

# Can you lead our Christian Primary School?



**School name:** Ainsdale St. John's Church of England Primary School

**School address:** Sandbrook Road, Ainsdale, Southport, PR8 3JE

**Job title:** Headteacher

**Contract term:** Permanent

**Hours:** Full time

**Grade:** Salary: ISR 16-21

**Commencement date:** 1<sup>st</sup> September 2021

Our current Headteacher is taking a well-deserved early retirement after impeccably leading our school for many years. The Governors are therefore seeking to appoint a highly motivated, enthusiastic and caring Headteacher who will lead and inspire our school family through the next phase of its exciting journey.

Ainsdale St John's is committed to the provision and celebration of excellent education in a Christian context. We are proud of our links with the Church and how the core Christian values of faith, hope, love, respect and compassion are at the centre of everything we do. We are looking for someone who can ensure that learning remains enjoyable and enriching for all and is fully underpinned by their Christian faith.

The school is a special place. The governors appreciate just how important the ethos and culture of the school are to the children, their families, and all the staff. In selecting a new Headteacher, we are looking for an individual who embraces the special character of the school and demonstrates the same affection and commitment to all those in our school community.

If you are someone who feels they can both embrace the strengths of our past successes and also rise to the challenges of the future, we would very much like to hear from you.

The successful candidate will:

- Have Headteacher, Deputy or Assistant Headteacher experience
- Uphold high expectations and standards
- Engage the whole school community in a shared vision
- Nurture, inspire and motivate others
- Be approachable and empathetic
- Lead by example, empower others, and take decisive action when necessary

In return we offer you:

- The opportunity to make a difference and take the school forward
- A dynamic Christian ethos which is integral to the life of the school
- Dedicated, caring and skilled staff who work hard to meet the needs of the children
- Happy, responsive children who are motivated to learn
- Strong professional links through existing school and learning networks
- The support of a fully committed Governing Body
- Established partnerships with our Church, parents and wider community

School visits are strongly encouraged and need to be pre-booked for either **Friday 14<sup>th</sup> May or Monday 17<sup>th</sup> May during school hours**. To arrange a visit please contact Mrs Kirsty Taylor at [finance@ainsdalestjohns.sefton.org.uk](mailto:finance@ainsdalestjohns.sefton.org.uk) or 01704 578427.

**The closing date for applications is 3pm Thursday 20<sup>th</sup> May.** Application forms together with your supporting statement should be emailed to [finance@ainsdalestjohns.sefton.org.uk](mailto:finance@ainsdalestjohns.sefton.org.uk).

*The supporting statement should be a maximum of two sides of A4 (minimum font size 11). Any part of the statement in excess of two pages will not be considered.*

**Shortlisting will take place on Friday 21<sup>st</sup> May.** Those applicants selected for interview will be notified on Friday 21<sup>st</sup> May.

Interviews, including tasks and presentation(s), will take place on **Wednesday 26th May and Thursday 27th May**.

*Shortlisted applicants are expected to be available for both days. However, Governors reserve the right not to progress candidates to the second day, or not to appoint to the role, if candidates fail to demonstrate the essential criteria in the person specification.*

A candidate information pack and an application form can be downloaded from the link below or from our website: [www.ainsdalestjohns.com](http://www.ainsdalestjohns.com) (see News and Events >>Vacancies)

Candidates will be asked to provide three references:

- Positive and supportive faith reference from the priest/minister where the applicant regularly worships. *Candidates who do not use their Parish priest/minister must give an explanation in the letter of application.*
- Two additional positive recommendations from referees, including current employer.

The Governing Body is committed to safeguarding and promoting the welfare of children and young people. It will recruit and select all employees in a safe, equitable, effective and efficient manner to employ the best person for the job and ensure that high service standards are maintained and the safety and welfare of children and young people is paramount. The Governing body expects all staff and volunteers to share this commitment.

Appointment to this post is subject to 2 satisfactory references, a faith reference letter and verification of qualifications. For those applicants shortlisted, Governors reserve the right to take up references prior to interviews.

This post is exempt under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) and will be subject to an enhanced DBS certificate with a children's barred list check. You will also be required to complete a criminal self-disclosure form if you are short-listed for the post.

All direct contact must comply with the Covid 19 guidance in place at the time.



