

St John the Baptist Church of England Primary School Information Pack



Headteacher Information Pack

& Person Specification

Compassion, Courage & Creativity



Compassion, Courage & Creativity



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Letter from the Chair of Governors

Dear Applicant

I should like to thank you on behalf of everyone at St John the Baptist Primary School for your interest in applying for the position of Headteacher. This pack contains information about the school and position to help you in presenting your application. You will find further information about the school at <https://www.stjohnthebaptistprimary.co.uk>

The vacancy is due to the headteacher leaving the position for health reasons and everyone at the school is sad to see her leave and wishes her well.

The school is very proud of achieving a GOOD rating at the last two OFSTED inspections, the most recent being Spring 2023.

The school community includes pupils who are vivacious and enthusiastic and staff who are dedicated to and experienced in delivering high quality education within an exciting and stretching curriculum. The school is inclusive and every child is given the opportunity to grow and succeed and the Christian values and ethos of the school support every aspect of school life and assist in each child's development.

There is a strong Governing Body which seeks to support the Headteacher and all other staff, providing an overarching strategic environment, backed up by a personal involvement in the school.

We are all seeking to appoint an enthusiastic, inspirational and dynamic Headteacher who is able to lead our school in the future, using the strong foundations of the high quality teaching and learning and the Christian ethos. The role will be child centric to ensure the welfare and success of every pupil enabling them all to reach their full potential. The successful applicant will combine these qualities with a clear vision of how to lead everyone to succeed within clear strategic and financial objectives

We will be pleased to invite applicants to visit the school in advance of the closing date for applications on March 24th 2025 and have set aside February 27th and 28th and March 6th and 7th for that purpose.

To make arrangements to visit please contact the school, by e mail only, at

office@stjohnthebaptistprimary.co.uk

Yours sincerely

Paul Quigley
Chair of Governors

Letter from St John the Baptist Church

Dear Applicant,

Thank you for considering becoming the new Headteacher at our school.

The community at St John the Baptist Church, Shedfield is generous in its support for the school and it is a joy to work collaboratively with the staff and children of St John's developing our Christian values and Collective Worship.

Christian and other faith involvement in the school also includes a good working partnership with the local Methodist Church and Southampton Mission. We also collaborate with other local faith leaders as we seek to develop our young people's spiritual awareness.

The Christian ethos of the school has developed over the years, through worship and regular religious education lessons. From these the children have learnt to appreciate and understand our Christian values of Compassion, Courage & Creativity. The children are actively involved in worship by participating in a wide variety of different roles. From the responses, we have from children, staff and foundation governors we know these times are appreciated and enjoyed.

We welcome the whole school for services in our church building. Visits to the church are part of the school's regular programme of nurturing growth in Christian faith.

We are well supported by our Diocese and the school has enjoyed visits from the Area Dean and the Bishop, who recently opened our Library Garden and visited at Epiphany to share in collective worship.

Whilst a new Vicar for our church is due to take up that role shortly, it falls to the Parochial Church Council to thank you for your interest in the post of Headteacher.

The Parochial Church Council

About our school

Compassion, Courage & Creativity

Our vision

We are proud to be a Church of England school; St John the Baptist Primary School has Christian beliefs and values at its heart. Our Core Values are Compassion, Courage & Creativity. We reflect these values in the day to day running of the school, in all aspects of the curriculum and in every area of our school life. At our school, we have close links with both St John the Baptist Church, Shedfield and the Methodist churches in Shirrell Heath and Waltham Chase. Members of the ministry teams at both churches visit to lead collective worships.

All members of our school are given the support and challenge they need across a broad and rich curriculum to discover and develop their unique attributes as learners and to live our values. Children of all ages can be confident, independent learners, evaluating their learning, taking on broad feedback to improve and wanting to do their best. We call this REACH learning - Resilient, Enthusiastic, Ambitious, Creative and Hands on.

We believe that the primary years should be full of joy, laughter, and inspirational learning in a safe and supportive school. We are an attachment aware school, proud to use emotion coaching and restorative approaches to help children to develop the skills they need to get on with others and be kind to themselves.

Children thrive with supportive adults modelling the values and behaviours we wish for our children, everybody at St John's is a learner and every individual can learn something new every day. We believe that all children have the capacity to learn and to delight in learning and that they learn best through play, through being outdoors and through first-hand experience.

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Location

St John The Baptist School, Solomons Lane, Waltham Chase, Hampshire, SO32 2LY

The original school building was in the village of Shedfield but moved to a new, modern building on our current site set in the village of Waltham Chase in 1990. We are a community school serving the surrounding villages of Waltham Chase, Shirrell Heath, Shedfield and beyond.

We are fortunate to be in a semi-rural setting with extensive school grounds including playgrounds, sports field, woodland areas and a school vegetable garden. We encourage outdoor play and learning for all our children and utilize the outdoor space whenever possible.

