



Small, Special, Successful

Selattyn C of E Primary School

Head Teacher Recruitment Pack

February 2022

01691 659744 | www.selattyn.shropshire.sch.uk

Glyn Road, Selattyn, Oswestry, Shropshire, SY10 7DH



"Pupils enjoy coming to this small and friendly village school. Pupils are safe, happy and successful. "

Ofsted November 2019

"Leaders are ambitious for everyone. They, and their staff, listen to pupils with care. Staff know how to help pupils flourish, including those who have difficulties. "

Ofsted November 2019



Dear Applicant,

Following the announcement to retire from our current Headteacher, an exciting opportunity has arisen to lead our successful primary school. We are looking for an enthusiastic and inspiring leader who will build on the school's many strengths, and values, to take Selattyn C of E school to its next stage of development.

The governors are extremely proud of our school and the children who attend. We strive to provide an excellent learning environment where children and staff all feel happy, safe and supported and children are enabled to achieve their full potential. We are proud of our ethos and our place in the wider community as a fully inclusive primary school with a very good reputation within the locality.

The school's ethos is central to its success and prioritises respect and personal development as a means of enabling the individual child to flourish. Our unique setting and nurturing environment are why many families choose our school from outside our catchment area.

We have experienced and dedicated teachers, teaching assistants and support staff, all of whom are valued members of the team and they are encouraged and supported to share ideas to improve our school further, helping everyone to grow and develop.

The school is surrounded by countryside and fields, and it occupies a very enviable position in a truly beautiful, rural area. The school benefits from being set on a large rural site with many opportunities for children to access the outdoors, which they always enjoy. Our unique environment is used throughout the year to enrich our curriculum.

We are a dedicated team of Governors who are committed in supporting the Headteacher and staff to provide the best for all stakeholders.

On behalf of the Governors and the community at Selattyn C of E Primary School, I would like to thank you for your interest in applying for the Headship at our school. The enclosed information should provide you with a good understanding of our school and the type of person we are looking for, but I would strongly encourage you to visit the school. If you like what you see and believe you can lead our school's exciting next phase of development, then we look forward to receiving your application.

Sarah Samson

Chair of Governors
Selattyn C of E Primary School





About Us

Selattyn C of E Primary School is an extremely popular small school, with an overriding Family Ethos.

It is a unique, rural school situated in the village of Selattyn with close ties to the village church and community.

At present there are 92 pupils on role, who come from a range of socio-economic backgrounds. Amongst our pupils, we have several who have chosen us for our nurturing learning environment, strong pastoral care, consistent outstanding behaviour, thoughtful promotion of spiritual, moral, social and cultural development, Christian values, respectful family ethos and sense of security that our small school provides.

We are fully committed to inclusion, with mixed age classes and periodic vertical-based learning in our school families; allowing us a flexible, challenging, and positive environment with a strong emphasis on physical and mental well-being, enabling all pupils to thrive and realise their potential in the fullest sense.

Mission Statement

Selattyn Church of England School takes pride in being a small, special, successful family with an overriding, caring Christian ethos.

Christian values run as a thread through our learning and teaching, and collective worship forms an important part of our daily life.

We nurture and utilise our unique rural environment, and draw from and contribute to our local community and church.

We believe in the realisation of each individual's true potential, regardless of their ability or social background, through their personalised learning and spiritual journey with an onus on making education exciting and fun.

We aim to develop a culture of true inclusion and diversity where all individuals are proud of their identity and are able to participate fully in school life.



Our Aims

- To provide an inclusive Christian learning environment where every child feels happy, secure, valued and suitably challenged
- To ensure children are aware of God's environment in which they live and learn
- To maximise the potential of every individual with an acceptance and realisation that each child's abilities, capabilities, aptitudes and needs are different
- To ensure equality of educational opportunity for all children and adults in the school
- To promote the spiritual, moral, cultural, mental, social and physical development of every child within school
- To promote a culture of high standards and expectations through all aspects of school life
- To encourage independence and self motivation and help children develop lively and enquiring minds
- To model and nurture a culture of respect for each other and ourselves and give children the responsibility for their own behaviour
- To promote enjoyment of and high standards and expectations in numeracy, literacy, sciences, humanities, physical activities and the arts
- To foster links with the local and wider communities and explore the benefits of shared initiatives and expertise
- To live and learn within the family atmosphere that lies at the heart of our small village school.



What Ofsted said about us ...

We were rated as a “good” school by Ofsted in November 2019.

[You can read the full Ofsted report here](#)



"Leaders are ambitious for everyone. They, and their staff, listen to pupils with care. Staff know how to help pupils flourish, including those who have difficulties. "

"A family feel to the school makes it a welcoming community. The 'respect' rule binds the school together. The school is tolerant and inclusive. Pupils whose behaviour was challenging elsewhere succeed here. A strength of the school is the way it helps pupils to become rounded individuals."

