



**LACON CHILDE SCHOOL**

"....more than just a school"



Cleobury Mortimer, Shropshire DY14 8PE



Shropshire  
**Gateway**  
Educational Trust

**Headteacher Application Recruitment Pack**



## A very warm welcome to Lacon Childe School.

We are an 11-16 school situated in the beautiful countryside in South Shropshire, serving a wide catchment area which extends into neighbouring Worcestershire.

We are a family-centred school at the heart of the community of Cleobury Mortimer that nurtures potential. Students at Lacon Childe are encouraged to excel in all areas of school life; academically, socially, and personally. The school provides a secure, safe and caring environment that, when coupled with excellent teaching, ensures our students make outstanding progress. We are a fully inclusive school and the recent addition of a SEN Hub for children with ASD and SEMH continues our commitment to care and educate all members of our community.

Established in 1735, Lacon Childe School is a forward-thinking school with reassuringly traditional values. This combination enables our students to achieve and succeed not only academically, but also become well rounded, responsible young people who have the skills, resourcefulness, and resilience to play a meaningful role in the ever-changing world in which they are growing up.

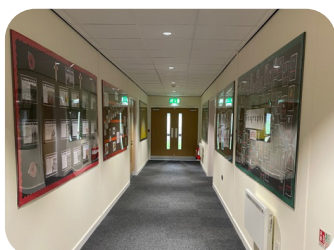


## About our school.

Lacon Childe School is based in Cleobury Mortimer and currently attended by 560 students who travel from across the beautiful South Shropshire countryside. The school is a well-maintained range of buildings with specialist teaching facilities for all subjects including technology rooms, sport fields and all-weather pitches. We have just completed a new build for the humanities which includes a specialist SEN Hub catering for children who have additional learning needs around ASD and SEMH.

We have 38 teaching and 58 support staff to ensure that students are supported in meeting their full potential. Our staff are integral to the development of the whole child and all engage in some aspect of enrichment activity or extra-curricular provision.

We have the benefits of being a small secondary school and are able to offer opportunities from our knowledge of each and every student: however, we also aim to provide the facilities and experience of a larger school through the excellence of our staff and the relationships that we have built with our community.



**OFSTED 2017 - This is a Good School.**





Thank you for the interest you have shown in working for our Academy. Please ensure you read the form carefully, completing and returning all sections and any requested additional information. Your completed application and supplementary information should be submitted to [sue.broad@laconchildeschool.co.uk](mailto:sue.broad@laconchildeschool.co.uk) by the time/date specified as the closing date on the job advertisement. Lacon Childe School is part of the Shropshire Gateway Educational Trust.

## GUIDANCE/INFORMATION TO APPLICANTS:

If you have any questions about the completion of the application form, or if you require this form in an alternative format, please contact the Academy for assistance.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

### ● **Decision to shortlist:**

Your application form is an important part of the recruitment process. The decision whether or not to shortlist you for interview will be based on the information you provide on your application form; we do not take into account any previous applications or prior knowledge of you. Before you start to complete the application please read the Job Description and Person Specification carefully. These detail the knowledge, experience, skills and abilities needed. You should address how you meet these in your letter of application.

### ● **Recruitment monitoring form:**

We positively welcome applications regardless of age, gender, cultural and ethnic origin, religion, disability, gender and sexuality. To help monitor the effectiveness of our recruitment practices, to assess whether we are meeting the Public Sector Equality Duty and whether we are complying with relevant legislation, please complete the enclosed equality form and return it with your application. It is used for statistical purposes only.

### ● **Application feedback:**

If you do not hear from us within two weeks of the closing date, please assume that you have not been shortlisted to attend an interview. If you would like to request feedback or have any queries / complaints about our recruitment procedures, please contact us via [sue.broad@laconchildeschool.co.uk](mailto:sue.broad@laconchildeschool.co.uk). Alternatively, you can call the Academy directly on **01299 270312**

### DATA PROTECTION NOTICE

Throughout our application form we ask for some personal data about you. We will only use this data in line with data protection legislation and process your data for one or more of the following reasons permitted in law: · You have given us your consent. · We must process it to comply with our legal obligations.







## Lacon Childe School.

Lacon Childe School is a highly inclusive Academy with a vision to provide more than just an education. It is part of the Shropshire Gateway Educational Trust.