# Ainsdale St John's CE Primary

## Headteacher recruitment pack

### May 2021



*Feel Christ as the heartbeat of this school*

# Welcome from the Chair



We believe that Ainsdale St. John's school is a family where the pupils, parents, staff, governors and church share a belief in giving everyone in our school community, wings to fly, in a climate of Excellence, Warmth and Enthusiasm

I am delighted that you are considering joining us at Ainsdale St John's C.E. School.

We believe our school is special and we are looking for a special head to lead us.

Talk to any of our current parents and one of the first things they will tell you is that they chose St John's because of the feeling of warmth that they got as soon as they stepped through the door. This warmth – which we like to think of as a sense of family – doesn't happen by chance. It is led from the top, runs right through our staff and children, and helps determine how everyone involved with St John's acts and relates to one another.

Of course, as head you will also bring a clear vision to further develop the school. Leading by example, and underpinned by your Christian values, you will have the presence, resolve and ability to enthuse, nurture and support our great staff and children, grow the excellent church links, and cultivate new community relationships.

In short, we are looking for someone who will take pride in being part of the St John's family and make a real difference.

For our part, you will find the Governors to be a highly committed and pro-active team who will do everything in their power to ensure that you are supported and equipped to succeed in your role.

There is a lot more I could say. However, I would prefer to leave it to those who really count – the children and the staff. So within this pack they have articulated what makes St John's special for them and the head they would like to see.

I would strongly encourage you to visit the school to see and feel for yourself the special nature of Ainsdale St John's.

Yours,

John Forshaw  
Chair of Governors

# Welcome from the Vicar



Welcome to St John's Church Ainsdale, part of the St John's family.

The church and school have a strong and well established partnership and the church is blessed by the school's commitment to the life of the parish. We value this strong relationship.

Pre Covid, we worked closely together as a Christian community with regular worship in school and in church, and also celebrating some of the festivals such as the Good Friday Prayer stations and Experience Pentecost. During the last year, despite the restrictions, church and school have continued to work together in new ways including delivering a Christingle service.

I was appointed just before the first lockdown so I understand some of the challenges the past year has brought for the school as I have been in a similar position with church.

As a church we offer the school support and guidance from our own thriving Christian community as we seek to demonstrate Kingdom values in our St John's community and the wider community.

I welcome the opportunity to further develop the relationship between church and school, to support school-based worship and provide support and spiritual guidance to staff, children and families.

With every blessing,

*Jane*

**Reverend Jane Morgan MBE**



# Letter from Ruby, Year 5



METROPOLITAN BOROUGH OF SEFTON  
**Ainsdale St. John's C.E. School**  
Headteacher: PAUL HOOTON BA (Hons), PGCE  
AINSDALE, SOUTHPORT, MERSEYSIDE PR8 3JE  
Tel: 01704 578427  
[www.ainsdalestjohns.com](http://www.ainsdalestjohns.com)

Dear prospective head teacher,

The children at Ainsdale st John's have thought about the qualities we would like our new head teacher to possess. These are the qualities we would like from a new head teacher. Someone who:

- Will be fair and treat everybody equally; someone who will have no favourites.
- Will be respectful, encouraging and caring, truthful and gentle.
- We can look up to; someone who sets a good example.
- Is fun, has a good sense of humour, but someone who can be strict when they need to be.
- Will let us throw snowballs at them.
- Is thoughtful, makes sound decisions and provides leadership.
- You can trust, someone who notices if you are upset or lonely.
- Will run clubs, organise fun nights/run bingo.
- Uphold our Christian values
- Will pop into classes to see how we are working.
- As caring, helpful and respectful children we promise to behave well, and live up to our Christian value promises. They are...

Founded 1894

METROPOLITAN BOROUGH OF SEFTON  
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- We are ready, steady organised for the day ahead.
- We grow our minds and never say no to having a go.
- We treat others as we would be liked to be treated.
- We listen first time and give respect to all.
- We take the time to hold a door, we take the time to say thank you.
- Our mouths say the truth and our hearts forgive
- If we find a bin, we drop it in.
- We walk quietly on the left, one behind the other.
- We say no to rough stuff, kindness is our goal
- We know we can make good things happen.

Thank you for your interest in becoming our new head teacher. Hopefully, you have found this letter informative and have taken on board our pupils perspective. We hope you submit your application for consideration,

Founded 1894

# Letter from Ruby, Year 5



METROPOLITAN BOROUGH OF SEFTON

## Ainsdale St. John's C.E. School

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, especially as we were thrilled to be part of the application process.

