

Durley CE Primary School

Headteacher Information Pack

Love - Respect - Forgiveness

Welcome from the Chair of Governors

Thank you for your interest in the role of Headteacher at Durley CE Primary School. As Chair of Governors, I am delighted to introduce you to our wonderful school and the opportunity to lead a dedicated team in a warm and welcoming community.

There has been a school on this site in Durley for over 200 years and it remains deeply rooted in the local community. I love that many of our pupils are following in the footsteps of their parents or even grandparents who were once former pupils. Durley Primary School is a small but thriving Church of England school with a strong vision at its heart. We pride ourselves on our nurturing environment, where every child is valued, supported, and encouraged to reach their full potential. Our staff, parents, and governors work closely together to ensure that we provide a high-quality education that equips our pupils with the skills to thrive in an ever-changing world.

We are looking for an inspiring leader who shares our vision and commitment to excellence, inclusion, and the Christian ethos that underpins our school. You will have the opportunity to build on our successes, drive continuous improvement, and shape the future for the benefit of our children and the wider community.

We warmly welcome visits to the school, as we believe that experiencing our unique atmosphere first hand will give you a true sense of what makes our school so special. If you have any questions or would like to arrange a visit, please do not hesitate to get in touch. We look forward to receiving your application and learning more about how you can contribute to our school's bright future.

Yours sincerely
Jennifer Carkeet
Chair of Governors

Values and Vision

At the heart of our school family, underpinned by our core Christian values of Love, Respect and Forgiveness, we aim to provide more than an education. These values will permeate and shape our relationships with one another, and the family community of Durley School, in everything we do.

We aspire to build a welcoming community where every child is valued, supported and known as an individual, having been provided with an education which has nurtured and inspired their minds, hearts and character. In providing a high-quality education, every child will be encouraged to reflect the school's ethos of mutual respect and a love of learning which will enable children to drive their own future.

We take pride in seeing our pupils leave Durley School as compassionate, curious, responsible citizens who become pillars of our community and able to make a positive contribution in our ever-changing world.

Love - Respect - Forgiveness



The Dioceses of Portsmouth & Winchester

Diocesan Board of Education

Within the Dioceses of Portsmouth and Winchester there are 153 schools with links to the Church of England. Consisting of 86 Voluntary Controlled, 49 Voluntary Aided, 1 Foundation, 2 Joint Anglican and Roman Catholic, 6 Academies, 11 Affiliated, 7 Federated Schools and 32 Independent Church Schools. These are spread across six local authority areas, Bournemouth, Dorset, Hampshire, Southampton, Portsmouth and the Isle of Wight.

The Bishops of Portsmouth and Winchester encourage Church school Headteachers and governing bodies to consider carefully, with parish clergy and parochial church councils, matters relating to the spiritual, moral, social and cultural development, ethos, worship, religious education and the partnership between school and parish.

The Diocesan Board of Education and its staff support church schools in these matters as well as working alongside Local Authorities with general support, advice and training for church schools and their governing bodies. The education staff also support parishes and clergy in developing their work with schools.

New Headteachers are encouraged to attend leadership training courses provided by the Diocese as part of their induction process. The Diocese also offers courses and events for school staff on all aspects of church school leadership and management.

The diocesan representative involved in the appointment process at the school you are applying to will be:

Rob Sanders

Deputy Director of Education

If you are successful in the post you are applying for, the Diocesan Director of Education and his staff will be pleased to offer you whatever support they can during your time in the school.



Love - Respect - Forgiveness



A Note from the Reverend

During my 12 years as the Rector of Durley, I have counted it an enormous privilege to work with the Head and staff of Durley C of E Primary School where I am, with other members of Holy Cross Church, a foundation governor. We are proud of our relationship between the church and the school in which we work collaboratively as part of the governing body to help the school maintain the enviable high standards that it is widely known for.

The school is a place where the values of “Love, respect and forgiveness” are not just words, but the living principles that guide our entire school community. This strong Christian ethos, deeply intertwined with the parish church of The Holy Cross, Durley, nurtures an environment where every child is given the opportunity to grow academically, emotionally, and spiritually. There is a strong tradition in which Collective Worship encourages not only whole school focus upon the world beyond the school but also emphasises the unique part that each of us brings in enabling our local community to thrive.

