

MERDON JUNIOR SCHOOL

Headteacher Recruitment Pack



Welcome

On behalf of all the Merdon Junior School community, we would like to thank you for your interest in becoming our next Headteacher.

Merdon is a two-form entry junior school situated in the attractive residential area of Chandlers Ford, which lies between Southampton and Winchester. The school is blessed with beautiful grounds and has a real focus on 'Achieving the Best for All'.

Our school community is extremely proud to have such enthusiastic and engaged children, a dedicated and experienced team of staff, an active PTA, and supportive parents. Our strategic vision is to provide an outstanding curriculum and instil a lifelong love of learning for our pupils. We aim to provide the children with a whole school experience that builds their confidence and self-belief as they transition to secondary school and beyond.

We have a committed group of governors who bring years of skills and experience and are dedicated to working with the senior leadership team and staff to continuously drive the school forward. Governors can often be found helping out at school events and attending trips and performances. We also have strong links with our feeder Infant and Secondary Schools.

Our previous Headteacher made the tough decision to leave their position for personal reasons. We would like our new Headteacher to build on the strong foundations already in place and to inspire and lead the school to realise its full potential. Clear communication, management and leadership skills will be critical in the role, as we strive to make Merdon Junior School the school of choice in a competitive area.

I hope this information pack and our website, <https://www.merdon.hants.sch.uk/> will give you further insight into our school but please do arrange a visit to meet the staff and children and to get a real feel for what Merdon life is like. We very much look forward to receiving your application and to meeting you in person.

Alex Guthrie, Chair of Governors

Merdon Values

HEART

Our HEART values, Honesty, Excellence, Attitude, Respect and Thoughtfulness, are threaded through our curriculum to ensure that our children continue to grow as kind and respectful citizens. We are proud to be recognised as a School of Sanctuary which recognises the positive contribution of refugees to our society which is one of the many examples of how we encourage our HEART values approach. We encourage respect and kindness towards each other, our community and our environment.

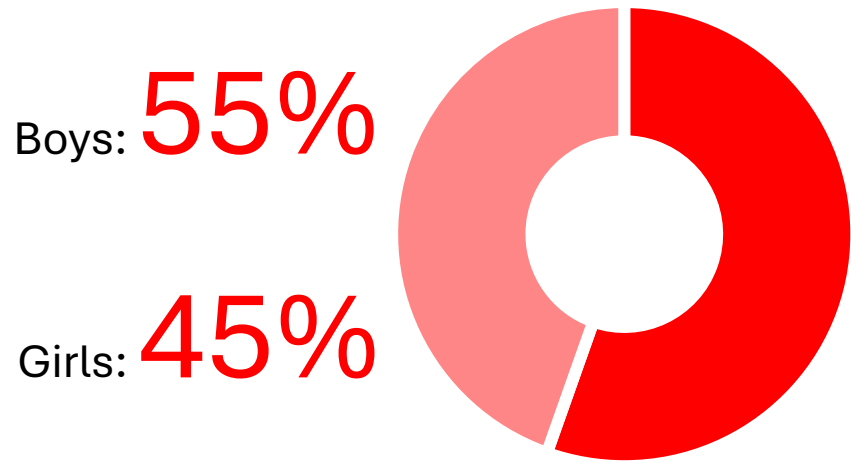
IGNITE

Our learning values; IGNITE: Independence, Growth Mindset, Never Giving Up, Innovator, Teamworker and Evaluator support our children with their learning, helping them overcome challenges and teach them core skills which will support them as they grow older. We recognise that our pupils live in an ever-changing society, and we believe that it is important to provide them with the core skills to adapt to these changes – both now, and in the future.

“Achieving The Best For All”

Key Facts about Merdon

2023/24 Key Stage 2 Outcomes - achieved standard



Number on roll:

231

Reading: **88%**

Writing: **69%**

Maths: **82%**

Attendance for 2023/24:

97.2%

Year Group	Pupils	Boys	Girls	EAL	FSM	SEN	EHCP
3	47	21	26	4	3	9	3
4	55	34	21	2	4	9	1
5	64	33	31	13	9	13	2
6	65	40	25	10	10	13	1

Staff Structure

Headteacher
(Interim)

Dep. Headteacher (Interim)

8 Teachers
(6 Full-time, 2 Part-time)

Cover Teacher

Part-time HLTA

Part-time ELSA

Part-time Family
Support Worker

6 LSAs (1 Full-time,
5 Part-time)

Admin Officer &
Admin Assistant

Site Manager

Part-time SENCO

Our Priorities and Key Tasks

Leadership

Our new Headteacher will be joining at a crucial time for the school and the ability to lead a very committed team into the next chapter for the school will be essential. You will be in a position to establish a Senior Leadership Team that is capable of helping Merdon achieve its potential

Personable with the community

We have an amazing community of staff, pupils and parents who have all seen significant changes over the last few years. It is imperative that our next Headteacher is able to establish themselves within the community as soon as possible and be the approachable Headteacher the school is looking for.

