



Cherbourg Road, Eastleigh, Hampshire SO50 5EL
Shakespeare Road, Eastleigh, Hampshire, SO50 4FZ
Website: www.crestwood.hants.sch.uk

Head Of School

L20 - L24

£75,331 - £83,081

To start September 2024

11 – 16 Mixed Comprehensive NOR 1,464 (across 2 campuses)

Head Teacher: Mrs Krista Dawkins

Crestwood Community School is one school, with two campuses serving central Eastleigh. We are looking to appoint an experienced Senior Leader to be Head of School for our Shakespeare Campus to start in September 2024. This exciting opportunity has arisen as a result of our successful current Head of School relocating, at the end of the current academic year, to a post abroad. The successful candidate will be joining a Core Senior Leadership Team consisting of a Headteacher, who has been at the school since 2006, and the Head of School on the Cherbourg Campus who has been in post since 2016. The wider SLT consists of 8 Assistant Headteachers and 9 Achievement Leaders split across both campuses.

The Headteacher works across both campuses and Core SLT meets every morning, virtually, to keep abreast of the current issues. The Heads of School are responsible for the day to day operational needs of their campus, as well helping shape, with the core and wider SLT, the strategic direction of the whole school.

Our current postholder, Steve Gibbs, says -

“Some would say the position of Head of School at Crestwood provides the best of both worlds. If successfully appointed, you would be the figurehead for a campus and have operational responsibility for 750 students and nearly 100 staff on a daily basis. Further, alongside the headteacher and the head of school from the other campus you would have a significant influence on the strategic direction of the school. The huge benefit is you would do all of this within the relative security of being line managed and coached by one of the most experienced and successful headteachers in Hampshire. Crestwood will always hold a special place in my heart. I will miss the students and the staff, but I will always feel part of #crestwoodfamily”.

Crestwood Community School is committed to excellence through empowering all learners to achieve success, whatever their starting points and wherever they come from. Our priorities are that every learner achieves and makes good progress; to promote a positive learning culture that challenges and empowers and to raise aspirations for all in our learning community. Our students are Ready, Responsible and Respectful and these simple morals enable them to fulfil every aspect of their potential.

To support the school in achieving our aspirations, we are looking for an inspirational, energetic, committed and driven individual, with a true passion for education and ensuring the very best for our students. The school has a challenging demographic and the role goes beyond what happens in the school but also into the wider community. We feel our social responsibility as seriously as academically.

Crestwood Community School had an Ofsted inspection in February 2024, which confirmed that we continue to be a **'good'** school. The report stated that at Crestwood *"there is a welcoming, friendly atmosphere"*. They also said that *"teachers and support staff, including those in the early stages of their career, are proud to work at the school. They particularly value school leader's careful consideration of their workload and well-being so that they can focus their efforts fully on pupils' education."* In addition Ofsted report that *"many pupils, staff and parents describe the school as a 'big family'.* This is a happy school, where staff and students want to be. The #Crestwoodfamily pervades through everything we do.

We will ensure that the successful candidate has:

- comprehensive induction including a professional coach
- continuous professional learning, development and improvement
- the opportunity to contribute to raising standards for all our students
- close working within the Core SLT to help shape the strategic direction
- a strong SLT team, who are collaborative and collegiate
- the most fantastic Personal Assistant to the Senior Team to support you

As a school we take staff well being seriously. We offer staff the following:

- wellbeing weeks, with no commitments scheduled after school
- free lunch every day
- free tea and coffee
- half termly cooked breakfasts
- accrued inset days, taken as twilights, giving staff an additional 4 days off a year
- One well being day per year (during term-time), to be taken at their chosen time (after a qualifying period)
- weekly thank you bulletin
- birthday cards
- heads discretionary leaves of absence for family events
- acts of random kindness
- access to mental health first aiders

Please download further details and a Hampshire Teaching Application form from the school website www.crestwood.hants.sch.uk located under the School Information / Vacancies tab.

Please note we cannot accept a CV as a means of application.

