



Aire Valley Nursery Schools Collaboration
Headteacher Recruitment Pack for
Abbey Green Nursery School and
Strong Close Nursery School
March 2018



Abbey Green Nursery School
Green Lane
Bradford BD8 8HT
West Yorkshire
Telephone: 01274722070
e-mail: office@abbeygreen.org
website www.abbeygreen.org

Strong Close Nursery School
Airedale Road
Keighley BD21 4LW
West Yorkshire
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e-mail: office@strongclose.co.uk
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Contents Page

- Letter from Chair of Governors at Abbey Green
- Letter from the Chair of Governors at Strong Close
 - Information about the Aire Valley Nursery Schools Collaboration
- Job Description and Personnel Specification
 - Copy of Advert
 - Map and Directions



Letter from Chair of Governors

Dear Applicant,

Thank you for requesting an application pack for the post of Headteacher at Strong Close Nursery School. I hope that you will find the information in the pack of interest and that you will decide to apply for the post. The position of Headteacher has arisen due to the retirement of the previous holder in summer 2017. Over that last year we have had interim arrangements in place through our collaboration with Midland Road and Abbey Green Nursery Schools. This has given us the time to evaluate where we are and where we want to go next.

Strong Close Nursery School is a special place with a long history of providing nursery education within the immediate community and beyond, everyone is valued and encouraged to succeed. Over the last few years we have had some concerns about numbers on roll but more recently this trend has changed and we are now oversubscribed and this has been helped, in part, as a result of our provision for 30 hours. It is initiatives like this that we need to seize in order to sustain our services and governors are hoping to find a headteacher who will be committed to this strategy.

With the retirement of our senior leadership team last year there were many challenges however I have been deeply impressed with the school's staff commitment to secure continued school improvement. Over the last year the Governing Body has worked closely with the interim leadership team and our membership has increased, ensuring our role in providing support and challenge has been strengthened. We are committed to ensuring that this both continues and develops further.

As a designated Early Years Special Educational Need Provision we have 30 children on roll with additional needs. These numbers have recently expanded and staff have worked hard to develop environments and review organisation in order to ensure their needs are met.

We are seeking to appoint an inspirational and strategic thinker who will help us to move the school forward ensuring that we are a vibrant place of learning. I would warmly encourage you to visit the school and to ask any questions that you may have. Please telephone Sara Crowther on 01274 546492 or email sara.crowther@midlandroad.co.uk

We hope this application pack gives you a flavour of our school and you feel as excited as we do about our future.

Yours sincerely,

Jill Gilholme (Chair of Governors)



Letter from Chair of Governors

Dear Applicant,

Thank you for requesting an application pack for the post of Headteacher at Abbey Green Nursery School. I hope that you will find the information in this pack of interest and that you will decide to apply for the post. The position of Headteacher has arisen due to the retirement of the current post holder in summer 2018. The school was inspected in July 2017 and was judged to be 'Good'.

Abbey Green Nursery School is a special place with a long history of providing nursery education within the immediate community, everyone is valued and encouraged to succeed. Over the last few years we have had some concerns about numbers on roll but we feel there is much that can be done to develop this further, for example offering a wider pattern of days and providing wrap around care for families.

We are also working hard to strengthen governance and are committed to recruiting additional members to our governing body in order to secure support and challenge.

Currently we are awaiting confirmation of our designation as an Early Years Special Educational Need Provision for 30 children on roll with additional needs. This is an exciting area of development for us and will provide a valuable service to the local community.

