



Marlborough
PRIMARY SCHOOL
Engage • Motivate • Support • Challenge



HEADTEACHER RECRUITMENT PACK

February 2025

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ABOUT MARLBOROUGH PRIMARY SCHOOL



Marlborough Primary is a popular three form community school situated in Isleworth within the London Borough of Hounslow.

The school was originally opened on 29th June 1936 and rebuilt in 1997 to create a spacious, modern and attractive learning environment. Our intake of pupils reflects a culturally rich and diverse community, and we have a strong reputation for offering an inclusive and broad and balanced curriculum for all our learners.

At Marlborough our vision is to **engage, motivate, support** and **challenge** learners to achieve their personal best and become successful life-long learners. Our curriculum is designed to empower learners to take responsibility, have a growth mindset and strive to be their personal best. We understand the importance of strong relationships with all stakeholders, built on our core values of **kindness, resilience, integrity**, and **curiosity**.

Our team of experienced and qualified teachers are passionate about educating children and are dedicated to helping every student reach their full potential. We challenge and engage young learners, teaching them the essential skills they need to succeed in life. We believe in educating children in a holistic manner and strive to develop well-rounded individuals who are not only academically strong but also have excellent social skills, self-confidence and a sense of responsibility. We encourage our students to participate in various extracurricular activities that are designed to enhance their creativity, teamwork and leadership skills.

If you would like to know more about the school, please have a look at our website via [Marlborough Primary School - Home](#), where you will be able to learn more about the school, our academic and pastoral ethos, our creative curriculum and the range of extra-curricular activities. To have first-hand experience of the wonderful learning taking place and to get a true feeling of the school, we urge you to organise a tour of the school by contacting the school office.



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LETTER FROM THE CHAIR OF GOVERNORS

Dear Applicant,

Thank you for your interest in becoming the next Headteacher at Marlborough Primary School. We are looking for our next inspirational and committed leader who can recognise and build upon the many strengths of our school, while ensuring a drive for continuous improvement.

Our children come from a range of diverse backgrounds. This diversity is celebrated and is fundamental to the ethos of our school community, where opportunities are provided to enable every child to aspire to be the best they can be and celebrate their individuality within our shared values.

We are passionate about providing high quality education for every child, whatever their background or individual needs, and are committed to developing outstanding teaching and learning. We have high expectations of our children and encourage them to take responsibility for their learning, setting high standards in everything they do. We strive to instill a lifelong love of learning in all our children by offering a rich and varied curriculum that will challenge and engage them.

The recent Section 8 inspection in November 2024 confirmed that 'Marlborough Primary School has taken effective action to maintain the standards identified at the previous inspection.' We are working hard to continue to provide inclusive and aspirational opportunities throughout the school.


The Marlborough staff team and experienced Governing Board are committed and driven to ensure that the children's wellbeing is central to the school's values and emphasis is placed on nurturing the whole child within a safe environment, so they can become thoughtful, caring and responsible members of society. As a relatively high number of our pupils' families have migrated or may be going through challenging times due to the cost-of-living crisis, building strong supportive relationships with parents and carers is essential, enabling the school to become the hub of the local diverse community. In recent years, the school staff has been working incredibly hard, doing their best in the face of enormous challenges. They deserve an inspiring and caring leader supportive of their wellbeing and professional development.

We are looking for a Headteacher who is dynamic, thoughtful, reflective and kind – someone who understands how children of all ages learn and develop a love of learning. These are challenging times for all school leaders, and we are therefore seeking someone who has a good understanding of the current political climate and how this is affecting State education and schools such as ours the candidate will be proactive in developing the vision for the school to take account of changing needs and opportunities.

In addition to completing the application form, Governors ask for a Letter of Application that addresses the Person Specification and shows how you will build on the successful work of the current Acting Headteacher.

If you are inspired by this opportunity, you are warmly invited to come and see the possibilities for yourself by visiting the school prior to application. We look forward to receiving your application and learning what you can offer our children, staff, parents, governors and the wider school community.

Sarah Pearce
Chair of the Governing Board



I would recommend
this school to another
parent
94% of responses via
Parent View - 2024

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ETHOS AND VALUES

At Marlborough, our core purpose is to build on children's interests, knowledge and to instill passion for learning. Everybody is welcome and supported to be successful.