"Pupils enjoy coming to this small and friendly village school. Pupils are safe, happy and successful. "

Other School Activities

School offers many activities which enhance the curriculum and children’s learning, and support the wider community. Many activities were paused due to COVID and some are still to get fully up and running.

Some of the activities regularly part of school life are:

- Local Curriculum days – run over 2.5 days a term with children working in mixed age family groups. Children take part in activities including forest school, healthy living / sports, orienteering, rights for life, gardening. These days take advantage of our large, rural site and are always very popular.
- Little Badgers, our weekly parent / carer and toddler group.
- Active and well-supported PTA who have raised significant funds to support the school.
- After school sports clubs provided by an outside Sports coach.
- Christmas service in the village Church and Summer Production which includes all school children.
- Pupils from Class 4 are regularly invited to Moreton Hall School as part of their schools' creative arts programme.
- Involvement in activities at St Martins School, our feeder secondary school.
- Participation in sports activities with other local schools.
- Peripatetic piano & guitar lessons.
- Swimming for pupils in years 5 & 6





Our Christian Ethos

We believe in a whole school approach that encourages an integrated 'family' atmosphere throughout the school. This is sustained by all members of our community being genuinely interested in the welfare of each other and each child knowing that there is always a sympathetic companion nearby, adult or child. We believe we are family, God's family and that in His care and with His guidance we will flourish and grow together.

This 'family' atmosphere is also promoted by the willingness of all children to assist and care for each other; to share in each other's concerns and successes so that the whole community develops together in an atmosphere of friendly, mutual co-operation.

We aim to develop every individual to their full potential, through the encouragement of high standards and high expectations. We aim to offer a broad, balanced and creative curriculum and to foster in our children a love and enjoyment of learning and respect for and an understanding of God's world in which they live.

Through all activities we promote independence, understanding, forgiveness, co-operation, initiative, perseverance, and self-discipline.



What SIAMS said about us

We were rated as an "Outstanding" Christian school by SIAMS in April of 2016.

[You can read our full report here](#)



"The chosen Christian values, notably the value of respect, are threaded seamlessly through the life of the school. As a result, the values enable all ages and abilities to have positive behaviour for learning so progress is secured and standards are high."

"Christian values have a significant impact on the learning outcomes, personal development and well-being of all ages and abilities."

"The school's special 'local curriculum' provides excellent creative activities both indoors and outside. These curriculum days are rich in opportunities for spiritual development."



What our children say they would like their new Headteacher to be...

"A new head needs to be supportive and fair"

"This school needs someone who is always kind, caring and prepared to listen"

"It would be great to have someone resilient and positive"

"Creative with ideas and be understanding when things have gone wrong"

"A good head needs to be open minded and have a good sense of humour"

"A new head needs to be supportive, always encouraging people to do the best they can."

"This schools needs someone who understands who we are and how we are feeling"

"Kind"

"Happy"

"Knows our names"

"They must believe in equality for all and help people achieve their dreams"

"Welcoming"





Key School Information

Key School Information	
Type of School	Church of England Voluntary Controlled Primary School
Age Range	4 – 11
Location	Selattyn, Oswestry, SY10 7DH
Budget	Healthy financial position
Number of Teaching Staff and Assistants	4 teachers (including part-time), 6 teaching assistants, contracted sports coach, 1 SENCO
Number of children on role	92
PAN	13
% of children on SEND Register	13.04%
% of children eligible for FSM	6.52%
Attendance 2020/2021	98.32%

Further information can be found on:

[Selattyn C of E Primary School - GOV.UK \(get-information-schools.service.gov.uk\)](https://www.gov.uk/get-information-schools/service.gov.uk)

Class Organisation

There are 4 classes in the school in the following configuration:

Class	Age Range	Teacher	Teaching Assistant
Class 1W	Reception	Miss M Ward	Ms L Morris / Ms W Brookes -Jones
Class 2B	Years 1 & 2	Mrs H Betts	Mrs S Orritt Mr M Smaje (HLTA)
Class 3PH	Years 3 & 4	Mrs S Hardacre (Mon, Tues) Mr D Patch (Wed, Thurs, Fri)	Mrs M Lloyd
Class 4M	Years 5 & 6	Head Teacher Mrs S Hardacre (1 day)	Mrs H Haralambous (HLTA)
		HT release = 2 days	
		Mr M Smaje	SENCO from September 2022

For further information on the school, please see our school website: www.selattyn.shropshire.sch.uk



School Performance Data

Figures based on 2019 Performance data (Last published data)

Progress score in reading, writing and maths ?