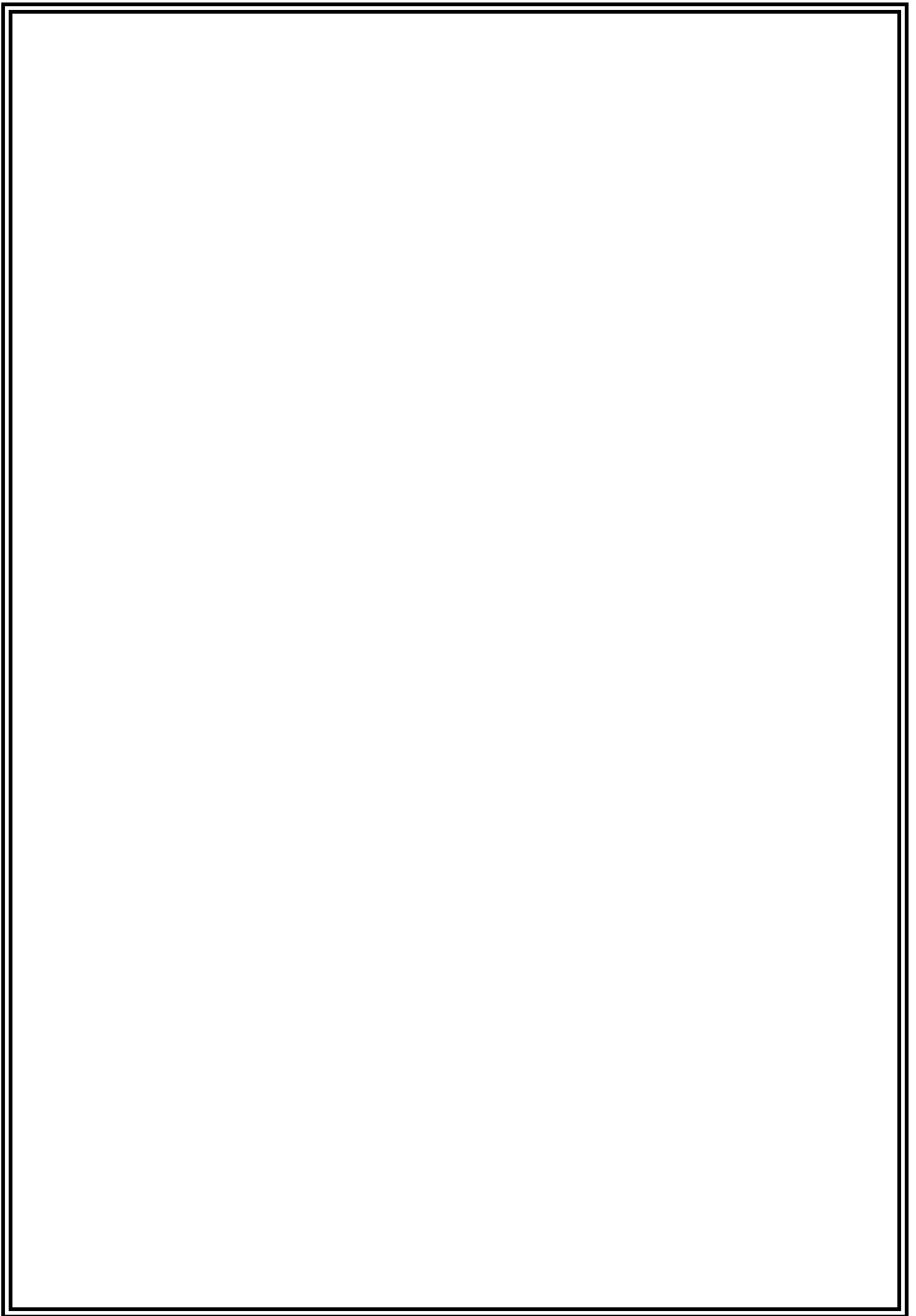
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Yours sincerely,

Khalid Mahmood (Chair of Governors)





Background Information

Aire Valley Nursery Schools Collaboration

“Most great learning happens in groups. Collaboration is the stuff of growth.”

Sir Ken Robinson

In June 2017 Abbey Green, Strong Close and Midland Road Nursery Schools entered into a collaboration. The vision for our collaboration is to:

- learn and build from the past;
- face the challenges of the future;
- secure opportunities for the future;
- aim for all 3 nursery schools to be outstanding, so families choose to bring their families to the nursery schools;
- work together on a long term strategy for sustainability and development.

In September 2017 a number of interim arrangements were put into place to support Strong Close Nursery School due to the retirement of the senior leadership team. As a result a strong partnership is now emerging with the advantages of sharing practice, training and policy development. It is envisaged and hoped that this partnership will continue to flourish and all three schools will benefit and make a unique contribution to partnership working.