We are seeking to appoint an outstanding and inspirational Headteacher.

We have a talented and highly committed staff, supportive governors and amazing pupils. Our buildings have excellent facilities and the Trust consistently ensures excellent financial management.

The school has worked hard to secure consistently excellent outcomes for our pupils and has a strong commitment and practice in teacher and leadership development.

We are excited to appoint a new Headteacher who will lead us on the next stage of our improvement journey.

The successful candidate will be someone who is:

- A highly experienced senior leader, with the vision to identify the next steps on our improvement journey and the energy, drive and skills to lead and realise this.
- An outstanding role model who is relentlessly committed to improving the lives of the pupils in their care.
- Absolutely committed to the practice of improving social mobility, inclusion and a passionate advocate of high quality comprehensive education.
- An inspirational leader able to engage and motivate all stakeholders.
- Able to secure the highest educational standards whilst ensuring a culture and practice of care, wellbeing and support for our staff and pupils.

We will offer the successful candidate an amazing school to lead, significant support and opportunities for professional development.

The governors expect our pupils and staff to be challenged, motivated, respected, celebrated and most of all, inspired under the leadership of our new Headteacher. If this challenge excites you, we would love to talk to you about the prospect of becoming our new Headteacher.

Prospective candidates are warmly encouraged to visit the school and opportunities to do this will be available in week beginning 1st November 2021. To enquire about visits and make an appointment, in the first instance please email:

Mrs Sue Broad, PA to the Headteacher on [sue.broad@laconchildeschool.co.uk](mailto:sue.broad@laconchildeschool.co.uk)





**Start date :** Easter 2022

**Salary :** Group 5, L22 – L28

**Closing date :** 15th November 2021

**Interviews :** 1st /2nd December 2021

On our website and within the application pack, you will find a range of documents that tell you more about the role and who we are looking for.

[www.lacon-childe.org.uk](http://www.lacon-childe.org.uk)

[www.sget.org.uk](http://www.sget.org.uk)

To apply for this position please download the application form from our website and send completed applications and supporting documentation to [Sue.broad@laconchildeschool.co.uk](mailto:Sue.broad@laconchildeschool.co.uk) by the closing date.

Lacon Childe School and The Shropshire Gateway Educational Trust are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expect all staff and volunteers to share this commitment.

The successful candidate will have to meet the person specification, they will also be required to apply for an enhanced DBS disclosure and all other pre-employment checks outlined in Keeping Children Safe in Education.

We particularly welcome applicants from under-represented groups including those based on ethnicity, gender, transgender, age, disability, sexual orientation or religion.

We follow a strict pre-employment process in line with Safer Recruitment / Keeping Children Safe in Education. All appointments are subject to satisfactory pre-employment checks.



## The Shropshire Gateway Educational Trust Lacon Childe School.

### JOB DETAILS

**Salary:** Headteacher school range 5 L22 -L28

**Contract type:** Permanent

**Reporting to:** The Lacon Childe School Governing Board.

The Shropshire Gateway Educational Trust Executive Headteacher.

The Shropshire Gateway Educational Trust Board of Directors.

Member of the Shropshire Gateway Educational Trust Headteacher Board.

### Main purpose

The headteacher will:

- Establish and sustain the school's ethos and strategic direction together with the governing board and through consultation with the school community
- Establish and oversee systems, processes and policies so the school can operate effectively
- Identify problems and barriers to school effectiveness, and develop strategies for school improvement that are realistic, timely and suited to the school's context
- Make sure these school improvement strategies are effectively implemented
- Monitor progress towards achieving the school's aims and objectives
- Allocate financial resources appropriately, efficiently and effectively
- Add value to the Trust by actively engaging in Trust strategy, activities, policies and procedures

### Qualities

The headteacher will:

- Uphold public trust in school leadership and maintain high standards of ethics, behaviour and professional conduct
- Build positive and respectful relationships across the school community
- Serve in the best interests of the school's pupils

# Duties and Responsibilities

## School culture and behaviour

The headteacher will:

- Create a culture where pupils experience a positive and enriching school life
- Uphold educational standards in order to prepare pupils from all backgrounds for their next phase of education and life
- Ensure a culture of staff professionalism
- Encourage high standards of behaviour from pupils, built on rules and routines that are understood by staff and pupils and clearly demonstrated by all adults in school
- Use consistent and fair approaches to managing behaviour, in line with the school's behaviour policy
- Work with Trust member schools to create a collaborative approach to teaching and learning across the Trust