We have a large hall which is multi-functional used for PE, Worship and Dining Room with hot meals prepared on site in our newly fitted kitchen. We also have a Music and Drama room, a library and library garden.

Little Johns (Before and After School Provision)

We are proud to offer the best possible out of school care for our children providing Breakfast and After School clubs in a safe, creative and nurturing environment supervised by our own St John's staff. The number of children using the facility has increased steadily over the past two years and it is pleasing to see a successful supplement to school and community life.

The children enjoy a happy and friendly place where they can take part in a wide variety of fun and engaging activities to stimulate and inspire. These include Art and Craft, Board games and Toys, Pool, Table Football, use of Tablets, and access to the school library and extensive outdoor space.

Each child has their views and suggestions listened to.

PAFS

PAFS stands for Parents and Friends of St Johns. This friendly group meet regularly to organise the school's main fund raising events. These include the usual favourites, such as the Christmas and Summer Fayres, Quiz Nights and children's discos. The events provide opportunities for the school family to share in, as well as raising funds to support school projects, for example the Library Garden, IT equipment and providing hoodies for the Year 6 residential trip. The school is very grateful to PAFS and all that it does to enhance our childrens' experience.

Ofsted

Our school was last inspected in March 2023. The Inspectors judged us to be good in all five areas and thus a GOOD school overall. We are delighted to share highlights of the report with you:

- ❖ Pupils are proud to attend this school. They feel safe and well cared for. Leaders know their pupils and their families very well and tailor support to help everyone to flourish.
- ❖ Pupils benefit from leaders' high expectations and they talk enthusiastically about their learning. All pupils, including pupils with special educational needs and/or disabilities (SEND), are well supported by adults who help them achieve their best.
- ❖ Pupils enjoy a range of activities that develop their talents and interests in music, dance and sport.
- ❖ Leaders have designed a broad curriculum that is ambitious for all pupils.
- ❖ Leaders have given a great deal of thought and consideration to how they can best support all pupils to attend well. This effort is shown in the increasingly positive attendance of most children.
- ❖ Pupils enjoy learning about different cultures and faiths. Opportunities are built into different aspects of school life that make sure pupils reflect and consider how their actions can affect others. Pupils understand the school's core values of 'Trust, Respect and Friendship' and their significance.
- ❖ Staff are proud to work at this school. They particularly value leaders' investment in their professional development as well as their consideration for their workload. Staff feel supported and listened to.
- ❖ Governors play an active role in the school and provide appropriate support and challenge for the leaders.
- ❖ The arrangements for safeguarding are effective.

SIAMS

SIAMS stands for Statutory Inspection of Anglican and Methodist Schools.

The principal objective of SIAMS inspection is to evaluate the distinctiveness and effectiveness of the school as a church school and how well the distinctive character and ethos of the school ensure the development and achievement of the whole child.

Our last SIAMS inspection was 2018 and the report can be viewed on our school website. We anticipate our next inspection to be in 2025-26.

School Information

We currently have 214 children on our school roll aged 4 to 11.

Our school PAN is 30 (the PAN was reduced from 45, with the current Year 6 being the last at that level)

February 2025 Census

FSM	43
Pupil Premium	52
Services	6
SEND support	52
SEND EHCPs	15
Children looked after by LA	0
PLAC	2
GTRSB	21

What our children and staff say

We asked some of our School Community what makes Our School Special?

They said:

'A great place to learn'. Pupil

'All the staff are approachable and enthusiastic to talk about my child.' Parent

'Our school is unique because we all genuinely care for all the children and each other.' Staff

'Each child is known, nurtured and treated as an unique individual'. Parent

'We all live out our school's Christian values- Friendship, Respect and Trust' Pupil

'Staff always strive to be better- we question, we learn, we ask for help and take on board advice.' Staff

'REACH helps us to learn, to be independent and take responsibility' Pupil

'We have an amazing community with everyone trying to work together to improve children's lives'. Staff

'We are all accepting and accommodating of differences.' Pupil

We went on and asked the pupils about what qualities they wanted in our new Headteacher. They said:



The Role of the Headteacher

Salary range: L15 – L21 £70,293 - £80,634
Start Date: 1 September 2025

Job Description

The core purpose of the Headteacher role is to provide professional leadership and management of St John the Baptist C of E Primary School. The Headteacher is accountable to the Governing Body for the performance of the school which will be based on the four domains taken from the National Standards of Excellence for Headteachers.

- ❖ Qualities and Knowledge
- ❖ Pupils and staff
- ❖ Systems and process
- ❖ The Self-Improving School System

Key tasks

The Governing Body have identified four Key Tasks for the new Headteacher.

- ❖ Continue the development of, and ensure excellence in, Teaching and Learning to provide the best education possible for all pupils
- ❖ Grow and nurture opportunities for pupils and staff to demonstrate the school's values in action within the school and the wider community.
- ❖ Provide an inspiring and challenging curriculum and educational environment that will attract the maximum number of pupils to the school
- ❖ Develop and manage the school budget based on strong and strategic planning to ensure the continued viability of the school.