Currently Strong Close is the lead agency for Airedale and Wharfedale Children’s Centre Cluster and has its own Childrens Centres services on site; Abbey Green Nursery School is a designated Childrens Centre managed by Midland Road Nursery School through the Lister Park Childrens Centre Cluster. However it is anticipated that these arrangements will change as a result of the Local Authority Early Help proposals. Despite the proposed changes, the Governors are committed to ensuring that all opportunities to develop services for children and families are identified and will seek to work with partners to continue to provide services which will support both children and their families.

In order to ensure effective transition the newly appointed Headteachers at Strong Close and Abbey Green will have the continuing support of the Headteacher at Midland Road who is a National Leader of Education, her role will also take a lead on the development of the collaboration. It is envisaged that this ‘Consultant Headteacher’ role can be shared by colleagues as the collaboration develops and strengthens.

March 2018

A word from the minister about Nursery Schools...

“The Government believes strongly in the importance and potential of the early years, and I am committed to working with the sector to move forward. I recognise the important role that maintained nursery schools play in the early years system. I very much look forward to working closely with the sector, and I am confident that we can address our shared interests and find the best way forward for maintained nursery schools and all those involved.”

Written Statement from Robert Goodwill MP, Minister of State for Children and Families, to the APPG on Nursery Schools & Nursery Classes October 2017



Job Description

Headteacher

Aire Valley Nursery Schools Collaboration

This job description should be read alongside the conditions of service for a Headteacher as set out in the School Teachers Pay and Conditions Document

Core Purpose

The Headteacher will provide the highest quality strategic leadership and management to ensure:

- the vision for the school is shared, understood and acted upon effectively by all
- every child receives an excellent quality of education and achieves the highest possible standards
- strong and effective partnerships with parents in order to support their children's learning and development
- a welcoming and safe learning environment
- the development of leadership capacity.

This will be achieved through working closely with Governors, the Senior Leadership Team within the school and across the collaboration; being accountable to the Governing Body.

Headteachers occupy an influential position in society and shape the teaching profession. Headteachers are lead professionals and significant role models within the communities they serve. The values and ambitions of the Headteacher will determine the achievement of this school and they are accountable for the education of current and future generations of children. The Headteachers leadership will have a decisive impact on the quality of teaching and children's achievements. The Headteacher will be expected to lead by example the professional conduct and practice of teachers in a way that minimises unnecessary teacher workload and leaves room for high quality continuous professional development for all staff. It is the responsibility of the Headteacher to secure a climate for the exemplary behaviour of children and set standards and expectations for high academic standards within and beyond this school, recognising differences and respecting cultural diversity within society.

The jobholder will carry out the duties of a Headteacher as set out in the current edition of the School Teachers' Pay and Conditions Document issued by the Department for Education and will fully meet the national standards for Headteachers.

This Job Description is based on the four 'Excellence As Standard' domains identified in the 2015 National standards of excellence for Headteachers. These four domains are:

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

A = Assessed at Application

I = Assessed at Interview

T = Assessed through Selection Test

Domain 1

Qualities and Knowledge

The Headteacher will:

1. Hold and articulate clear values and moral purpose, focused on providing a world-class education for the children in our school. **(A,I,T)**
2. Demonstrate optimistic personal behaviour, positive relationships and attitudes towards their children and staff, and towards parents, governors and members of the local community. **(A, I)**
3. Leading by example - with integrity, creativity, resilience, and clarity by drawing on their own scholarship, expertise and skills, and that of those around them. **(A, I)**
4. Have a determination to sustain wide, current knowledge and understanding of early year's education and school systems locally, nationally and globally, and pursue continuous professional development. **(A,I,T)**
5. Be determined to work with political and financial astuteness, to ensure that the school's vision and budget is managed and operates within a clear set of principles centred on the school's vision, with the ability to translate local and national policy into the school's context. **(A,I,T)**
6. Have the drive, commitment and ability to communicate compellingly the school's vision and drive the strategic leadership, empowering all children and staff to excel. **(A,I,T)**
7. Uphold, promote and nurture the distinctive character of our school. **(A, I)**
8. Ensure that strategic planning takes account of the diversity, values and experience of the school and its community. **(A, I)**