The children love their frequent visits to the church, especially at Easter and Christmas with former pupils, now adults, speaking with great fondness about the walk across the fields to get to their village church. The church regularly meets in the school acknowledging its special character as a place of learning. I believe that all of this taken together has created the space for respectful relationships to flourish where the spirituality of each is honoured making Durley C of E Primary a truly special place to lead, inspire, and make a lasting difference.



School Information



Durley C E Primary School is a high performing school of 141 pupils situated in a small village on the outskirts of Southampton. The majority (65%) of pupils attending the school are from communities beyond the village. Our P.A.N. is 140 so we are currently full and have a waiting list. Pupils are taught in mixed year group classes. Early years provision is a mixed reception/Year 1 class of 30. There is also a stand-alone class of 20 Year 6 pupils. This allows them to focus on their preparation for SATs and the transition to their secondary schools.

The school's excellent behaviour for learning and high academic achievement spring from our Christian values of "Love, Respect, Forgiveness", and underpins the school's positive culture. The school has developed a broad, balanced and engaging curriculum delivered by some highly experienced teachers and teaching assistants.

Our recent Ofsted inspection reported – "This is an aspirational, caring and successful small school that thinks big. Disadvantaged pupils benefit especially well from the ambitious and inclusive ethos of the school"

The school runs a breakfast and after school club which is highly valued by parents.

The school fosters very positive links with the church, village, the pyramid, and the wider community.

Facilities

The school grounds were bequeathed to the school by the church. Although set in a Victorian building, it has been extended and modernised which includes classrooms, a hall, library area, and small group rooms for example.

There is a large school field for sport and playtimes and a pond for science work. There is also a M.U.G.A. The playground has fixed outdoor play equipment.

Key facts:	
Number on roll:	141
Classes:	5
Teachers:	5.32 FTE (including SENCO 0.4
Support Staff:	7.8 FTE
Governors:	15
Finance:	
Total income (24-25):	£977,110
Total Expenditure (24-25):	£999,217
In-year surplus(Deficit):	£22,107
Total accumulated carry forward to 25-26:	£49,155

What Our Children Would Like...

Kind

Sporty

A Good Listener

Helpful

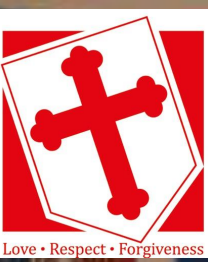
Funny

Inclusive

Cheerful

Respectful

Supportive



What Our Staff Would Like...

Compassionate

Understanding

Supportive

Visible

Hands On

Role Model

High Expectations

Accessible

Clear Vision

Approachable

Personable

High Standards



Love - Respect - Forgiveness

Key Areas of Focus

We have identified the following focus areas for our new headteacher during the next part of our journey;

- **We have excellent examples of teaching and learning across the school. We want to build on these strengths.**
- *How will you ensure that provision is consistent and meets the needs of all pupils in our mixed age classes, including our Year R/1 and Year 1/2 classes?*
- **We want our new headteacher to provide strong leadership to ensure that all staff are also able to reach their full potential.**
- *How will you empower and support our staff to excel in their roles?*
- **We are a diverse and inclusive school and we want our new headteacher to embrace our Christian vision and values.**
- *How would you further develop the Christian values as a vehicle for learning?*
- **We want a leader who will be able to think strategically and creatively in the context of our school budget to develop ambitious learning experiences.**
- *What creative ideas or examples do you have to help us achieve this?*



Job Description

We are looking for a Headteacher who can positively impact our school's future.

Do you:

- Have the vision and strategic leadership skills to build upon the school's strengths and drive continuous improvement?
- Build and nurture strong, positive, and collaborative relationships with staff, parents, children, and the wider community?
- Inspire and motivate pupils and staff to reach their full potential?
- Foster a culture of high expectations, inclusion, and achievement for all?
- Demonstrate a deep understanding of curriculum development, teaching, and learning to ensure excellent pupil outcomes?
- Show financial acumen and the ability to manage school resources effectively?
- Delegate roles effectively and cultivate leadership opportunities within the staff team?

We can offer you

- A warm and friendly school with a strong Christian ethos and values-driven culture.
- Enthusiastic and well-behaved children who are eager to learn.
- A committed and talented staff team dedicated to providing the best education for our pupils.
- A supportive governing body and strong links with the local church and community.
- Opportunities for professional development and career progression.