We would encourage you to come and visit us before applying. You can arrange this through the Headteacher's PA, Justine Sayers, by emailing her on justine.sayers@crestwood.hants.sch.uk



Closing date: **Tuesday 14th May 2024 at 12pm**

Interview date: Tuesday 21st May and Wednesday 22nd May 2024

Crestwood Community School and Hampshire County Council 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 reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.



Information for applicants for the post of: **Head of School**
Salary: **L20 - L24 (£75,331 - £83,081)**

Closing date for applications: **Tuesday 14th May 2024 at 12pm**
Interview date: **Tuesday 21st and Wednesday 22nd May 2024**

We are looking to appoint an experienced Senior Leader to be Head of School for our Shakespeare Campus to start in September 2024. As Headteacher and the existing Head of School, we look forward to working alongside the successful candidate closely. We are looking for someone who has the ability to work in challenging circumstances, has integrity, is innovative, displays systematic and logical approaches, is a curriculum and pupil progress expert, and above all, has a good sense of humour!

This exciting opportunity has arisen as a result of our successful current Head of School relocating, at the end of the current academic year, to a post abroad. The successful candidate will be joining a Core Senior Leadership Team consisting of a Headteacher, who has been at the school since 2006, and the Head of School on the Cherbourg Campus who has been in post since 2016 but at the school since 2007. The wider SLT consists of 8 Assistant Headteachers and 9 Achievement Leaders split across both campuses. We are a very close and highly effective team and the current post holder has been a key driver in our improvements.

We are one school over two campuses, serving the children of central Eastleigh, which is a vibrant town, with large amounts of development in both business and residential areas. There has been an expansion in the primary sector with several local schools undergoing expansion to their buildings to accommodate the growth in student numbers. Crestwood merged with the former Quilley School in 2016 to provide one secondary school for Eastleigh, something new and exciting, offering high quality education for the children of Eastleigh. In 2022 we became oversubscribed in every year group and are operating a waiting list across both campuses. The two campuses are situated at Shakespeare Road and Cherbourg Road and both offer the same high quality education to all year groups with little movement of students. We have two specialised Resource Provisions, dyslexia and SEMH.

As the long serving Head Teacher of this wonderful school, I have a clear vision and an absolute determination, alongside my team, to continue to improve even further the provision of education across Eastleigh. The school has a very mixed intake and as a result areas such as pupil progress, behaviour and attendance remain a challenge.

The composition of the school as of March 2024 was:

Students	Current	National	Hampshire
School number on roll	1464	Well above average	Well above average
School %FSM(6)	33%	Above average	Well above average
School %SEND support	16%	Close to average	Close to average
School %EHC plan	6.3%	Well above average	Well above average
School %EAL	11%	Close to average	Well above average
School number LAC	11	Well above average	Well above average
School number PLAC	3		
School %stability	88%	Below average	Well below average
Pupil base deprivation		Below average	
School location deprivation		Close to average	
Prior Attainment		Close to national	Well below average

We agree with the recent Ofsted areas for Improvement and have established school wide staff working parties to address these.

The Ofsted report states that *“Leaders and governors are driven by a strong sense of moral purpose. They are ambitious for pupils’ futures and drive to provide the best opportunities for them. Staff share these aspirations and are loyal and committed”*.

We care deeply about our school, the staff, the students and the community we serve, we are a school with a heart. We as a school are clear about our improvement agenda and we work cohesively as a school wide team. As this was our fifth consecutive “good” grading it demonstrates that at Crestwood we are continually providing a consistent quality in all we do, against a backdrop of tougher standards and criteria to be judged against.

Staff are predominantly one campus based but may be expected to teach across both sites, whilst playing an active part in their innovative and high-performing teams. Across both campuses we have been successful in establishing a strong culture and ethos, typified by the #Crestwoodfamily.

The Head of School works very closely with the Headteacher and the opposite Head of School. The Headteacher works across both campuses on alternating days, but due to the close proximity of the campuses can be available at short notice on either site. The team meets each morning to discuss the key issues that day. The Heads of School are responsible for the day to day operational running of each campus. The SLT are a visible presence across the school every lesson, every day, we are not a team that sits in their offices. This post has a whole school area of responsibility for curriculum construction, exams and pupil progress. The successful candidate

will also work alongside the Chair of the Governor's Achievement Committee, whilst also attending and contributing to other Governors meetings.