We look forward to welcoming you to the warmth of our school home.

Yours sincerely  
Ruby Wardell

On behalf of all of the pupils at Ainsdale St John's.



*"I just wanted to show our appreciation ... for all the staff, you're all doing amazing, and I am ever grateful for our children to be at such a wonderful school with such lovely community spirit."*

**Parent of two children writing to school during lockdown home-schooling, Feb 2021**

We are very proud of our staff and children, never more so than during the last 12 months when everyone adapted to deliver not just on-line learning but also zoom family worship and even interactive YouTube family fun bingo nights!

The character of the school also shone through when each class recorded a special Christmas DVD for their families to watch, and during a series of inspirational videos compiled by parents and staff during lockdown.

You can see these here [Christmas 2020 FINAL – YouTube](#) and on the school website (News and Events>>Coronavirus Updates).

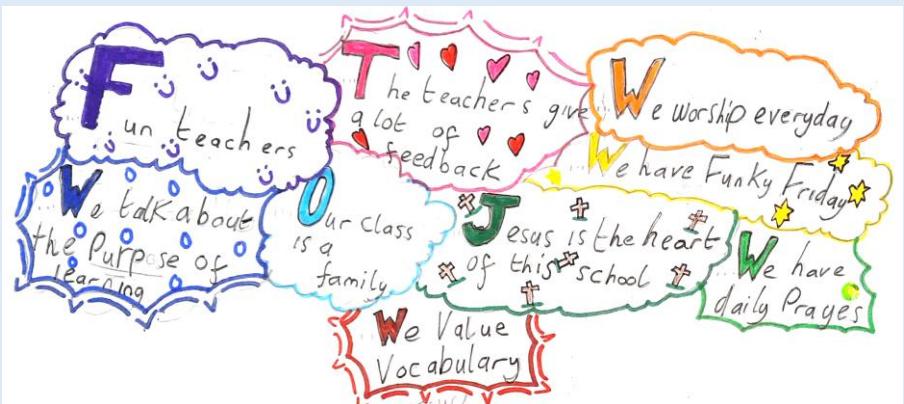
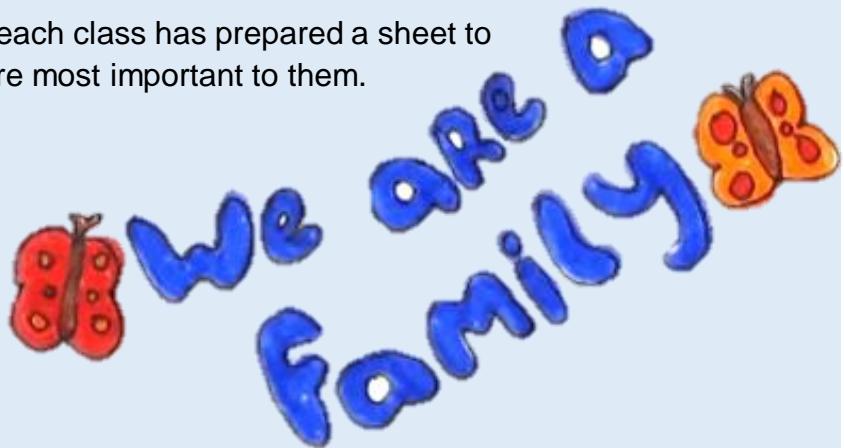
# Our school is special because ...



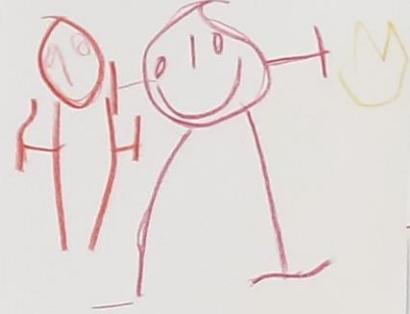
We believe it is really important to listen to the children.

They are really keen to ensure that their new headteacher appreciates everything that makes the school special.

Over the next few pages each class has prepared a sheet to highlight the things that are most important to them.



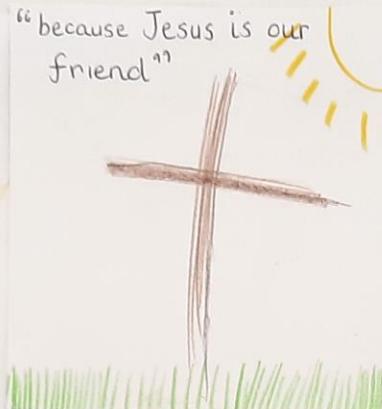
"because I smile in school".