Reading

Average

3.9

[Show score details](#)

Writing

Average

1.7

[Show score details](#)

Maths

Average

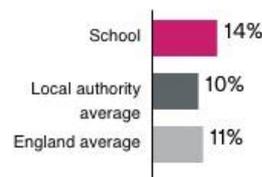
3.3

[Show score details](#)

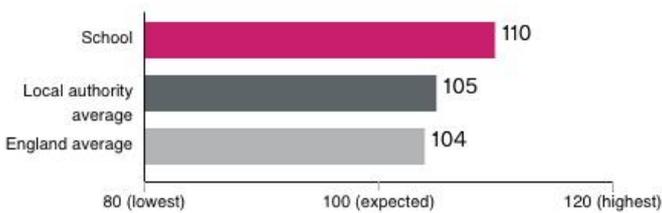
Pupils meeting expected standard in reading, writing and maths ?



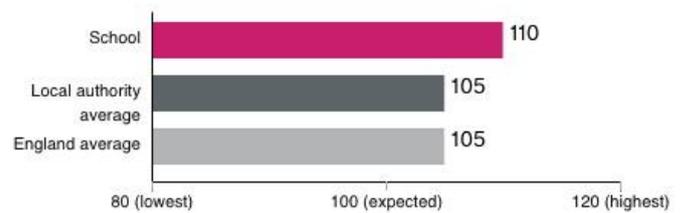
Pupils achieving at a higher standard in reading, writing and maths ?



Average score in reading ?



Average score in maths ?



Further performance data can be found at:

<https://www.compare-school-performance.service.gov.uk/school/123499/selattyn-cofe-primary-school/primary>



Primary Education in Shropshire

Shropshire is the largest inland county, bordered by Wales, Worcestershire, Herefordshire, Telford and Wrekin, the West Midlands, Staffordshire and Cheshire. It is a county of interesting variety of character and landscape, from sparsely populated agricultural areas to the County Town of Shrewsbury. It offers a wide range of places in which to live and work and easy access via the M54, A5, M6 and rail to the rest of England, Scotland and Wales.

The Administrative Centre of the Council and support to schools is based at the Shirehall, located within Shrewsbury. The Executive Director, Tanya Miles, leads the provision of support to schools which offers a full range of services to primary schools and their parents, pupils, Governors and staff in line with Development Plans.

The Local Authority's policy is that the school curriculum should help all pupils to:

- enjoy learning and perceive education as a life-long process;
- develop the attitude, understanding and skills necessary, now and in the future, to exercise independence and initiative and to work, participate and thrive in a democratic society;
- to fully involve pupils in each of the following areas of learning and experience in all years:
 - aesthetic and creative; mathematical; scientific; human and social; moral; spiritual; linguistic and literacy; physical; technical.
- develop lively, enquiring minds and the ability to:
 - find and use information
 - question and debate rationally
 - apply understanding and skills in order to address issues, solve problems and carry out practical tasks
- develop worthwhile personal values and attitudes, including good manners and respect for others, and gain a clear understanding of the ways of life of other people and other cultures;
- understand the world in which they live and the interdependence of individuals, groups and nations;
- develop appreciation and concern for the environment;
- work co-operatively with others, including developing confidence and respect in relating to adults;
- develop self-reliance and the ability to learn independently.



Job Description

Job Role: Headteacher, including 3-day teaching commitment

Reviewed during the Headteachers performance management.
Accountable to the Governing Body.

Job details

Salary: Group 1 - L6 – L13 (£47,735 – £56,721) (potential for higher salary dependent on qualifications and experience, subject to negotiation)

Hours: Full-time including 3 day teaching commitment (reviewable in the context of pupil numbers and budget)

Reporting to: Governing Body

Responsible for: All staff employed at the school, including volunteers

Pension: Details about the Teachers' Scheme may be obtained from Teachers' Pensions -
<https://www.teacherspensions.co.uk/>

Unless notification to the contrary is given it will be assumed that as a full-time employee the successful candidate will contribute to the Teachers' Scheme.

Main purpose

The headteacher will:

- Fulfil duties as set out in the [School Teachers' Pay and Conditions Document](#) relating to the Conditions of Employment of Headteacher and in line with the [National Standards of Excellence for Headteachers 2015](#)
- Sustain and further develop the school's ethos, Christian distinctiveness, 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
- As Designated Safeguarding Lead take lead responsibility for all safeguarding and child protection in accordance with Keeping Children Safe in Education.

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:



- Ensure all children are treated as individuals and are inspired in their learning, whatever their needs, to fulfil their potential through the expectation of high standards of achievement
- Through excellent interpersonal and communication skills, inspire and lead a team of staff and governors on all aspects of the school's work, creating a shared learning culture and a vibrant curriculum
- Enhance the existing culture where children are eager to learn and care for each other and they 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.