Our Ofsted report from February 2024 stated that at Crestwood *"there is a welcoming, friendly atmosphere"*. They also said that *"teachers and support staff, including those in the early stages of their career, are proud to work at the school. They particularly value school leader's careful consideration of their workload and well-being so that they can focus their efforts fully on pupils' education."* In addition Ofsted report that *"many pupils, staff and parents describe the school as a 'big family'.*

As a school we take staff well being seriously. We offer staff the following:

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- acts of random kindness
- access to mental health first aiders

We have enhanced our campuses significantly over the past few years. We have refurbished nearly all areas across the school. We have had a new crescent area and roof at Shakespeare which has enhanced the building significantly. The Cherbourg Campus is situated between the town's two post-16 providers. The site is well maintained with specialist facilities in excellent condition throughout, including 5 new Science rooms and refurbished Sports Hall. In totality we are a school continually on the up and have a can-do-more attitude.

As a new member of staff you will be well supported: we have a comprehensive induction process, and you will be given a professional coach to work with you as you find your way in the role. We are a close team that discusses concerns and you will not be judged at any point, helpful debate will be a key way of working.

For the successful candidate, a commitment to raising standards and a passion for developing young adults in a true comprehensive is essential: this entails a commitment to all learners, to excellence for all, and a belief that a good school makes a significant difference to learners' life chances, levels of attainment and the wellbeing of the community as a whole.

Your application should comprise a completed Hampshire teaching application form and a statement in which you should outline your experience to date, the reasons for your interest in the post and your suitability for it. It is essential that you want to work within Crestwood in this

role. This is not just any Head of School post and your application should address the specific issues related to Crestwood and how you can contribute and lead on our improvement journey.

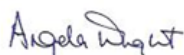
We will be holding pre-scheduled tours on the following dates and times, which can be booked by emailing justine.sayers@crestwood.hants.sch.uk. Due to the operational needs of the school we cannot make personal appointments.

Tours -

Thursday 18 April 2024	Shakespeare Campus, 12.30-1.15pm Cherbourg Campus, 1.45-2.00pm
Friday 19 April 2024	Shakespeare Campus, 12.30-1.15pm Cherbourg Campus, 1.45-2.00pm
Thursday 25 April 2024	Shakespeare Campus, 9.15-10.00am Cherbourg Campus, 10.30-11.15am
Friday 26 April 2024	Shakespeare Campus, 9.15-10.00am Cherbourg Campus, 10.30-11.15am

Completed applications, with the names and addresses of two referees, including your existing Headteacher or Line Manager, should be emailed to krista.dawkins@crestwood.hants.sch.uk and hr@crestwood.hants.sch.uk

We look forward to hearing from you.



Angela Wright
Chair of Governors



Krista Dawkins
Headteacher



Tim Nash
Head of School

Crestwood Community School

Job Description and Person Specification



Job title:	Head of School
Salary Scale:	L20 - L24, £75,331 - £83,081
Site:	Shakespeare Campus
Responsible to:	Headteacher
Responsible for:	Day to day responsibility for staff and students on a specified Campus, strategic leadership across both campuses
Contacts:	Staff, governors, external agencies and visitors to site
Special Conditions:	An enhanced Disclosure and Barring Service (DBS) check is required for this post

Job purpose

To provide inspirational and professional leadership to staff which secures the very best education for students at Crestwood Community School.

To conduct day to day operational leadership of staff and students, dealing with incidents as they occur.

To work in partnership as a lead member at school Governing Body meetings and with other stakeholders to fulfil the aims of the school.

To be responsible for students' safeguarding.

