of school life at Benington.

Vulnerable pupils are supported through a programme of nurture and counselling and consequently make outstanding progress.

Links with parents are established early through a programme of pre-school to school readiness. All learning is seen as a partnership between pupils, school and respect for all, by all, is of the greatest importance.



British Values and Ethos



Promoting British Values to teach children the fundamental values of democracy, the rule of law, individual liberty, mutual respect and the tolerance of those with different faiths and beliefs is modelled and consistently taught as part of the curriculum.

Benington Church of England Primary School's core values were developed in partnership with pupils, staff, governors and the Diocese.

Our overarching values of trust, care and respect run through the school's ethos and are underpinned by a weekly focus. They form the basis for all collective worship and PSHE.



Key facts and statistics



Type of School: Co-educational Maintained

Location: Walkern Road, Benington, Hertfordshire SG2 7LP

Age Range: 4 - 11 years

Number of Children: 94

Ofsted Rating: Good 2018

% of children with SEND: 2%

% of children with English as an additional language: 2%

% of children on Free School Meals: 6%

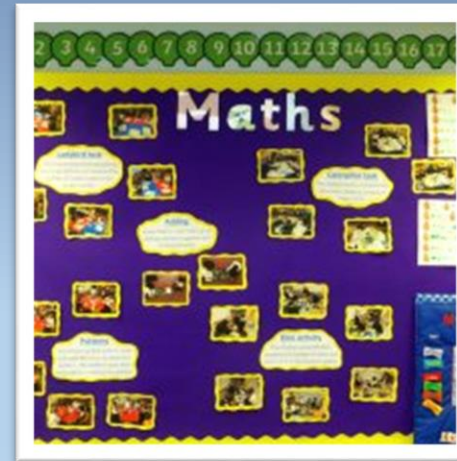
% of children in receipt of Pupil Premium: 7%



Our new Headteacher will:



- Have the proven leadership qualifications, skills and experience to deliver the school's vision for the future
- Embrace, promote and develop the schools ethos, values and unique character
- Bring energy and passion for teaching and learning with an ability to inspire children and colleagues to fully reach their potential
- Further develop the School Development Plan in conjunction with the Governing body, with regular reviews of academic result
- Be a confident decision maker who will take the initiative and work collaboratively with all stakeholders
- Have excellent interpersonal skills and emotional intelligence and be able to communicate effectively with children, staff and parents
- Have the drive and resilience to lead and implement change
- Have a commitment to the professional development and well being of staff and children
- Implement the school's firm commitment to an ongoing culture of vigilance around safeguarding.



What we can offer:



- The opportunity to join an open minded Governing Body who will support the development of the school and next Headteacher
- Wonderful pupils who are willing to learn
- A dedicated and motivated staff team
- Strong relationships with Benington Nursery Ltd, the Church, local schools and links with the broader community
- Support with your professional development and access to the new Headteacher Induction programme or CPD for existing leaders
- A unique and flexible opportunity to lead our small but vibrant school.



Job Description



Main Purpose of Role

Overall responsibility for providing leadership for the school to secure its success and continuous improvement, ensuring high quality education for all its pupils and improved standards of teaching and learning in line with statutory requirements.

This job description reflects the national standards of excellence for Headteachers 2015

The appointment is subject to the current conditions of employment of Headteachers, contained in the **Schools Teachers' Pay and Conditions** document, the School Standards and Framework Act 1998 and all other current education, employment and health and safety legislation.

The Duties and Responsibilities

The *National Standards of Excellence for Headteachers* are set out in four domains,

- Qualities and knowledge
- Pupils and staff
- Systems and process
- The self-improving school system

There are four 'Excellence as Standard' domains. Within each domain there are six key characteristics expected of the nation's Headteachers; some of these have been expanded to give a more comprehensive description of the role at Benington C of E Primary School.

Domain One

Qualities and knowledge

1. Hold and articulate clear Christian values and moral purpose, focused on providing a world-class education for the pupils they serve and reflecting the Church foundation of the school.
2. Demonstrate optimistic personal behaviour, positive relationships and attitudes towards their pupils and staff, and towards parents, governors and members of the local Church and wider community.
3. Lead by example - with integrity, creativity, resilience, and clarity - drawing on their own scholarship, expertise and skills, and that of those around them.
4. Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development that reflects the needs of a Church of England school.
5. Work with political and financial astuteness, within a clear set of principles centred on the school's Christian vision, ably translating local and national policy into the school's context.
6. Communicate compellingly the school's vision and drive the strategic leadership, empowering all pupils and staff to excel.

Domain Two

Pupils and staff

1. Demand ambitious standards for all pupils, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes.
2. Secure excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and pupils' well-being, taking full account of the school's Church of England foundation.
3. Establish an educational culture of 'open classrooms' as a basis for sharing best practice within and between schools, drawing on and conducting relevant research and robust data analysis.
4. Create an ethos based on Christian values within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.
5. Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning.
6. Hold all staff to account for their professional conduct and practice.

Domain Three

Systems and process

1. Ensure that the school's systems, organisation and processes are well considered, efficient and fit for purpose, upholding the principles of transparency, integrity and probity within a Christian context.
2. Provide a safe, calm and well-ordered environment for all pupils and staff, focused on safeguarding pupils and developing their exemplary behaviour in school and in the wider society.
3. Establish rigorous, fair and transparent systems and measures for managing the performance of all staff, addressing any under-performance, supporting staff to improve and valuing excellent practice.
4. Welcome strong governance and actively support the governing board to understand its role and deliver its functions effectively – in particular its functions to set school strategy and hold the headteacher to account for pupil, staff and financial performance.
5. Exercise strategic, curriculum-led financial planning to ensure the equitable deployment of budgets and resources, in the best interests of pupils' achievements and the school's sustainability and its Christian character.
6. Distribute leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account for their decision making.