"because every day is an adventure!"



"because Jesus is our friend"



"because the sun is here"



"because my teachers look after me"

"because we play together in the tower"



"because I have friends"



"because we are learning"



"because we feel loved"



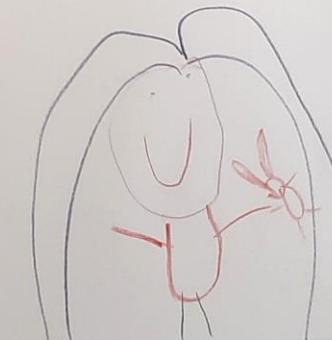
"because we share toys"



"because I'm really good at counting"



"because I love colouring in"



"because we have fun together"

"because I like playing on our toy motor bike."



"because I can catch a ball"



This is a happy place!

This is a happy place!

Olivia P

I Love my Friends

Rory

"Friendship"

ELLA Mc Lachlan



I love Worship



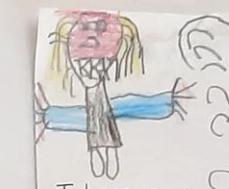
Maddie  
"Mrs Banks"



Eric

Friendship

"I love my friends."



I love my

Teachers

"Mrs Banks"



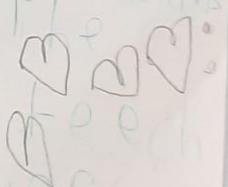
Miss O'Hagan

Ella



Friendship

BEHNS



"The teachers help me!"

Amber

Friendship



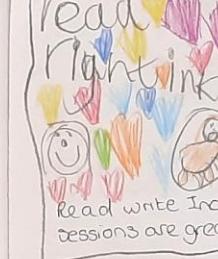
AMY  
Ella  
Amel

evreetting



Olivia P.

Darce



Read  
Nightlink  
Read write Inc  
sessions are great

Friends

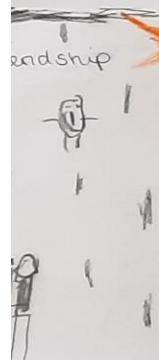


Penny

Bethsin



2 Bang Kind



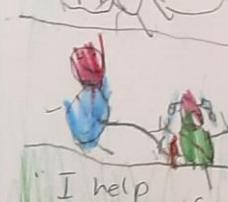
Friendship

is important.



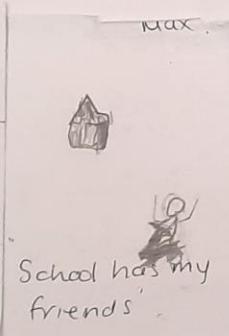
Ella

Christian Values



"I help someone up if they fall"

Alfie



Max

School has my friends

Noah

"Friendship"



Freya



Mr Seery.



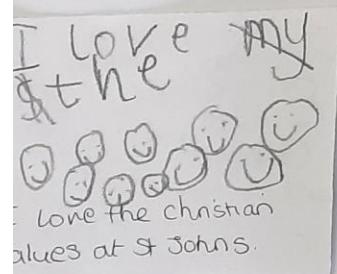
"It is my special place"

Lola

"Friendship"



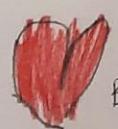
Hope teacher  
Fred(friendship)  
Ollie



I love my

love the Christian values at St Johns.

I love God.



Benjamin

Noah  
hope and trust

I see  
"Brilliant Values"

our school  
is  
lovingly

everyone is kind.

William



"Friendship"

Arthur

Y2

this school makes  
you happy and  
exciting



## Our school is special because ...

We are loving and caring to our school



we take people in as family

we learn and have a great time and we have fun.

We all have different personalities, different ways of learning. Together we are unstoppable.

our school is fun and

our school is kind

our school is a family and teachers are nice

We share friendship

Everyone is warmhearted and beautiful in our school.

We are family

we have a lot  
of technology



The teachers help the children  
a lot. Mai Mai

there are really increasing  
lessons and activities  
~~poor~~ painting

It's always good to  
share

We have tones  
of challenges  
We show respect  
to all

There's lots of books to read so  
you don't get bored. V-V

We are going to do  
do ball in PE

Our school is special because ...