Teaching and Learning

The successful candidate should -

- Have a proven track record of outstanding teaching which clearly reflects current thinking
- Ensure a consistent and continuous focus on pupil achievement, using data and benchmarks to monitor progress
- Ensure that personalised and adaptive learning is at the centre of strategic planning and resource management
- Ensure a culture and ethos of challenge and care, where all our young people can achieve success and become engaged in their own learning
- Demonstrate and articulate high expectations and set challenging targets
- Implement strategies which secure high standards of behaviour and attendance
- Shape, organise and implement a diverse curriculum and liaise with senior colleagues on the assessment framework required
- Monitor, evaluate and review classroom practice and promote improvement strategies
- Challenge under-performance at all levels and ensure effective follow-up

Shaping the Future

The successful candidate should -

- Work with the Headteacher and Head of School (Cherbourg) to ensure the highest priority is given to safeguarding and promoting the welfare of our young people and staff in the school
- Ensure that the resources of the school are fully exploited to best raise the standards for our young people
- Work with the community to translate the school's vision into agreed operational plans which will promote and sustain school improvement
- Line manage school staff on a day-to-day basis
- Through line management, hold to account and quality assure allocated senior leaders and other staff
- With agreed support, be responsible for the performance management and development of teachers in

the school

- Ensure the school's vision and values are clearly articulated, shared, understood and implemented
- Demonstrate the vision and the values in everyday work practice
- Motivate and work with others to create a shared culture and positive atmosphere
- Ensure creativity, innovation and the use of appropriate new technologies to achieve excellence
- Ensure that strategic planning is led by the aspirations and values of the school and is based upon rigorous school self-evaluation
- Research and keep abreast of current initiatives and analyse appropriate implementation when it is for the benefit of the young people within the school

Communication and Relationships

The successful candidate should -

- Help to build a collaborative learning culture within the school and actively engage with other schools, particularly within a partnership, to build an effective learning community
- Implement the agreed policies for staff induction, professional development and performance review
- Treat people fairly, equitably and with dignity and respect to create and maintain a positive culture
- Develop and maintain a culture of high expectations for self and others, and take appropriate action when performance is unsatisfactory
- Review own practice regularly, setting personal targets and taking responsibility for own personal development

Managing the School

The successful candidate should -

- In partnership with the Headteacher and Head of School (Cherbourg), produce clear, evidence-based strategic and improvement plans for the development of the school and its facilities
- In partnership with the Headteacher, Head of School (Cherbourg) and Governors, recruit, retain and deploy staff in line with safeguarding procedures
- Appropriately manage and give consideration to the workload of staff to achieve the vision and values of the school
- Liaise with parents and carers and wider stakeholders
- Manage and organise the school environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations
- Ensure that the range, quality and use of available resources is monitored, evaluated and reviewed to improve the quality of education for all pupils and provide value for money

Strengthening the Community

The successful candidate should -

- Build a culture and curriculum which takes into account the richness and diversity of the local community
- Ensure learning experiences for our young people are linked into and integrated with the wider community and are relevant to local employment needs
- Collaborate with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural well-being of our young people and their families in partnership with key colleagues
- Create and maintain an effective partnership with parents and carers to support and improve students' achievement and personal development, particularly attendance
- Seek opportunities to invite parents and carers, community figures, businesses or other organisations into the school to enhance and enrich the school and its value to the wider community
- Contribute to the development of the education system by, for example, sharing effective practice, working in partnerships with other schools and promoting innovative initiatives
- Co-operate and work with relevant agencies to protect and safeguard the welfare of our young people
- Be a presence within the community, including liaising with primary leaders, other schools and members of the community
- Promote the school's values across the school and wider community.

Securing Accountability

The successful candidate should -

- Cultivate an ethos which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes
- Ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation
- Work with the governing body to enable it to meet its responsibilities and hold leaders to account
- Develop and present a coherent, understandable and accurate account of the performance of the school with particular reference to the experience of our young people to a range of audiences, governors, parents and carers
- Reflect on personal contribution to school achievements and take account of feedback from others
- Lead specific initiatives, being accountable for the outcomes
- Identify resolutions to needs and concerns, taking responsibility for effective implementation
- Act on behalf of the Headteacher when appropriate

