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15th March 2019

Dear Applicant,

Assistant Headteacher/Core Curriculum Lead Vacancy

Thank you for your interest in our current vacancy for an Assistant Headteacher.

Seven Mills Primary School is a small but vibrant and successful single-form entry primary school, located just five minutes walk from the shops, businesses and public transport of Canary Wharf on the Isle of Dogs. The school was built in the mid 1960s and serves the Barkantine Estate, close to the Thames. The school is generously sized – both inside and in terms of outdoor space – and it is oversubscribed.

The school is very diverse and many children speak English as an additional language. Around 70% of the pupils are of Bangladeshi heritage and 65% of pupils are eligible for pupil premium. The school is a central part of the local community, provides many extended school activities and has a nursery on site. Behaviour is excellent and the calm atmosphere in the school is often noted by visitors. In January last year the school maintained its 'good' grade during a short (Section 8) Ofsted inspection.

Our ethos is child-centred, and we believe that we can achieve good academic results without ever losing sight of the fact that primary schools can and should be fun. We want every child to experience excitement and success every day, and we want our children to know that we value kindness, co-operation and enthusiasm for a broad range of activities – not just doing well in exams or tests.

The current Headteacher is retiring at the end of the school year, and as two other members of the senior leadership team are moving on to promotions (one of our current Assistant Heads is becoming a Head of School), our new and old Headteachers will be working alongside each other for the summer term to ensure a smooth transition for the school. They are supported a strong and stable governing body. The leadership team sees its role as ensuring that:

- teaching and learning across the whole school is of the highest quality;
- our children experience a stimulating, engaging and meaningful curriculum;
- our families receive the very best pastoral care and support.

We are looking for a member of staff at Assistant Head level to join the Senior Leadership Team, to work with colleagues as they take Seven Mills on to an exciting new phase of its development, building on past success.

Headteacher: Mr Mike Hirst
Headteacher Designate: Mr Tom Foster
Deputy Headteacher: Ms Laura Cookson

We are looking for someone with a minimum of five years' experience as a class teacher, across the Primary range. The post carries a class responsibility of four days per week, and we would like to appoint a teacher who both has excellent teaching practice and demonstrates leadership capabilities.

The leadership responsibility of the new Assistant Head will focus on supporting the core business of the school – teaching and learning. We have a strong team of teachers, including a part-time specialist spoken language and communication teacher, but the nature of a single-form entry school is that class teachers sometimes find themselves working independently. The Assistant Head should be prepared to offer support to colleagues with planning, assessment and curriculum development. They will also be expected to be visible and accessible to parents, and to share with the other members of the Senior Leadership Team (Head, Deputy and one other Assistant Headteacher) in the day-to-day running of the school. At a small school such as Seven Mills, we have an ethos of everyone 'mucking in'.

Leadership and management experience would therefore be valuable for this post, but first and foremost we are looking for someone who is a strong teacher and who can share their good practice with colleagues. Tact, sensitivity and a sense of humour are important – we expect staff to be reflective and creative practitioners, and the Assistant Head should be prepared to work within this framework, valuing the contributions made by colleagues, but dynamic and visionary enough to move the school forward in a planned and coherent manner. This post would therefore be a good professional development opportunity for a teacher who wishes to move towards a leadership role, but wants to retain a close teaching relationship with children and still have a strong focus on teaching and learning in their work.

We are committed to ongoing professional development for all staff, and envisage this post as a good first step towards a Deputy post or Headship.

Visits are encouraged – please contact the school office for times. We look forward to receiving your application.

The closing date for applications is Tuesday 23rd April. Completed applications should be submitted using the Tower Hamlets application form posted on the school website. Supporting statements should refer to the person specification and should be no longer than 2 sides of A4 in Gill Sans font size 11.

Mike Hirst
Headteacher

Tom Foster
Headteacher Designate

Laura Cookson
Deputy Headteacher

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