Job Description Summary



Job Title: Headteacher

- The Contract of Employment between the Governing Body and the Headteacher will be the current Contract of Employment for a Headteacher. The job description can be amended at any time, following consultation between the Headteacher and the Governing Body and will be reviewed annually.
- Salary Scale: The Governing Body have determined that this post should be paid on the Hampshire agreed pay scale. Durley C of E Primary School is a Group 1 school. Governors have set the Individual Salary Range at L12 – L18 (£65 286 - £74 926).
- General job expectations and accountabilities: The Headteacher is an employee of the Governing Body and is required to carry out his/her professional duties in accordance with the terms and conditions of the current School Teachers' Pay and Conditions Document and relevant employment legislation.
- Responsible to: The Governing Body of Durley C of E Primary School

Key responsibilities:

- Safeguarding: The post holder will be the lead Designated Safeguarding Lead (DSL) and is responsible for ensuring that all school and county child protection policies are adhered to and concerns are raised in accordance with these policies.
- Financial Management: Advising the Governing Body on the school's annual budget and the budget revision as appropriate, as well as being responsible for the day-to-day running of the budget.
- National Standards Headteachers (2020)
- The Headteachers' Standards form the basis of our Headteacher job description. They can be found at Headteachers' standards 2020 - GOV.UK (www.gov.uk)

Person Specification Summary

The Headteacher requirements include:

- Qualified Teacher Status
- Relevant professional study and/or qualification (e.g., NPQH, MA)
- Proven track record of success and managing change as a senior leader in an infant, junior, or primary school
- Understanding and evidence of own professional development needs.
- Knowledge and understanding of strategic financial planning, budgetary management, and principles of best practice.
- Experience using a range of evidence, including performance data, to support, monitor, evaluate, and improve aspects of school life.
- Commitment to supporting the moral purpose of a Church school.
- Commitment to leading distinctively Christian acts of Collective Worship.

The attached document also includes standards and qualities expected from the prospective Headteacher, such as establishing and sustaining the school's ethos, high-quality teaching, effective curricular leadership, high expectations of behaviour, and prioritising professional development. You can find the details listed on the following pages.

Person Specification

Core professional experiences, qualifications	Essential	Desirable	Shortlisting evidence sought in application (A), reference (R) or interview (I)?
Is a qualified teacher with Qualified Teacher Status.	X		A
Evidence of relevant professional study and/or qualification e.g. NPQH, MA .		X	A
Has a proven track record of success, and of managing change, as a senior leader in an infant, junior or primary school (Deputy Head / Assistant Head / Head of School / Acting Head / Head).	X		A,R,I
Has a keen understanding of their own professional development needs.	X		A,R,I
Has knowledge and understanding of strategic financial planning, budgetary management and principles of best value.	X		A,R,I
Has experience of using a range of evidence, including performance data, to support, monitor, evaluate and improve aspects of school life, including challenging performance.	X		A,I
A commitment to supporting the moral purpose of a Church school.	X		A,R,I
A commitment to leading distinctively Christian acts of Collective Worship.	X		A,I

Person Specification

Core professional experiences, qualifications	Essential	Desirable	Shortlisting evidence sought in application (A), reference (R) or interview (I)?
Headteachers' Standards (2020)			
Establish and sustain the school's ethos and strategic direction in partnership with those responsible for governance and through consultation with the school community.	X		A,I
Establish and sustain high-quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how pupils learn.	X		A,R,I
Establish effective curricular leadership, developing subject leaders with high levels of relevant expertise with access to professional networks and communities.	X		A,R,I
Establish and sustain high expectations of behaviour for all pupils, built upon relationships, rules and routines, which are understood clearly by all staff and pupils.	X		R,I
Ensure the school holds ambitious expectations for all pupils with additional and special educational needs and disabilities.	X		A,R,I
Prioritise the professional development of staff, ensuring effective planning, delivery and evaluation which is consistent with the approaches laid out in the standard for teachers' professional development.	X		A,R,I
Ensure the protection and safety of pupils and staff through effective approaches to safeguarding as part of the duty of care.	X		R,I
Prioritise and allocate financial resources appropriately, ensuring efficiency, effectiveness and probity in the use of public funds.		X	R,I
Ensure careful and effective implementation of improvement strategies, which lead to sustained school improvement over time.		X	R,I
Forge constructive relationships beyond the school, working in partnership with parents, carers and the local community.	X		A,R,I
Understand and welcome the role of effective governance, upholding their obligation to give account and accept responsibility.		X	R,I

