

# LUDLOW JUNIOR SCHOOL



**Job title:** Head Teacher

**Contract type and hours:** Full time

**Salary range:** L19 – L25 per annum (Subject to Teachers Terms and Conditions)

**Reports to:** The Board of Trustees

**Purpose of the job:**

The Headteacher at Ludlow Junior School will provide inspirational leadership, promoting a clear vision for academic excellence, inclusive practice, and holistic pupil development. They will lead the strategic and operational management of the school, ensuring outstanding outcomes for all pupils alongside fostering a supportive and respectful school environment.

The role of a Headteacher generally is clearly defined in the National Teaching Standards which apply to this role. The key responsibilities of this role are however set out below.

**Key responsibilities:**

Strategic leadership and school improvement

- Set and communicate a clear vision and ethos for the school, ensuring it aligns with both Ludlow Junior School pupil needs and national priorities.
- Develop and implement school evaluation and improvement plans (SEF and SIP) to address areas of need and drive continuous improvement in pupil outcomes, particularly at Key Stage 2.
- Use data analysis to develop targeted interventions and evaluate the effectiveness of teaching and learning strategies.
- Lead on the formulation and review of strategic policies, ensuring compliance with national legislation and governance standards, working effectively with the governing body to meet strategic goals.

Teaching, learning, and curriculum development

- Ensure the provision of a broad, balanced, and inclusive curriculum that supports the academic, social, emotional, and physical development of all pupils, including those with special educational needs and disabilities (SEND).
- Lead on curricular innovation by promoting enrichment activities in the arts, sports, and culture to enhance the learning experience.
- Set ambitious expectations for teaching and learning standards, driving improvements in both teaching practice and pupil outcomes through continuous professional development of staff.

Staff leadership and development

- Inspire and motivate staff at all levels, providing clear guidance and leadership to ensure a positive school culture and ethos.
- Develop leadership at all levels through monitoring, evaluation, and professional development opportunities.
- Ensure effective performance management processes, setting clear objectives for improvement and addressing underperformance.

School culture and community engagement

- Cultivate a school culture rooted in respect, tolerance, dignity, and inclusion for both pupils and staff.
- Engage parents, carers, and the wider community in shaping the school's provision and development.
- Promote and maintain effective multi-agency partnerships to support vulnerable pupils and improve their learning and well-being.
- Provide strong leadership through visibility and engagement with all school stakeholders.

Safeguarding and child protection

- As the Designated Safeguarding Lead (DSL), ensure the school complies with all safeguarding legislation, policies, and procedures, fostering a strong safeguarding culture throughout the school.
- Oversee all child protection processes and manage safeguarding concerns effectively in line with Keeping Children Safe in Education (KCSIE) 2024.



## Operational and financial management

- Manage the school's resources, including staff, finances, and physical assets, to ensure a well-resourced and safe learning environment.
- Provide oversight on budget planning, financial management, and compliance in accordance with academy and trustee policies.
- Ensure the school meets all health, safety, and legal responsibilities, establishing robust operational systems to maintain a safe environment for all.

## Governance and accountability

- Work collaboratively with the Board of Trustees to review policies, report on school performance, and set strategic direction.
- Maintain accountability as the Accounting Officer (AO) for school finances, ensuring robust financial planning, auditing, and compliance measures are in place.
- Report on school outcomes, including pupil attainment and progress, resource management, and safeguarding, to the relevant authorities.

## Professional knowledge and compliance

- Maintain a thorough understanding of national and local educational policies, ensuring the school stays aligned with curriculum and assessment frameworks, statutory requirements, and emerging trends in education.
- Demonstrate expertise in child protection, financial management, human resources (HR), and health and safety, ensuring compliance with all statutory duties.

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## Essential qualifications and experience:

1. Qualified Teacher Status (QTS) and a strong academic background.
2. Proven experience of improving outcomes at Key Stage 2.
3. Skilled in school self-evaluation and improvement planning (SEF and SIP).
4. Demonstrated success in strategic school improvement at headship level.
5. Commitment to ongoing professional development in leadership.
6. Ability to engage and develop partnerships across schools and the community.

## Desirable experience and skills:

1. Experience in system leadership and developing cross-school partnerships.
2. Understanding of the academy structure, including financial management, governance, and compliance.
3. Expertise in HR management, asset management, and project delivery.
4. Proven success in innovative curriculum design and enrichment opportunities.

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## Personal attributes:

- Passionate about inclusive education and achieving excellence for all.
- Strong communicator with stakeholders, aligning them with the school's vision and goals.
- Resilient, adaptable, and reflective leader, able to make decisive actions in the best interest of pupils and the community.
- Ability to inspire and motivate staff and pupils, fostering a collaborative and ambitious school culture.

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This Head Teacher role at Ludlow Junior School offers an exciting opportunity for an experienced and visionary leader to make a significant impact on the school's future success. The successful candidate will have the skills and determination to ensure that every child thrives academically, socially, and emotionally in a safe and nurturing environment.