Domain Four

The self-improving school system

1. Create outward-facing schools which work with other schools and organisations - in a climate of mutual challenge - to champion best practice and secure excellent achievements for all pupils.
2. Develop effective relationships with fellow professionals and colleagues in other public services to improve academic and social outcomes for all pupils.
3. Challenge educational orthodoxies in the best interests of achieving excellence, harnessing the findings of well evidenced research to frame self-regulating and self-improving schools.
4. Shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff.
5. Within the school's model entrepreneurial and innovative approaches to school improvement, leadership and governance, confident of the vital contribution of internal and external accountability.
6. Inspire and influence others - within and beyond schools - to believe in the fundamental importance of education in young people's lives and to promote the value of education especially within a Christian context.

Person Specification and Personal Statement

A candidate will only be considered for shortlisting and move forward in the remaining person specification criteria if they meet the first 7 of the Qualifications, Knowledge and Experience and Professional Development sections. It is important to provide examples using the STAR acronym (situation, task, action, result) relating to the person specification criteria. Ensure to evidence additional aspects such as training, qualifications together with your background and experience within the personal statement.

Criteria	Essential or Desirable	Application	Interview	Reference
Qualifications, Knowledge and Experience				
Qualified Teacher Status (QTS)	E	✓		
Degree or Equivalent	E	✓		
Commitment to and experience of working with Early Years Foundation Stage / KS1 and KS2 pupils and staff	E	✓		
Recent successful leadership as a Head, Deputy or School Improvement Lead	E	✓		
Has current training for Child Protection and Designated Safeguarding Lead and has successfully undertaken the role within the school setting	E	✓		
Professional Development				
Evidence of appropriate and recent professional career development for the role of Headteacher	E	✓		
Evidence of recent leadership and management operational training and development	E	✓		
Has successfully undertaken approved safer recruitment training	D	✓		

Criteria	Essential or desirable	Application	Interview	Reference
Leadership Skills				
Ability to articulate a clear vision for the future embedding the Christian values of the school	E		✓	
Proven record of inspiring, enabling and motivating others to succeed to succeed in an inclusive environment	E	✓	✓	✓
Able to delegate and effectively achieve outcomes and provide development opportunities for staff	E	✓	✓	✓
Demonstrates excellent communication skills, including written and verbal communication which will be assessed at all stages of the process	E	✓	✓	
Ability to build effective relationships with staff, parents, carers, governors, the Church and the wider school community.	E	✓	✓	
Whole School Leadership and Management Experience				
Have taken an active involvement in effective school self-evaluation and development planning	E	✓	✓	
Experience of implementing a strategic plan across the whole school, identifying priorities and evaluating the impact	D	✓	✓	
Able to listen and engage with stakeholders including parents in a range of ways on a daily basis or as a lead on specific projects	E	✓	✓	
Knowledge and understanding of strategic financial planning and budgetary management and their contribution to school development and pupil outcomes	D	✓	✓	
Knowledge and experience of working within a Christian environment	D	✓	✓	✓

Criteria	Essential or desirable	Application	Interview	Reference
Absolute commitment to safeguarding	E	✓	✓	✓
Evidence of clear commitment to promoting health and safety and the welfare and well being of children	E	✓	✓	✓
Knowledge and experience of working with children with SEN (e.g. autism) across the primary phase and a commitment to inclusion	E	✓	✓	✓
An ability to understand the needs of children with challenging behaviours and develop strategies to successfully manage this	E	✓	✓	✓
Successful track record of developing the performance of staff through effective performance management	E	✓	✓	✓
Personal Qualities				
A genuine passion for Christian ethos, coupled with the ability and enthusiasm to embrace the Christian values of a Church of England School and help every child fulfil their potential	E		✓	✓
Leads by example with integrity and demonstrates resilience caring way consistent with our school values	E	✓	✓	✓
Visible and approachable, empathetic and enjoys engaging and inspiring children, staff, parents the Parish and wider community	E	✓	✓	✓
Adaptable leadership style, being 'hands on' when required balanced with knowing when to delegate	E		✓	✓
A commitment to preserve and develop the distinctive Christian character and ethos of the school.	E		✓	✓

Completing your Application



Application Form

Using the standard application form provided (CVs are not accepted) please complete all aspects of the form fully. Include your full work history with no unexplained gaps since leaving school education. Include all the training you have completed, particularly those in recent years which have helped to prepare you for headship.

Person Specification and Personal Statement

When writing your responses it is really important you address each of the requirements in the person specification.

Ensure to evidence additional aspects such as training, qualifications together with your background and experience within the personal statement.

Covering letter

You may also wish to include a covering letter of no more than two sides of A4 paper and at a font size of no less than Arial size 11.

References

Please make sure your referees are aware of your application and that they are able to provide a swift turn round. Preferred referees are your last two employers and you should provide their official organisation email address for us to contact. One referee is likely to be your last Headteacher or Chair of Governors.

Important dates and information



Pay Range	£49,940-£60,664
Start Date	January 2021
Closing Date	Monday 14 th September 2020 at 9am
Shortlisting Date	Wednesday 16 th September 2020
Interview Date	Wednesday 23 rd and Thursday 24 th September 2020
Visits to the school* Due to COVID-19 restrictions we are not able to offer visits at this current time.	To discuss the role further please contact the Chair of Governors at: Rab Harley at rab@rdnh.eu .
Visit the school website	https://benington.herts.sch.uk
Visit the Teach in Herts website	https://www.teachinherts.com
Send your completed application form to	Leadership.recruitment@hertsforlearning.co.uk or apply online via Teach in Herts