Generic Duties

The successful candidate should -

- Comply with policies and procedures relating to child protection, health and safety, confidentiality and data protection, reporting all concerns to an appropriate person
- Proactively support the Headteacher in leading the school both strategically and operationally
- Be a physical presence around the campus during learning and social times
- Contribute to the overall work and ethos of the school
- Attend and participate in meetings, school and public events as required
- Improve own practice through training, observation, evaluation and discussion with colleagues
- Recognise own strengths and areas of expertise and use them to support others
- Work across the two campuses as required
- Understand the importance of inclusion, equality and diversity, both when working with students and with colleagues, and to promote equal opportunities for all
- Take a proactive approach to health and safety, working with others in the school to minimise and mitigate potential hazards and risks and actively contribute to the security of the school, e.g. challenging a stranger on the premises
- Participate and engage with workplace learning and development opportunities, subject to the school's training plan, working to continually improve own performance and that of the school
- Undertake any other additional duties commensurate with the grade of the post

Person Specification: Head of School

	Selection Criteria	How Assessed AF (Application Form) I (Interview)
Education and Qualifications		
	<ul style="list-style-type: none"> ● Qualified teacher ● Evidence of continuing professional development in curriculum construction, pupil progress, teaching and learning 	<p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p>
Experience and Knowledge	Be able to demonstrate experience, understanding and application of:	
	<ul style="list-style-type: none"> ● Significant preparation and quantifiable impact within a senior leadership team ● Strategies and impact in raising children's progress and achievement ● All child protection and safeguarding procedures ● Strategies for promoting their spiritual, moral, social and cultural development and their good behaviour ● Strategies to raise standards through effective teaching and learning ● Different leadership styles and practices and their effects in a variety of contexts within a school ● The planning, monitoring and implementation of a differentiated and adapted curriculum ● The support of staff with teaching and learning and day to day management ● The responsibilities of governors as defined by national and local regulations ● Equality of opportunity and inclusion ● The formulation, monitoring and evaluation of the timetable ● Effective oral and written presentations and correspondence, to a range of audiences ● Working with the age range of students at Crestwood Community School ● Working in a challenging and diverse school successfully, including dealing with difficult parents 	<p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p>
Skills and Abilities	Leadership Skills: the ability to use appropriate leadership styles in different situations in order to -	
	<ul style="list-style-type: none"> ● Create and secure commitment to a clear vision for an effective school ● Set high expectations and standards, and provide a role model for children, staff and parents ● Prioritise, plan and organise the work of the school, alongside the Headteacher ● Devolve responsibilities, allowing staff the freedom to act within a defined framework ● Monitor practice to ensure that devolved responsibilities are being carried out ● Build, support and work as part of a team ● Motivate pupils and staff ● Work effectively in partnership with parents, governors and the wider community 	<p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p> <p style="text-align: right;">AF/I</p>

	<ul style="list-style-type: none"> ● Deal sensitively with people, show respect and resolve conflict ● Seek advice and support where necessary ● Meet the requirements of relevant legislation appertaining to schools 	AF/I AF/I AF/I
	<p>Decision-making Skills: the ability to -</p> <ul style="list-style-type: none"> ● Make decisions based upon analysis, interpretation and understanding of relevant data and information from both within and outside school ● Demonstrate balanced and fair judgement ● Effectively liaise with the Headteacher over issues as they occur 	AF/I AF/I AF/I
	<p>Communication Skills: the ability to -</p> <ul style="list-style-type: none"> ● Listen to and understand the views of others ● Make points clearly ● Consult and negotiate to achieve specific objectives ● Establish and manage good communication systems ● Chair and contribute to meetings effectively ● Prioritise and manage one's own time effectively ● Work consistently to deadlines ● Set and achieve challenging but realistic goals ● Take responsibility for one's own professional development 	AF/I AF/I AF/I AF/I AF/I AF/I AF/I AF/I AF/I
Work Circumstances		
	<ul style="list-style-type: none"> ● Commitment to personal development ● To be punctual and have regular attendance ● The postholder must be willing and able to work flexibly as may be required ● To travel and work at either campus as required ● Occasional out of hours working to support school functions or evening meetings 	I I I I I

Any candidate with a disability who meets the essential criteria will be invited to interview