



Headteacher

Larkswood Primary Academy, Waltham Forest, London
(Inner London Pay Scale)

The Lime Trust is looking to appoint a Headteacher with a proven track record of exceptional work to take our flagship school, Larkswood Primary Academy, forward.

Please call Lynne Harrowell, CEO, Lime Trust, to arrange a visit and discuss this role on 07866 454 726.

Salary: L30 – L36 with inner London weighting and possible uplift for an exceptional candidate

Closing date: 20 February 2017

Shortlisting: 24 February 2017 (Midday)

Interviews: 6 March 2017

Job starts: 1 September 2017



At the Lime Trust we believe that the key to any school's success is to be outward facing and continuously looking for ways to become brilliant.

Larkwood Primary Academy is a lively and diverse three-form entry primary school with nursery located in the London Borough of Waltham Forest, a thriving, vibrant community on the Epping Forest borders.

With a modern building, outstanding facilities and a team of innovative, experienced and dedicated staff, Larkwood Primary Academy offers an exciting opportunity for an experienced leader to develop their career.

We are an expanding, pioneering and values-driven trust that believes in building capacity and expertise from within to make sure that we provide an outstanding service and excellent value to schools within our Trust and as part of our school to school support programme.

We would like to hear from you, if you:-

- Wish to join a dynamic team
- Are an excellent practitioner and leader of learning
- Are energised by opportunities to develop and share your practice
- Are an ambitious leader and have a commitment to continued professional learning

The successful individuals will have:

- A positive can do attitude with a track record of success
- A commitment to driving standards of performance
- Excellent communication and organisational skills
- Resilience, humour and a sense of purpose

We offer:

- Inner London Weighting
- Mac laptop
- An experienced Board
- A Chief Executive who is committed to the successful future of the Trust
- A supportive working environment where talents are valued and nurtured
- Opportunities to develop and a commitment to continuing professional learning

Please call Lynne Harrowell, CEO, Lime Trust, who would be delighted to tell you more about this role - 07866 454 726.

Completed applications should be sent by email to Claire Keefe, hr@limetrust.london

We are committed to safeguarding and promoting the welfare of children and expect all staff to share this commitment. The Lime Trust is an Equal Opportunity Employer.





Headteacher

Applicant Pack

- School: Larkwood Primary Academy, New Road, Chingford E4 7AT.
- Salary: L30 – L36 with inner London weighting and possible uplift for an exceptional candidate
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The Lime Trust has a clear moral
purpose
'putting children first'.

This is simply to place pupils' learning and well-being at the centre of
all that we do.

Job Description:

SCHOOL: Larkwood Primary Academy

PAY RANGE: ISR for 3 Form Entry School

ACCOUNTABLE TO: The CEO and Lime Trust Board

Job Purpose

Headteachers 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 staff. They secure a climate for the exemplary behaviour of pupils. They set standards and expectations for high academic standards within and beyond their own schools, recognising differences and respecting cultural diversity within contemporary Britain. Headteachers, together with those responsible for governance, are guardians of the nation's schools.

Areas of Responsibility and Key Tasks

Qualities and knowledge: to

1. Hold and articulate clear values and moral purpose, focused on providing a world- class education for the pupils they serve.
2. Demonstrate optimistic personal behaviour, positive relationships and attitudes towards their pupils and staff, and towards parents, governors and members of the local 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.
5. Work with political and financial astuteness, within a clear set of principles centred on the school's 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.

Pupils and staff: to

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.
3. Establish an educational culture of 'open classrooms' as a basis for sharing best practice within and between schools, particularly within The Lime Trust, drawing on and conducting relevant research and robust data analysis.
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.
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.

"Education is the most powerful weapon, which you can use to change the world." Nelson Mandela

Systems and process: to

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.
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 Lime Trust Board and local 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 and the school's sustainability.
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.

The self-improving school system: to

1. Create an outward-facing school which works with other schools and organisations, particularly within The Lime Trust – 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. 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.

Conditions of Employment

This post is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document, the 1998 School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation.

Review and Amendment

This job description may be amended at any time following discussion between the Headteacher and member of staff, and will be reviewed annually

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

"If you do not know how to ask the right question you discover nothing." W. Edward Deming

Person Specification

HEADTEACHER		Essential/ Desirable	Shortlist	Interview	Task
Qualifications skills and experience	Appropriate degree qualification	E	✓		
	NPQH or further professional qualification	D	✓		
	Successful experience as a senior leader in a multicultural setting	E	✓	✓	✓
	Effective interpersonal, communication and presentation skills; both written and oral; including IT skills	E	✓	✓	✓
	Ability to manage time well and work under pressure to deadlines	E	✓	✓	✓
Qualities and Knowledge	Ability to provide clear educational direction with a moral purpose and lead by example	E	✓	✓	✓
	Ability to form and maintain appropriate professional relationships with children and young people	E	✓	✓	
	Understanding of and strong commitment to safeguarding and child protection	E	✓	✓	
	Successful experience of creating and maintaining effective partnerships with parents and the community, and fellow professionals	E	✓	✓	
Pupils and Staff	Ability to lead, manage and motivate the whole school community	E	✓	✓	✓
	Understanding of the principles of effective teaching and learning and the ability to promote a culture of learning throughout the school	E	✓	✓	
	Successful experience of monitoring, evaluating and pursuing excellence in teaching and learning, holding staff to account	E	✓	✓	
	Ability to create and maintain an environment which promotes good behaviour, discipline and celebrates success, reducing inequalities and promoting social inclusion	E	✓	✓	
	Understanding of the role and impact of assessment in children's learning	E	✓	✓	
Systems and process	Ability to work in partnership with the governing body	E	✓	✓	
	Ability to collect, analyse and use data on pupils' progress and performance to raise standards, using appropriate systems including ICT	E	✓	✓	
	Ability through strategic financial planning to manage all available resources, ensuring best value	E	✓	✓	
The self- improving school	Ability to imagine and share a powerful strategic vision for the direction of the school	E	✓	✓	✓
	Successful experience of leading and managing quality assured professional development activities; to lead and manage change	E	✓	✓	

"Continuous improvement is better than delayed perfection" Mark Twain

Further Information

We are incredibly proud of the schools in our trust and warmly welcome visits.

Please call Lynne Harrowell, CEO, Lime Trust, to arrange a visit and discuss this role on 07866 454 726

Email completed applications to claire.keefe@limetrust.london

www.limetrust.london