Person Specification



Core professional experiences, qualifications	Essential	Desirable	Shortlisting evidence sought in application (A), reference (R) or interview (I)?
Hampshire Leadership Qualities and Behaviours			
Think in new ways about complex issues and their potential impact; encouraging others to do the same.		X	R,I
Shape and articulate a vision with clarity, inspiring others with the vision and leading the organisation to the realisation of the vision through hard work and determination.		X	R,I
Understand the principles of change and demonstrates the processes of managing change effectively; maintains a successful balance between operational and strategic activities.	X		A,R,I
Raise the profile of learning amongst the adult community, particularly parents and carers, and secures their support for and engagement with learning.		X	R,I
Build community relationships based on a mutual and collective responsibility with diverse partners, to create a high quality learning environment for all.	X		A,R,I

Education in Hampshire



Choosing to teach in Hampshire may be the best move you can make. As one of the largest authorities in the country, we can offer an unrivalled diversity in teaching opportunities; from the challenges of the urban and city school through to the rural primary which will provide a vibrant environment for development and promotion.

Hampshire schools are encouraged to operate and develop in a way which serves their local community, reflecting the cultural diversity the county has to offer. We feel this is best achieved through local management, with the Local Authority providing a supporting role wherever needed.

The county of Hampshire has over 170,000 school-age children in approximately 438 primary, 71 secondary and 26 special schools and other provisions. Whilst the majority are community schools, the LA has forged strong partnerships with Diocesan Bodies, and seeks to maintain the provision of places in Church schools. The county has 26 special schools, with an additional 42 units in mainstream schools, providing education and support for children with moderate, severe or complex learning difficulties, physical and sensory disabilities, and emotional and behavioural issues.

Hampshire's 'Early Admission' policy allows children to start school at the beginning of the school year in which they are five years old. At the other end of the age range, Hampshire was one of the first authorities in the country to establish a joint agreement on the 14-19 education of all students with the Local Skills Council.

With the County Office in Winchester, Hampshire Authority has an established network of advisors which provides a responsive and flexible service to the schools in their respective areas. There is also a strong ethos for collaboration and liaison, with regular meetings of Headteachers in phase, cluster and area groupings, aimed at maintaining a policy of communication and cooperation with the LA and between schools.

In Hampshire, we pride ourselves on providing first-class learning opportunities for our teachers both internally and with outside course providers. For new Headteachers, in partnership with governors, the LA operates a structured induction development programme which also helps develop close working relationships with other Headteachers and LA colleagues.

Hampshire's most recent Annual Performance Assessment confirmed that we are an Authority that provides excellent education and has an excellent capacity for further improvement. We are continually looking for innovative ways of improving standards in our schools, which can only be achieved through a commitment to our staff.

To find out more about Hampshire and what it has to offer, visit our website at www.hants.gov.uk. Hampshire has a lot to offer. We hope you will join us

Love - Respect - Forgiveness

Application Procedure

- A full job description can be found in the pack, along with key information about our school, and you can find out even more at www.durley.hants.sch.uk
- Visits to the school will be warmly welcomed. There will be opportunities to visit on **10th March 09:30 till 11:30, 11th March 13:00 till 14:30, 13th March 09:30 till 11:30 and 18th March 13:00 till 14:30**. Please call 01489 860207 or email adminoffice@durley.hants.sch.uk to arrange a visit.
- To apply, download the attached application form by clicking the on the application form, then complete and save it. Once ready, click **'Apply'** button to upload your completed application form. You should provide a full statement in support of your application, which should not exceed two sides of A4 paper. Please do not restate the factual details already included elsewhere on the application form.

Safer recruitment

- Durley CE Primary School and Hampshire County Council are committed to safeguarding and promoting welfare of children and young people and expect staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Enhanced Disclosure and Barring Service checks along with other relevant employment checks.

Selection Procedure

- The shortlist will be drawn up on 3rd April and the selection process will take place on 25th and 28th April. Further details will be sent to those candidates called for interview. Applicants will be advised after the shortlisting date whether they have been successful. Candidates should complete the application form and return it via email so that it is received no later than noon on 28th March 2025.

Equality Monitoring

- All applications will be required to complete an Equality Monitoring form.