Designated Safeguarding Lead

The current Headteacher is the Designated Safeguarding Lead (DSL) supported in this task by two Deputy Designated Safeguarding Leads (DDSL). The structure for DSL and DDSL may be reviewed on the appointment of the new Headteacher, following consultation with governors.

All staff and governors are trained in Safeguarding and this is a priority in our school.

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Person Specification

Factor	Essential	Desirable	Evidence Application (A) Reference (R) Interview (I)
Professional qualifications and experience	Qualified teacher status		A
	Significant senior leadership experience in primary education at least as a deputy or assistant head	Leadership experience at both EY/KS1 & KS2	A
	Evidence of relevant further professional in-service training and continuing professional development	Training in role and practice of Headteacher	A, I, R
	Knowledge and understanding of strategic financial planning, budgetary management and principles of best practice		A, I
	Can demonstrate how you use own professional development to improve own and other's practice		A, I
Leading a church school	Upholds and articulates Christian vision, values and moral purpose	Knowledge of the SIAMS framework	A, I
	Experience of developing and embedding the ethos and values of a school	Demonstrate and articulate how this would apply to our Church school setting	I
		Is committed to providing acts of Christian Collective Worship and developing the distinctive Christian character.	A, I
Safeguarding	Experience of maintaining a strong safeguarding ethos and culture, as either a DSL or deputy DSL		A, I
	Evidence of providing a safe, calm and well-ordered environment for all pupils and staff.		A, I, R

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Qualities and Knowledge	Experience of developing high quality learning behaviours for all pupils.	Knowledge of Restorative practice	A, I
Teaching, learning and curriculum development	Outstanding primary teaching practitioner	At all teaching levels	A, I, R
	Can use own experience and skills to develop and with impactful experience of using those skills to improve the practice of others		A, I
	Experience of developing and embedding a broad, structured rich and exciting and coherent curriculum entitlement. That will set out the knowledge, skills and values that will be taught across wider curriculum areas		A, I, R
	Takes an active role in staying well-informed re educational research and development	Will promote a culture of innovation	A, I
Leadership	Welcomes strong governance and can work with the governing body as their professional lead		A, I
	Can demonstrate experience of making reasoned judgements and taking difficult decisions, conveying required outcomes clearly, positively and with sensitivity to a range of audiences Able to evaluate and communicate complex data clearly and concisely to promote effective decision-making	Is a reflective learner who can use their experience to make reasoned judgements to make the right decisions	A, I, R
	Can demonstrate achieving consistently high standards that leads to improved pupil progress and attainment for all pupils including those with additional vulnerabilities	We welcome previous experience re pupils from our Gypsy, Traveller, Roma, Showman, and Boatman (GTRSB) background.	A, I
	Able to provide inspirational leadership to develop and lead a cohesive and ambitious team. Supporting a culture of trust and collaboration.	Experience of leading and developing staff through effective performance management, taking account of future career progression and aspirations	A, I
	Can forge constructive relationships beyond the school, working in		A, I, R

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	partnership with parents, carers, governors and the local community		
Personal skills and attributes	Excellent communication and interpersonal skills which enable you to interact and connect within the school and the wider community		A, I, R
	Has a passion for children and learning; recognises themselves as a learner who needs a team approach for success		A, I
	Approachable, shows genuine care for others and can demonstrate effective support mechanisms in challenging times for yourself, pupils and staff		A I
	An effective time manager		A, I,
	Energetic, committed to the pursuit of excellence to drive improvement and driving the school to meet challenging targets		A, I. R
	Inspires confidence and trust		A, I
	Demonstrates and promotes work/life balance		A, I

The Diocese of Portsmouth and Winchester

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
- ❖ 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:

Richard Wharton Church Schools Advisor.

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.

Safeguarding Statement

St John the Baptist Church of England Primary School is committed to safeguarding and promoting the welfare of children and young people and expect all 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 Disclosure & Barring checks along with other relevant employment checks

Application Procedure

Candidates should complete the application form and return it via email so that it is received no later than **noon on Monday 24 March 2025**.

E-mail address: htrecruitment@hants.gov.uk

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.

Selection Procedure

The shortlist will be drawn up on **Wednesday 26 March 2025** and the selection process will take place over two days on **Thursday 3 April** and **Friday 4 April 2025**. Further details will be sent to those candidates called for interview.

Applicants will be advised within 3 working days after the shortlisting date whether they have been successful or not.

Failure to send your application form to the above email address may invalidate your application.

Equality Monitoring

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

Receipt of Application

Applications are acknowledged within 2 working days of receipt. If you do not receive an acknowledgement within this time, please contact the Recruitment Team immediately at htrecruitment@hants.gov.uk