Teachers are nice and friendly  
children are kind  
you make my friends.

kindness spread  
thoger out the school.

You learn  
loads of stuff  
you get loads

we have bingo from the head  
of friends &  
teach

We have learning even at home

We have lots of rooms we have 20. (I've double  
checked!)

Someone gets the  
certificates every  
week

sports clubs  
come into help  
us with PE

we have Ipad's  
and computers

# Church School

year  
4



Our school is special because ...  
Everyone is helpful

everyone encourages

Everyone is kind and helped w

I like the lessons

PEOPLE KNOW HOW

everyones helpful

TO DEAL WITH  
PROBLEMS.

because every ones thoughtful

The clubs are really good

The teachers help every one when  
the they are sad. ☺

all the kids are special ❤

The teachers are  
Nice

Everyone is Kind

The teachers are Kind

The people are kind.  
some people are kind

We grow our minds

the teachers  
are lovely!

I like the teachers.

COOL Playgrou

I like Playing games

COOL PLAYground

good disisions  
for the school

We respect property

people  
are support  
I AND the M

We are an enthusiastic, friendly bunch!



## Our school is special because ...

Ourschool is special because everyone feels welcome and wanted here. You aren't judged for anything, you are accepted for who you are.

Our school is becoming a thinking school. Everyone is kind and welcoming.

We have that many clubs and events, we are lucky.

Everyone is kind to each other and the teachers are really nice. Everyone is nice to each other and the teachers are very responsible and fair to everyone!

Our school is special because we all come together as a community

Our school is special because of the lovely teaching environment and the delicious meals! ❤

Our School is Special because it is a church School.  
Our School is Special because we have laptops in the computer room.  
our school is special because of the teachers and the school trips.

We are a family!

Our school is specialists of different clubs and different sports in PE (we value the fact that we have sports week)  
we do lots of stuff for charity.

The Teachers, assistances are lovely to all the children.



# Our school is special because ...

## WE ARE ALL UNIQUE

We have amazing teachers and Teaching Assistants

We are well looked after

We live a well lived life

Collaborative

We work with the church

Drama

out mistakes

We are kind and caring

## OTHERS

This is our School let peace dwell here let the rooms be full of happiness let love abide here love of one another love of learning and love of God!

## A FAMILY



We Learn from others

We love nature and care for the world

## WE

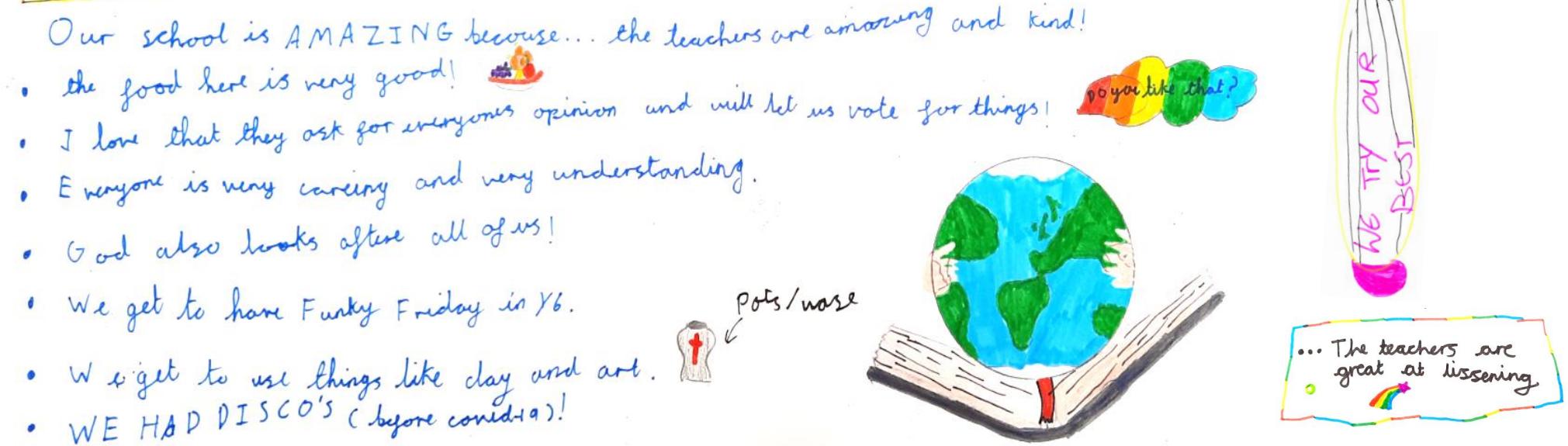


WE ARE SPECIAL

WE ARE CARED FOR

We are friends all

We are enthusiastic



# The attributes of our new head

We asked our staff to identify the attributes that they would like their new head to possess. This is what they said ...



