

Head Teacher at Hyland House School, Tottenham, North London



Due to the redeployment of our successful and much-loved Head teacher, the Governors of Hyland House School invite applications for the position of Head Teacher starting in September 2019.

This is an exciting opportunity for a dynamic and ambitious leader with a passionate interest in curriculum development, who will be willing to build on the school's many achievements. The new Head will take over a vibrant school offering a well-rounded education with a team of committed and dedicated teachers.

Our school is highly regarded in the local and our church community and by inspectors for its Christian ethos and high academic standards.

The new individual takes over a school which has achieved the following (Ofsted November 2018):

- **OUTSTANDING** for Early Years
- **GOOD** for Key Stages 1 and 2
- **GOOD** for Effectiveness of leadership and management
- **GOOD** for Quality of teaching, learning and assessment
- **GOOD** for Personal development, behaviour and welfare
- **GOOD** for Outcomes for pupils

The school has also achieved the highest accrediting award of 5 years, Adventist Accrediting Association (AAA) Inspection (April 2019).

The Governors are keen to appoint someone who will continue to enhance and develop the School and promote its academic results, market it effectively and ensure that the highest standards are achieved in every aspect of school life. At the same time, the new Head will need to develop his or her own vision and plans for the future and inspire and engage with pupils, staff, parents, alumni and other members of the School community.

The Head teacher will be responsible to the Governing Body.

The Governors are aware of the challenges which face all independent schools and are looking for an individual who displays exceptional leadership and staff management qualities as well as an ability to recruit pupils in a market-place that is subject to increasing pressures.

The Governors are keen to appoint a person with the ability to work as leader of the School but who will be excited by their role in defining the strategic plan for the future.

Our aim is to provide a holistic education and develop the talents and abilities of every child.

Our school community is looking for someone who:

- Has a clear vision and commitment to the Seventh-day Adventist ethos and the inclusion of all learners
- The successful candidate is required to be a practicing Seventh-day Adventist
- Has a strong personal faith which will enrich the life of the school
- Has proven leadership skills that encourage, support and challenge the work of the school and bring new innovative ideas to further improve our practice
- Is an effective communicator with good inter-personal skills who will support and inspire pupils, staff, governors and parents/guardians

- Have evidence of excellent classroom practice across the curriculum
- Have experience of working with pupils who are gifted and talented and with those who have additional needs
- Have clear philosophy and the ability to put it into practice
- Be hard working with a good sense of humour
- Be willing to uphold the Christian Seventh-day Adventist ethos of the school
- Has experience in the UK School system and has the right to work in the UK

If you feel called to join the team in this successful school please request an Application form, Job Description and Person Specification by either e-mailing: jcrawford@secadventist.org.uk or writing to Mrs Jacqui Crawford, South England Conference, 25 St Johns Road, Watford, Herts. WD17 1PZ.

Application deadline – Friday 2nd August 2019



Job Profile – Head teacher

KEY RESPONSIBILITIES I

- Giving strategic direction, leading and managing the School to ensure that all pupils have the best possible care, have access to a broad and balanced curriculum and achieve the highest standards, in line with the ethos of the school.
- Fostering and maintaining a safe, happy and productive atmosphere across all aspects of the school's life for the children, the staff and parents.
- Securing the recruitment and admission of pupils who will gain from and contribute to the education and other opportunities offered by Hyland House School.
- Getting the best out of every child, ensuring all children are happy and focused on maximising their abilities and talents within a structured and challenging environment.
- Maintaining the school's reputation as a school that achieves the highest academic standards and offers an exceptional programme of extracurricular activities to foster the personal development of every child.
- Leading and promoting excellence and innovation in teaching and learning through the monitoring, reviewing and evaluation of classroom practice and individual pupil progress.
- Recruiting, motivating, managing and developing staff to contribute to the achievement of high standards of teaching and learning as appropriate to pupils' needs; to work as a team and to contribute to the wider life of the school.
- Managing all aspects of contact with parents, ensuring the establishment of effective and positive partnerships to promote the welfare and develop the potential of every child.
- To ensure that Health and Safety regulations are observed and reviewed.
- Ensure provision is made for all abilities of pupils

KEY RESPONSIBILITIES - II

- Identify innovative teaching and learning practices to inform changes that may need to be made to the curriculum to maximise learning opportunities.
- Oversee provision of extracurricular and enrichment including weekend visits, holiday clubs and camps.
- Developing and implementing appropriate marketing strategies to celebrate the pupils' achievements, extend the reach of the school's publicity, develop relationships with other schools and achieve the best possible partnership with the wider community.
- Exercising sound financial management, by working with the Office Manager and Bursar, and ensuring that administration is efficient, effective and responsive.
- Ensuring that school policies and practices take account of and are fully compliant with national and local requirements.
- Manage discipline ensuring that pupils understand the schools expectations regarding the Behaviour Policy.
- Liaise with parents and maintain the excellent professional relationships that exist currently.
- Co-ordinate assemblies to reinforce the school's Adventist ethos, promote a sense of community, celebrate success.
- Meet prospective parents, organise and manage Open Days etc.
- Keep parents fully informed and respond to pastoral, academic, social and developmental issues.

PERSON SPECIFICATION

The successful candidate will:

- Possess a clear educational philosophy, which has the happiness of the child at its core.
- Have the ability to think strategically and to formulate, articulate and share a vision for the School.
- Be able to translate strategic intent into agreed objectives and operational plans that will ensure outstanding quality in all aspects of provision.
- Have an unswerving commitment to the academic, personal and social development of every child and understand the needs and concerns of the age group.

- Be a dynamic, confident, enthusiastic, inspirational leader with drive and energy, who is a graduate or equivalent and who possesses Qualified Teacher Status.
- Show a commitment to sound principles of management through the establishment of clear standards and expectations, the use of performance management and effective delegation and time management.
- Be an outstanding classroom practitioner with the proven ability to inspire pupils.
- Be able to command the respect of pupils, staff and parents.
- Be able to market and represent the school effectively through excellent communication to prospective and current parents and the wider community, including the media.
- Possess wisdom, secure professional judgment, stamina and resilience under pressure.
- Demonstrate personal warmth and the ability to deal sensitively with the management of change and conflict resolution.
- Display excellent interpersonal and communication skills.
- Have a sense of humour and be of smart appearance.

The following additional qualities are desirable:

- Have current or recent successful experience at a senior level in the primary sector and be able to demonstrate a detailed awareness of educational issues both in the independent and maintained sectors.
- Current and recent management experience within an independent school.
- Evidence of a commitment to continuing professional development.
- Experience of increasing a school's market share and local/regional profile in a competitive market.
- Experience of the proactive and successful management of change.

Qualifications

- A teaching degree or equivalent.
- Qualified teacher status.
- Evidence of continuing professional development through attendance at significant courses, or the acquisition of further professional qualifications.