Domain 2

Pupils and Staff

The Headteacher will:

1. Ensure ambitious standards for all children by building a strong sense of accountability in staff for the impact of their work on children's outcomes whilst overcoming disadvantage and advancing equality. **(A,I,T)**
2. Secure excellent teaching through an analytical understanding of how young children learn and of the core features of successful early years practice and curriculum design, leading to rich curriculum opportunities and pupils' well-being. **(A,I,T)**
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. **(A,I)**
4. Create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other. **(A,I,T)**
5. Identify emerging talents, and be committed to coach current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning. **(A,I,T)**
6. Have the resolve, ability and resilience to hold all staff to account for their professional conduct and practice. **(A,I,T)**

Domain 3

Systems and Process

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. **(A,I)**
2. Provide a safe, calm and well-ordered environment for all children and staff, focused on safeguarding children and developing their exemplary behaviour in school and in the wider society. **(A,I)**
3. Establish and maintain rigorous, fair and transparent systems and measures for managing the performance of all staff and the experience of addressing any under-performance, supporting staff to improve and valuing excellent practice. **(A,I,T)**

4. Ensure the development of strong governance and support the governing board in understanding its role and delivering its functions effectively – in particular its functions to set school strategy and hold the headteacher to account for children's, staff and financial performance. **(A,I)**
5. Exercise strategic, curriculum-led financial planning in order to ensure the equitable deployment of budgets and resources, in the best interests of children's achievements and the school's sustainability. **(A,I,T)**
6. Provide the vision, commitment and ability to 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. **(A,I,T)**
7. Treats people fairly, equitably and with dignity to create and maintain a positive school culture **(I)**
8. Balance work and personal life and is considerate of the well-being of others. **(A,I)**

Domain 4

The Self-Improving School System

The Headteacher will:

1. Create an outward-facing school which works within the collaboration and with other schools and organisations - in a climate of mutual challenge - to champion best practice and secure excellent achievements for all children. **(A,I)**
2. Develop effective relationships with fellow professionals and colleagues in other public services to improve academic and social outcomes for all children. **(A,I)**
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. **(A,I,T)**
4. Provide ambition, drive and commitment to shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff. **(A,I,T)**
5. Adopt and adapt model entrepreneurial and innovative approaches to school improvement, leadership and governance, remaining confident of the vital contribution of internal and external accountability. **(A,I)**
6. Provide inspirational leadership with the ambition and character to inspire and influence others - within and beyond schools - to believe in the fundamental importance of education in young children's lives and to promote the value of education. **(A,I,T)**
7. Work out of operational hours as required in order to develop extended services as needed. **(I)**

Equal Rights

Our school is an equal rights employer. We require our governors and employees to follow our equality policies and to follow all statutory requirements concerning age, race, religious, sex, sexual orientation and disability discrimination. We respect and protect the rights of people with disabilities both in terms of equal opportunity for employment and access to the school's services.

Job Sharing

Job Share applicants are welcome to apply for all full-time posts unless otherwise stated in the advertisement.

Disabled Applicants

Disabled applicants are guaranteed an interview if they meet the essential requirements of the Personnel Specification. As an equal rights employer our school is committed to make any necessary reasonable adjustments to the selection process, the job role and the working environment that would enable access to employment opportunities for disabled people. Where a disabled applicant is being assessed the selection panel's decisions will be based on an assessment of that person's expected capabilities once reasonable adjustments have been made.