**Prepared to make tough decisions**  
Fresh perspective  
Community focus

**Consistent**

**Excellent communicator**  
Resilient Honest  
Motivating Considerate  
Hands on Innovative

**Approachable**  
Dedicated  
Decisive  
Good listener  
Helpful and approachable

**Clear vision**  
Passionate about teaching  
Transparent Love of learning  
Respectful of team and children

**Empathetic of pupil circumstances**  
Enthusiastic Values staff input  
Diverse Belief in the children  
Driven individual

**Supportive**  
Treats the school like a family  
Positive

**Team player**  
Unswerving

**Fair**  
Unbiased  
Friendly

**Empathetic of staff needs**  
Committed Christian

**Fun / sense of humour**  
Growth mindset

# Headteacher Job Description



Reporting to:  
**Governing body**

Hours:  
**Full-time**

Start date:  
**September 2021**

Salary:  
**ISR 16-21**

## Purpose of the role

This appointment is with the governing body of the school under the terms of the National Society Contract signed by the governors as employees.

This job description reflects the **National Standards of Excellence for Headteachers** (2015). These standards are built upon The Teaching Standards (2011) which apply to all teachers, including headteachers.

The appointment is subject to the current conditions of employment of headteachers, contained in the **School Teachers' Pay and Conditions** document and other current educational and employment legislation, including that of the Department for Education, and the terms of the National Society contract. In carrying out his/her duties, the headteacher shall consult, where appropriate, with the Local Authority, the governing body, the staff of the school, its pupils and the parents of its pupils.

The applicant will be required to safeguard and promote the welfare of children and young people. The Headteacher is expected to demonstrate this commitment to safeguarding and promoting the welfare of children and young people and is expected to hold all staff and volunteers accountable for their contribution to the safeguarding regulations.

*This job description forms part of the contract of employment of the person appointed to the post. It reflects the position at the present time only and may be reviewed in negotiation with the employee in the future. The appointment is subject to the current conditions of employment in the School Teachers' Pay and Conditions Document as they relate to headteachers.*

# Headteacher Job Description



## A. The Core Purpose of the Headteacher

The headteacher is the prime mover in creating, inspiring and embodying the Christian ethos and culture of this Church school, securing its Mission statement with all members of the school community and ensuring an environment for teaching and learning that empowers both staff and students to achieve their highest potential.

The core purpose of the headteacher is to provide professional leadership and management for the school within the context of the Trust Deed. This will promote a secure foundation from which to achieve high standards in all areas of the school's work. To gain this success the headteacher must establish high quality education by effectively managing teaching and learning and using personalised learning to realise the potential of all pupils. The headteacher should establish a culture that promotes excellence, equality and high expectations of all pupils within a strong Christian ethos.

The headteacher is the leading professional in the school. Accountable to the governing body, the headteacher provides vision, leadership and direction for the school and ensures that it is managed and organised to meet its aims and targets. The headteacher, working with others, is responsible for evaluating the school's performance to identify the priorities for continuous improvement and raising standards; ensuring equality of opportunity for all; developing policies and practices; ensuring that resources are efficiently and effectively used to achieve the school's aims and objectives and for the day-to-day management, organisation and administration of the school.

The headteacher, working with and through others, secures the commitment of the wider community to the school by developing and maintaining effective partnerships with, for example, schools, other services and agencies for children, the Local Authority, the Diocese, higher education institutions and employers. Through such partnerships and other activities, headteachers play a key role in contributing to the development of the education system as a whole and collaborate with others to raise standards locally.

Drawing on the support provided by members of the school community, the Headteacher is responsible for creating a productive learning environment which is engaging and fulfilling for all pupils.

# Headteacher Job Description



## B. The Four Domains of Headship

### Domain One: Qualities and knowledge.

Within the school's Christian ethos, the headteacher will:

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, national and Diocesan 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.