## Teaching, curriculum and assessment

The headteacher will:

- Establish and sustain high-quality teaching across all subjects and phases, based on evidence
- Ensure teaching is underpinned by subject expertise
- Effectively use formative assessment to inform strategy and decisions
- Ensure the teaching of a broad, structured and coherent curriculum
- Establish curriculum leadership, including subject leaders with relevant expertise and access to professional networks and communities
- Use valid, reliable and proportionate approaches to assessing pupils' knowledge and understanding of the curriculum

## Additional and special educational needs (SEN) and disabilities

The headteacher will:

- Promote a culture and practices that enables all pupils to access the curriculum
- Have ambitious expectations for all pupils with SEN and disabilities
- Make sure the school works effectively with parents, carers and professionals to identify additional needs and provide support and adaptation where appropriate
- Make sure the school fulfils statutory duties regarding the SEND Code of Practice

## Managing the school

The headteacher will:

- Ensure staff and pupils' safety and welfare through effective approaches to safeguarding, as part of duty of care
- Manage staff well with due attention to workload
- Ensure rigorous approaches to identifying, managing and mitigating risk
- Demonstrate effective use of public funds inline with the Academy Trust handbook



## Professional development

The headteacher will:

- Ensure staff have access to appropriate, high standard professional development opportunities
- Keep up to date with developments in education
- Seek training and continuing professional development to meet needs

## Governance, accountability and working in partnership

The headteacher will:

- Understand and welcome the role of effective governance, including accepting responsibility
- Report as required to the Governing Board and the Trust Executive Headteacher
- Ensure that staff understand their professional responsibilities and are held to account
- Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties
- Work successfully with other schools and organisations
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the headteacher will carry out. The postholder may be required to do other duties appropriate to the level of the role.





## Person specification

CRITERIA	QUALITIES (E - Essential, D - Desirable)
Qualifications and training	<ul style="list-style-type: none"> <li>• Qualified teacher status (E)</li> <li>• Degree (E)</li> <li>• National professional qualification for headship (NPQH) (D)</li> <li>• Evidence of further continual development (E)</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• Successful leadership and management experience in a school (E)</li> <li>• Teaching experience (E)</li> <li>• Involvement in school self-evaluation and development planning (E)</li> <li>• Demonstrable experience of successful line management and staff development (E)</li> <li>• Track record of raising standards, managing change, leading innovations and successfully meeting challenges (E)</li> <li>• Record of effective personnel management (E)</li> <li>• Evidence of awareness of current educational practice, thinking and theory (E)</li> <li>• Successful collaboration with parents, Governors, feeder and partner schools and other organisations within the wider community (E)</li> </ul>
Skills and knowledge	<ul style="list-style-type: none"> <li>• Broad range of data analysis skills, including the ability to use data to set targets/ identify weaknesses and interpret financial data (E)</li> <li>• Understanding of high-quality teaching based on evidence, and the ability to model this for others and support others to improve (E)</li> <li>• Understanding of school finances and financial management (E)</li> <li>• Effective communication and interpersonal skills (E)</li> <li>• Ability to communicate a vision and inspire others (E)</li> <li>• Ability to build effective working relationships (E)</li> <li>• Robust ability to use a range of IT systems for school management (E)</li> </ul>
Personal qualities	<ul style="list-style-type: none"> <li>• Commitment to uphold the 7 principles of public life (the Nolan principles) at all times (E)</li> <li>• A passion for getting the best outcomes for all pupils and promoting the ethos and values of the school (E)</li> <li>• Ability to work under pressure and prioritise effectively (E)</li> <li>• Commitment to maintaining confidentiality at all times (E)</li> <li>• Commitment to safeguarding, inclusiveness and equality, ensuring that personal beliefs are not expressed in ways that exploit the position (E)</li> <li>• Excellent communication and presentation skills (E)</li> </ul>



## Notes:

This job description may be amended at any time in consultation with the postholder.

Last review date: 11th October 2021

Next review date: September 2022

Signed: Chair of Governing Board

Date: 11th October 2021

**“Thank you for your interest. We look forward to receiving your application”**