Person Specification: Headteacher

Qualifications	Essential	Desired	Evidence Base	Relevant Application Form Section
Qualified Teacher Status (QTS) First degree or equivalent	✓		A*/I/R	Qualifications
Evidence of further qualifications welcomed e.g. Masters degree, other studies		✓	A/I/R	Qualifications
Professional Experience and Development	Essential	Desired	Evidence Base	Relevant Application Form Section
Evidence of successful strategic leadership within a school environment	✓		A*/I/R	Q&K
Operational management of early years teams and provision	✓		A*/I/R	Q&K
Evidence of forming excellent relationships with parents, governors and other stakeholders	✓		A/I/R	Q&K
Capable of managing and delivering an SLT providing high quality leadership and accountability	✓		A/I/R	Q&K
Experience of working with and meeting the needs of children in early years from a wide range of abilities	✓		A*/I/R	P&S
Experience of delivering training/development and helping to assess and co-ordinate the relevant and required professional development of colleagues	✓		A*/I	P&S
Experience of monitoring, involvement in school self-evaluation/external audits and planning for improvement in order to raise achievement	✓		A*/I/R	S&P
Proven track record of delivering successful performance management and of ensuring the right staff are on board	✓		A/I/R	S&P
Clear understanding of financial procedures in schools and ability to successfully manage a budget	✓		A/I/R	S&P
Possess current working knowledge and experience of effectively supporting and developing pupils on the SEN register	✓		A/I	S&P
Experience of providing energetic and visionary leadership and promoting innovation and best practice	✓		A/I/R	SIS
Evidence of continuous professional development including evidence of training in leadership and management e.g. NPQH, LfTM/Leadership pathways	✓		A/I	PD

Knowledge and Skills	Essential	Desired	Evidence Base	Relevant Application Form Section
Knowledge and insight into effective strategies for school leadership	✓		I/R	Q&K
A knowledge of current educational initiatives, their wider implications and an understanding of how best to translate them into actions to harvest their potential for enhancing children's achievement and enjoyment of learning.	✓		A/I/R	Q&K
Has the ability to formulate and communicate a clear strategy and vision for raising children's achievement	✓		A*/I	Q&K
Excellent personal ICT skills and a wider understanding of their use to support learning, management and administration	✓		A/I	Q&K
A comprehensive understanding of the current statutory requirements, procedures and working practices for safeguarding children and the ability to make informed decisions in children's best interests	✓		A/I/R	Q&K
An in-depth understanding of the Early Years Foundation Stage and relevant research and practice	✓		A/I/R	Q&K
An excellent understanding of what constitutes successful learning and the ability to promote the most effective teaching strategies to bring this about	✓		A/I/R	P&S
Expertise in the use of data to track progress to inform teaching and intervention planning in order to ensure all children's needs are met	✓		A*/I/R	S&P
Experience of ensuring that a safe, stimulating and attractive learning environment for staff and children is created and maintained	✓		A*/I/R	S&P
Ability to put in place effective communication mechanisms with the Governing Body to ensure that the governors are provided with the information they need to meet their responsibilities	✓		A/I/R	S&P
Knowledge and understanding of leading and ensuring the implementation of an imaginative and creative curriculum	✓		A/I/R	SIS
Experience of negotiation with key stakeholders/partners and consultation with parents to deliver improved outcomes for children	✓		A*/I/R	SIS
Able to effectively manage 3 rd party services to ensure we are getting great quality and best value for our children and staff e.g. SEN support services, providers of wider curriculum support, buildings and ICT etc.	✓		A/R	SIS

Aire Valley Nursery Schools Collaboration

ADVERT MARCH 2018



“Most great learning happens in groups. Collaboration is the stuff of growth.”

Sir Ken Robinson

Post 1 Headteacher Abbey Green Nursery School	Post 2 Headteacher Strong Close Nursery School
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To start from September 2018

Salary L10 - L14

Due to the retirement of previous and current post holders the Governing Bodies of Abbey Green Nursery School and Strong Close Nursery School are seeking to appoint 2 exceptional early years senior leaders for the posts of Headteacher from September 2018.

This is an exciting opportunity to help shape the future direction of these Nursery Schools in Bradford. Strong Close and Abbey Green have recently established a collaboration with Midland Road Nursery School and together we are seeking to secure the long tradition of our work with young children and families, whilst further developing our services in order to secure school improvement. We work closely with the 4 other Nursery Schools in Bradford and have recently embarked on more rigorous support and challenge through a system of Peer Reviews.

Both schools are well established in their local communities, and have been consistently graded as Good at OFSTED. Strong Close is a designated Early Years SEND school and in current Local Authority proposals it is anticipated that Abbey Green will have the same resource. However, as with all sectors, these are challenging times with proposed changes to Children's Centres and the review of national funding formulas – so we need leaders who are able to meet these challenges with a commitment to seeking out and embracing all opportunities to secure the very best outcomes for young children and their families.