Within the school's Christian ethos, the headteacher will:

1. Demand ambitious standards of achievement and attendance 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.

# Headteacher Job Description



## Domain Three: Systems and process.

In a Church school, the relationship between the mission statement and the provision of effective governance, organisation and management should reflect the school's Christian aims. In order to provide an efficient, effective and safe Christian learning environment, the headteacher will:

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. Within the school's Christian ethos, 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 body 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, 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

Working in a spirit of collaboration to secure Christian principles of equity and entitlement, the headteacher will:

1. Create an outward-facing school which works with other schools, organisations and the local community – in a climate of mutual challenge – to champion best practice and secure excellent achievements for all pupils.
2. Develop effective relationships with fellow professionals, colleagues in other public services, parents/carers and the Church community 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 of all staff.
5. Within the school's Christian ethos, 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.

# Headteacher Person Specification



Those marked E are essential and must be met in order for a candidate to be shortlisted for interview or appointed to the post. Those marked D are desirable and will strengthen a candidate's likelihood of being invited to interview or appointed to the post. All other abilities and aptitudes will be judged 'by degree' from application, references and interview activities/tasks to guide the selection panel in appointing a candidate who is personally and professionally suited to successfully filling this particular post. Where candidates are expected to prepare material in advance of the interview process / tasks then they will be notified of this immediately following shortlisting.

**A = application form/ letter**

**I = interview process/ tasks**

**R = reference**

**The applicant will be required to safeguard and promote the welfare of children and young people and be faithful to the trust deed.**

## [A] Faith Commitment

	<b>Essential</b>	<b>Desirable</b>	<b>Source</b>
Full and active member of a church in membership of Churches Together in England (This requires evidence of current church involvement and a clear indication of the applicant's beliefs in relation to a Church school).	E		A I R

**To be able to demonstrate their knowledge and understanding of the following in the context of a Church school**

	<b>Essential</b>	<b>Desirable</b>	<b>Source</b>
Leading and developing school worship	E		I
Ways of developing religious education		D	I
A commitment to strategic thinking and planning that builds, communicates and carries forward a coherent and shared vision for the Christian ethos of the school	E		A I
How relationships should be fostered and developed between the school, local Church and its community and Diocese of Liverpool	E		A I

## [B] Qualifications

	<b>Essential</b>	<b>Desirable</b>	<b>Source</b>
Qualified teacher status	E		A
Degree	E		A

## [C] Professional Development

	<b>Essential</b>	<b>Desirable</b>	<b>Source</b>
Evidence of appropriate professional development for the role of headteacher	E		A I
Evidence of recent leadership and management professional development	E		A
Has successfully undertaken appropriate Child Protection training/ Designated Senior Person training		D	A

# Headteacher Person Specification



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## [D] School leadership and management experience

	<b>Essential</b>	<b>Desirable</b>	<b>Source</b>
Recent successful leadership as a Headteacher, Deputy Headteacher or assistant Headteacher	E		A
Be able to demonstrate successful/effective leadership in a school in a similar community/facing similar challenges		D	A I
To have taken an active involvement in school self evaluation and development planning	E		A I R
An awareness of the/previous involvement in/active involvement in/fully conversant with financial management of a primary school	E		I R
To have had responsibility for policy development and implementation	E		I
To have had experience of, and ability to contribute to, staff development across the primary range (e.g. coaching, mentoring, INSET for staff)	E		I R

## [E] Experience and knowledge of teaching

	<b>Essential</b>	<b>Desirable</b>	<b>Source</b>
Experience of teaching in more than one school		D	A
Experience of teaching in a school in similar circumstances/ serving a similar community		D	A
To have taught in at least 2 Key Stages/ taught both KS 2 and EYFS/KS1/ taught across KS2/ taught KS1 or KS2 or EYFS		D	A I R
Significant teaching experience within the primary phase	E		A R
To have a knowledge and understanding of all 3 Key Stages in the primary phase	E		A I
To be able to effectively use data, assessment and target setting to raise standards/address weaknesses	E		I
To be able to exemplify how the needs of all pupils (SEN, AEN, AGT, EAL, GRT) have been met through high quality teaching.	E		I

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## [F] Professional attributes

	<b>Essential</b>	<b>Desirable</b>	<b>Source</b>
Demonstrate an understanding, awareness and empathy for the needs of the pupils at Ainsdale St. John's School and how these could be met		D	A I
Able to demonstrate a clear rationale for behaviour management and a proven track record of the effective implementation of a range of behaviour management strategies	E		A I
Excellent written and oral communication skills (which will be assessed at all stages of the process)	E		A I
To be a leader of learning demonstrating, promoting and encouraging outstanding classroom practice	E		A I R
Show a good commitment to sustained attendance at work	E		A R