Teaching and learning

Our new Headteacher will need to demonstrate a passion for learning and foster an environment where all staff and children and thrive, ensuring strong outcomes and inclusivity for all children.

“Achieving the best for all”

What we are looking for - Pupils

“Strict but not too strict”

“Friendly and smiley”

“Epic, funny and playful”

PUPILS

“Really fun assemblies where children participate”

“Sense of humour”

“Listens to our ideas”

What we are looking for - Staff

“Prioritises the children’s learning as well as OFSTED”

“Understanding of the school’s visions and needs”

“Values CPD for all, not just core subjects.”

STAFF

“Supportive of staff and will ‘have their back’”

“Understands ‘Well-being’”

“Work/life balance is a priority”

What we are looking for - Parents

“Not just focussed on English and Maths”

“Focus on children's well-being”

“Open to ideas from all – staff, parents and children”

PARENTS

“Clear vision on the future”

“Approachable and interpersonal”

“Cares for the school and community”

What we can offer our new Headteacher

- A school where children are enthusiastic and engaged in their own learning journey
- A team of dedicated and experienced staff who are committed to providing an inclusive education experience for all pupils
- An engaged and supportive governing body
- An active PTA, supportive parents, and a local community who all desire the school to succeed
- Continued professional development and the opportunity for an ambitious individual to develop their career in a friendly, child centred school situated within beautiful grounds



Photo Gallery





Photo Gallery

Job Description

Role of the Headteacher

- To provide professional and effective leadership in order that every child can fulfil their potential
- To promote and safeguard the welfare of our children
- To promote a secure foundation from which to achieve success in all areas of the school's work and development
- To uphold and demonstrate the Seven Principles of Public Life (known as the Nolan principles): selflessness, integrity, objectivity, accountability, openness, honesty, leadership
- The post holder is subject to the conditions of employment for Headteachers contained in the current School Teachers' Pay and Conditions Document

Accountability

The Headteacher is accountable to the Governing Body for upholding the domains taken from the National Standards of Excellence for Headteachers (October 2020), through induction and on-going professional development whilst in post, and building on their previous experiences.

Person Specification

The next Headteacher of Merdon Junior School will...

- Have a proven track record of leading excellence in teaching and learning
- Have a strong understanding of safeguarding culture
- Have experience of leading a Junior or Primary school
- Be an inspirational leader who looks beyond the curriculum to develop pupils into confident and capable individuals
- Shows confidence in strategic decision making and has demonstrated an ability to lead and manage people through change
- Be an excellent communicator with staff, parents, children and community stakeholders, developing and promoting the school's reputation

The above will be assessed at APPLICATION stage. Please tell us how you meet this criteria in your application.

Person Specification cont.

- Be someone who is approachable, compassionate and who leads by example demonstrating integrity and creativity
- Be resilient. Able to effectively manage the conflicting demands of educational needs, well-being, change and uncertainty
- Be able to motivate and develop an inclusive culture where all staff are encouraged and trusted to make their own decisions and feel supported, in order to reach their full potential
- Seek out other perspectives and ideas to contribute to a work environment where all team members feel comfortable to share their thoughts and concerns
- Be committed to our Merdon community, confidently making decisions in line with our vision, values, curriculum and budget expectations

The above will be assessed at INTERVIEW stage.

Application Information

Position : Headteacher

Closing Date : Friday 29th November (noon)

Job Start Date : April 2025

Contract/Hours : Permanent, Full-time

Salary Type : Leadership Scale (Group 2 School)

Salary Details: Indicative pay range set at L15 (£66,628) – L21* (£76,430)

Location of Role : Merdon Junior School, Chandlers Ford, Hampshire, SO53 1EJ

Applications will need to be returned electronically to htrecruitment@hants.gov.uk

When submitting your application, please use the following format as the email subject heading:

School Name – Position – Your Name.

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

Safer Recruitment

Merdon Junior School are 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 also reflect this commitment. All successful candidates will be subject to Disclosure & Barring checks along with other relevant employment checks.

Privacy notice

Merdon Junior School collects information about you in order to provide you with recruitment and employment services. We will use the information for the recruitment and selection process and, if successful, to activate employment with the School.

The legal basis for processing your personal data is that it is necessary for the performance of the employment contract or in order to take steps before entering into a contract and is necessary for the County Council to comply with a legal obligation.

The legal basis for processing special category data is that processing is necessary for the purposes of carrying out the rights and obligations in the field of employment, that it is necessary for the reasons of substantial public interest and that it is necessary for the purposes of the assessment of the working capacity of the employee.

You have some legal rights in respect of the personal information we collect from you. Please see the School's website for further details on our privacy notice and data protection policy.

You can contact the School's Data Protection Officer if you have a concern about the way we collect or use your data.

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.

Hampshire LA has an established network of advisors who provide a responsive and flexible service to the schools. 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.



Merdon Junior School
Chandlers Ford
Hampshire
SO53 1EJ

Visits to the school are welcomed during the week commencing 21st October 2024 or the week commencing the 4th of November.

Please contact 02380 265255 to book an appointment.