Teaching, curriculum and assessment

The headteacher will:

- Be an exemplary quality-first teacher, prepared to teach across the primary range
- 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
- Ensure the use of evidence-informed approaches to reading so that all pupils are taught to read.

Additional and special educational needs (SEN) and disabilities

The headteacher will:

- Promote and enhance the existing fully inclusive 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 and as Designated Safeguarding Lead (DSL)
- Take responsibility for keeping up to date about national safeguarding requirements
- Ensure appropriate Child Protection Plans are developed and regularly reviewed for detail and monitor achievement
- Manage staff well with due attention to workload
- Ensure rigorous approaches to identifying, managing, and mitigating risk



- Manage and organise the school estate efficiently and effectively to ensure that it meets the needs of the curriculum, and health and safety requirements

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
- 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
- Report to Chair of Governors through regular meetings and attend Full Governing Body and committee meetings as required

Other areas of responsibility

- Ensure that Little Badgers (Parent / Carer & toddler group) is run with the same school ethos and vision and follows all school safeguarding policies.

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.

The post is subject to:

- The terms and conditions for teachers as set out in the School Teachers' Pay and Conditions Act 1991 and any orders made under it;
- The other terms and conditions set out in the various national collective agreements in force from time to time;
- The Local Authority's Rules and Conditions including any local agreement entered into with recognised trade unions;
- Statutory regulations regarding the governance and management of schools as prescribed in the Schools Standards and Framework Act;
- The conditions set out in the Job Description and in the letter of appointment.



Person Specification

Criteria	Essential	Desirable
Qualifications and Experience		
Qualified teacher status	X	
Degree	X	
National professional qualification for headship (NPQH) or willingness to undertake		X
Completion of appropriate Child Protection Training or Designated Safeguarding Lead training	X	
Continued professional development		X
Experience		
Significant experience at least as a senior leader or deputy in a primary school		X
Successful teaching experience as a class teacher working with pupils across the primary age range and able to model best classroom practise	X	
Involvement in school self-evaluation and development planning		X
Experience of successfully managing challenging conversations		X
Experience of managing change successfully		X
Skills and Knowledge		
Ability to develop flexible and effective approaches to learning and teaching which will lead to continuing high standards within the government framework	X	
An understanding of small primary school context and how to ensure quality first teaching in mixed year group classes		X
The ability to use school data to identify weaknesses and set targets to raise standards	X	
Understanding of high-quality teaching based on evidence, and the ability to model this for others and support others to improve		X
Understanding of school finances and the ability to manage school budgets to meet the strategic aims of the school		X
Effective communication and interpersonal skills and the ability to understand the views of others	X	
Ability to communicate a vision and inspire others	X	
Ability to build effective working relationships	X	
Understanding of SEND code of practise and how to create a fully inclusive learning environment		X
Personal Qualities		
Ability to inspire and influence people, inspire, challenge, motivate and empower others	X	
A commitment to getting the best outcomes for ALL pupils and promoting the ethos and values of the school	X	
Ability to work under pressure and prioritise effectively	X	
Commitment to maintaining confidentiality at all times	X	
Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position	X	
Commitment to promoting the Christian vision and ethos of a C of E School	X	
Energy, resilience, humour, and perseverance	X	
Commitment to uphold the 7 principles of public life (the Nolan principles) at all times to safeguard the reputation of the school	X	



The application / Interview process

We encourage you to come and visit us and see our school for yourself and see what makes our school unique and special.

Visits are by appointment only; on Tuesday and Thursday afternoons 1:30pm – 3:00pm, or Fridays after school 3:45pm – 5:00pm.

Please call reception on 01691 659744 to book an appointment.

The closing date for applications is **Friday 18th March 2022**

(The application form should be completed – CVs are not accepted. Applications should be received by 4pm on Friday 18th March. Emailed applications should be sent to resourcing@shropshire.gov.uk; posted applications to Employment Services, Shropshire Council, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND).

Our shortlisting day will be on **Monday 28th March 2022**

Interviews will take place on **Thursday April 7th 2022**

Reference checks are made prior to interview

The school is committed to safeguarding and promoting the welfare of its children and expects all staff and volunteers to share this commitment. All appointments are subject to an enhanced Disclosure and Barring Service (DBS) check.

All Teaching posts are subject to the Asylum and Immigration Act requirements.

The School's HR Officer, Linda Gladman, may be contacted regarding any queries; telephone (01743) 252458; linda.gladman@shropshire.gov.uk

Shropshire Council is an Equal Opportunities Employer. Applications are welcome from suitably qualified candidates regardless of race, colour, nationality, ethnic or national origin, age, marital status, sex, sexual orientation or disability.