## [G] Professional skills

(Based on the National Standards of Excellence for Headteachers 2015)

A deputy headteacher is expected to be working within and towards the National Standards of Headship

<b>Qualities and Knowledge</b>	<b>Essential</b>	<b>Desirable</b>	<b>Source</b>
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	E		A I
Lead by example – with integrity, creativity, resilience, and clarity – drawing on their own scholarship, expertise and skills, and that of those around them	E		A I R
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		D	A I R
Communicate compellingly the school's vision and drive the strategic leadership, empowering all pupils and staff to excel	E		A I R

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Pupils and staff	Essential	Desirable	Source
Demand ambitious standards for all pupils, overcoming disadvantage and advancing equality	E		AIR
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/Methodist foundation	E		AIR
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	E		AI
Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning		D	AIR
Hold all staff to account for their professional conduct and practice	E		AIR

Systems and process	Essential	Desirable	Source
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	E		AI
Within the school's Christian ethos, 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	E		AIR
Establish rigorous, fair and transparent systems and measures for managing the performance of staff, addressing any under-performance, supporting staff to improve and valuing excellent practice		D	AI
Welcome strong governance and actively support the governing body 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	E		AI

The self-improving school system	Essential	Desirable	Source
Develop effective relationships with fellow professionals, parents/carers, the Church community and colleagues in other public services to improve academic and social outcomes for all pupils	E		AIR
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	E		AIR

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## [H] Personal qualities

	<b>Essential</b>	<b>Desirable</b>	<b>Source</b>
Inspire, challenge, motivate and empower teams and individuals to achieve high goals	E		I
Demonstrate personal enthusiasm and commitment to leadership aimed at making a positive difference to children and young people	E		I R
Build and maintain quality relationships through interpersonal skills and effective communication	E		I R
Manage and resolve conflict	E		I
Think analytically and creatively and demonstrate initiative in solving problems	E		I R
Be aware of their own strengths and areas for development and listen to, and reflect constructively and act upon as appropriate, feedback from others	E		I
Demonstrate a capacity for sustained hard work with energy and vigour	E		I R
Demonstrate impact and presence	E		I

## [I] Confidential references

	<b>Essential</b>	<b>Desirable</b>	<b>Source</b>
Positive and supportive faith reference from the priest/minister where the applicant regularly worships Candidates who do not use their Parish priest/minister must give an explanation in the letter of application	E		R
Positive recommendation from all referees, including current employer	E		R

## [J] Application form and supporting statement

The form must be completed and legible.

The supporting statement should be clear, concise and related to the specific post. The statement should be a maximum of **two sides** of A4 (minimum front size 11). Any part of the statement in excess of two pages will not be considered.

# Important application information



We hope this pack has inspired you to join us at Ainsdale St John's.

School visits are strongly encouraged prior to applying and need to be pre-booked for either **Friday 14<sup>th</sup> May or Monday 17<sup>th</sup> May during school hours**. To arrange a visit please contact Mrs Kirsty Taylor at [finance@ainsdalestjohns.sefton.org.uk](mailto:finance@ainsdalestjohns.sefton.org.uk) or 01704 578427

The application process for this role is a 2 stage process:

- Application form and supporting statement
- Formal interview including tasks and presentation(s)

Completed application forms together with your supporting statement should be sent to [finance@ainsdalestjohns.sefton.org.uk](mailto:finance@ainsdalestjohns.sefton.org.uk)

Closing date for applications: **3pm Thursday 20<sup>th</sup> May**

Interview process / tasks:      **Day one - Wednesday 26th May**  
    **Day two - Thursday 27th May**

#### Please note

*The supporting statement should be a maximum of two sides of A4 (minimum font size 11). Any part of the statement in excess of two pages will not be considered.*

*Those applicants selected for interview will be notified on Friday 21<sup>st</sup> May. For those applicants shortlisted, Governors reserve the right to take up references prior to the interview process commencing.*

*Applicants are expected to be available for both days of the interview process. However, Governors reserve the right not to progress candidates to Day two, or not to appoint to the role, if candidates fail to demonstrate the essential criteria in the person specification.*

*An enhanced disclosure from the DBS will be required for this post.*