Applicants are invited to express a preference for both or either schools.

We are seeking 2 passionate, creative and experienced early years leaders who:

- Have a deep understanding of young children's learning and development and the part that families play in this
- Have experience of senior leadership and of developing a highly effective early years curriculum which secures the very best outcomes for children
- Can demonstrate their commitment to working in partnership with parents/carers

- Are highly motivated and able to support and inspire practitioners to secure change and improvement
- Who seek out collaborative approaches to working in all aspects of their work
- Have a respect for all children and families embracing the diversity of our city
- Are committed to collaboration and seek to work towards outstanding practice in all schools.

We can offer:

- Schools where the joy of teaching and learning is visible every day
- Experienced and dedicated practitioners who put children at the heart of everything they do
- The support of a consultant headteacher (a National Leader of Education) through Midland Road Nursery School
- Excellent support from our Governing Bodies, with an understanding of the unique role of nursery schools and a strong commitment to securing their future
- The opportunity to share practice as part of a commitment to support the Early Years sector.

Pre-application visits by prospective candidates are strongly encouraged – dates for these are given below.

To arrange a visit please contact Sara Crowther sara.crowther@midlandroad.co.uk 01274-546492

Interested candidates are requested to apply online for this post.

To download the job details and apply - please visit www.prospectsonline.co.uk

Visit Days:

Abbey Green Nursery School Tuesday 27th March

Strong Close Nursery School Wednesday 28th March 2018 at 4.00pm

Closing Date: Sunday 15th April 2018

Shortlisting: Wednesday 18th April 2018

Assessment Day: Wednesday 25th April 2018

Final Interview for Successful 2nd Stage Candidates: Thursday 26th April 2018

We are committed to safeguarding and promoting the welfare of children

All posts are subject to an enhanced DBS check

Proof of eligibility to work in the UK will be required

Please note: CV's are not accepted

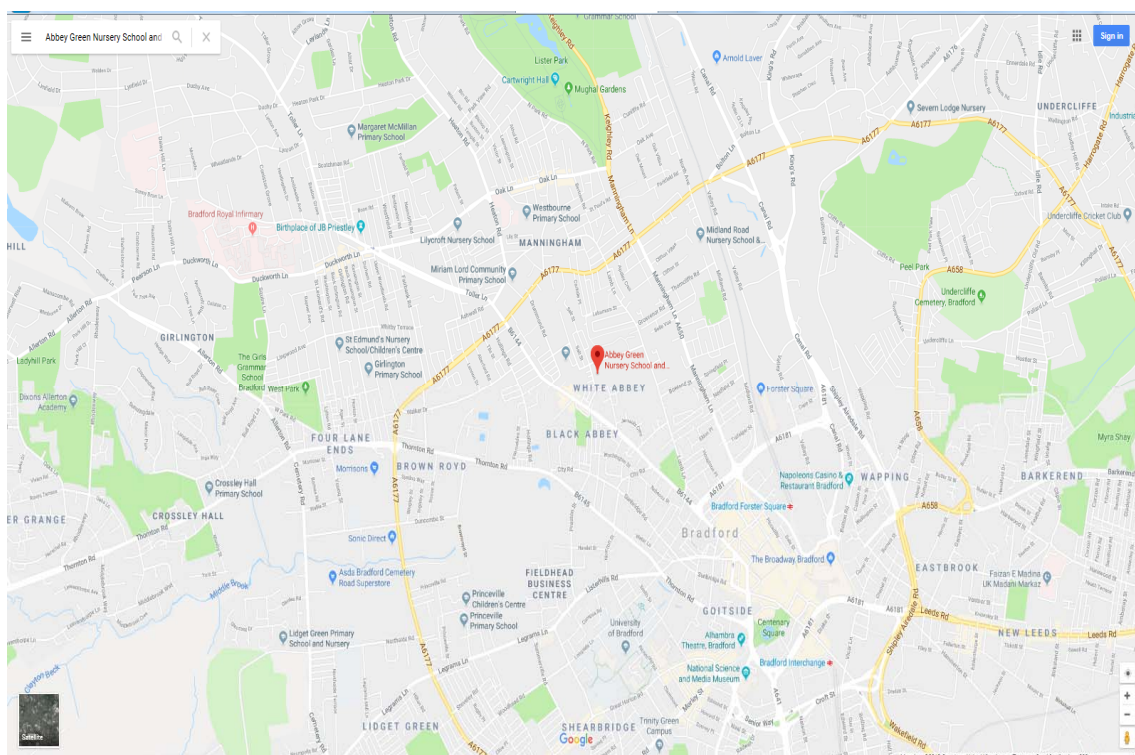


Abbey Green

Nursery School and Children's Centre

All Different, All Special, All Equal

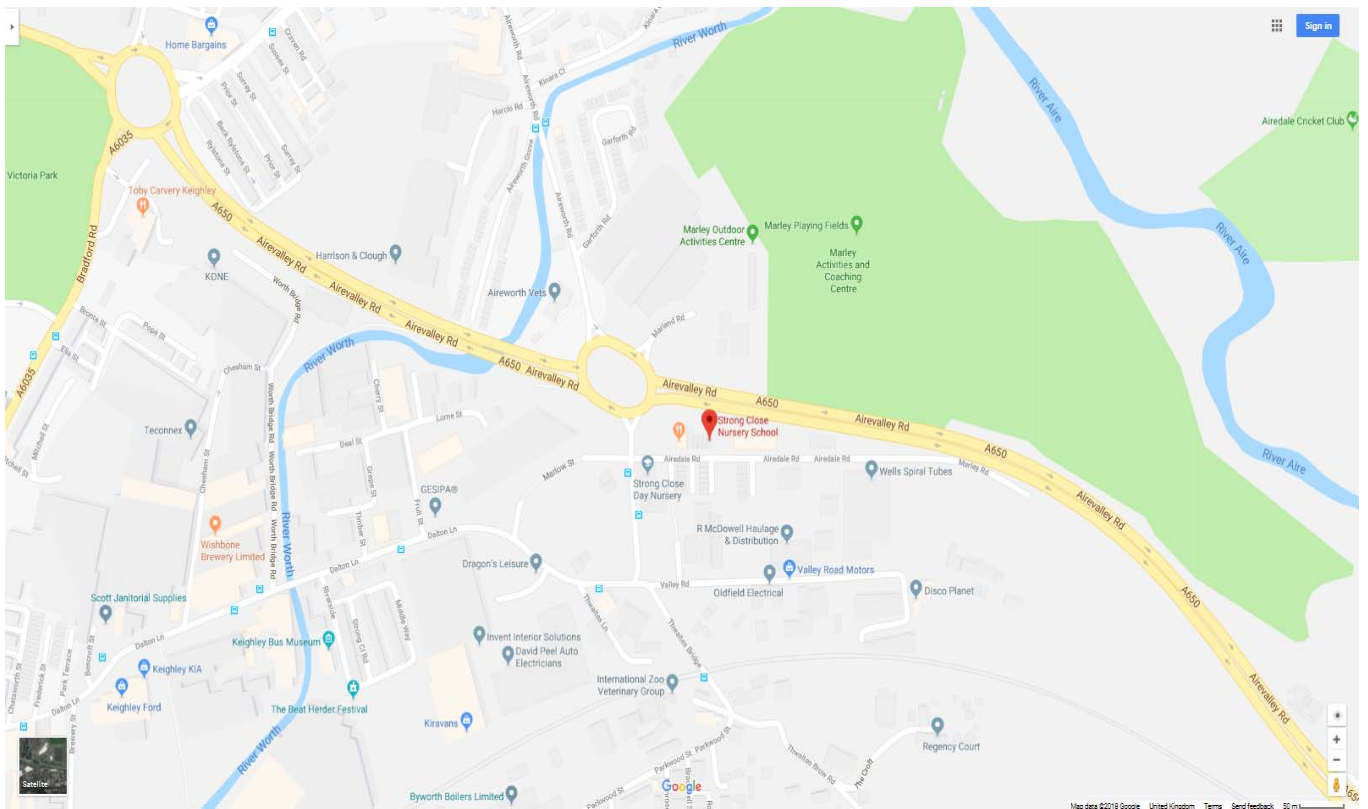
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