We endeavour to ensure each child takes personal responsibility, develop a growth mindset and strive to be their personal best. Our children are self-regulated with boundaries in knowing doing the right thing is important.

Our distinct ethos nurtures our children to:

Engage - Seeking to stimulate interest, capture attention and encourage the participation of our learners.

Motivate - We help our pupils respond positively to learning experiences. This is reflected in their enthusiasm, capacity for sustaining concentration and determination in completing tasks.

Support - We ensure that all our learners feel included and are able to succeed. This may include the use of targeted activities and questions, additional resources and/or specific learning interventions.

Challenge – We ensure that all pupils are encouraged to understand that learning requires effort and perseverance. This may involve applying their knowledge and understanding to new or unfamiliar situations.

We maintain a reputation for highly inclusive practice with specialist staff to support learning in collaboration and our inclusive ethos promotes greater understanding and empathy for others.

Our children grow positive attitudes to learning and are reflective, self-regulated and confident.

Our Values

We foster positive relationships promoting mutual respect and core values of kindness, resilience, integrity and curiosity.



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KEY SCHOOL DATA

Type of school	Primary		
Provision	Nursery to Year 6		
Location	London Borough of Hounslow		
Type of establishment	State Maintained Community School		
Co-ed. or single sex	Co-educational		
Budget	Deficit		
Last Ofsted inspection	"Good" – November 2024		
School Awards	Music Mark, Gold PE Award		
Total Staff	57		
Number of teachers	30		
Number of TAs	27		
Average class size	27		
Overall attendance	91%		
% of pupils eligible for pupil premium	17.02%		
% of pupils on SEND support	20.88%		
% of pupils with EHCP or statement of SEN	4%		
% of pupils with EAL	32.46%		
Attainment		Expected Plus	Greater depth
	Reading	80%	31%
	Writing	80%	15%
	GPS	80%	44%
	Maths	81%	27%

Pupils with special educational needs and/or disabilities are supported very well.
Ofsted November 2024

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JOB ADVERT

HEADTEACHER

Start date: September 2025

Salary: Group 3, L26 – L32

£96,000 - £110,573 (Outer London)

The Governing Board of Marlborough Primary School is seeking to appoint an inspirational new Headteacher to lead the school, which was judged to be maintaining a 'Good' standard at its last Ofsted inspection in November 2024

You will have experience of working collaboratively with governors, staff, parents and pupils to develop and sustain a self-improving school.

This is an exciting opportunity for a hard-working and dynamic Headteacher who is reflective, caring, thoughtful and keen to make a real and lasting impact in a great school that has the potential to be outstanding.

Are you:

- **A dynamic and inspirational leader?**
- **Able to lead a staff team that is committed to the best educational standards and the needs of our children?**
- **Able to work collaboratively with a proactive Governing Board?**
- **Passionate about education?**

If you are seeking an exciting career opportunity, Marlborough Primary School would welcome your application and will offer you an enriching and rewarding Headship.

Governors would welcome applications from either current Headteachers looking to take their career to the next level or aspiring Deputy Headteachers looking to take the next step in their career

Visits to the school are strongly encouraged. Please contact the school office to arrange a mutually convenient time for you to have a tour of the school and ask any questions you may have.

Closing date for applications: Friday 7th March 2025 (Midday)

Recruitment Day: Thursday 27th March 2025

Completed applications should be forwarded to yvette.mayers@hounslow.gov.uk. *Please note CVs will not be considered.*

Marlborough Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An enhanced DBS check, satisfactory references and a check against the barred list for children is required for this post.

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Job Description: Headteacher

The Headteacher will be responsible to the school's Governing Board.

The appointment is subject to the current conditions of employment for Headteachers contained in the current School Teachers' Pay and Conditions Document. This job description is based on the National Standards of Excellence for Headteachers (2015).

Statement of Purpose

To provide professional leadership for the school that builds on its success and improvement, ensuring high quality education for all its pupils in a happy and vibrant school and continually improving standards of learning and achievement for all pupils.

The Headteacher will always uphold and demonstrate the Seven Principles of Public Life. Known as the Nolan principles, these principles form the basis of the ethical standards expected of public office holders.

Key Responsibilities:

Shaping the Future

- 1) Ensure the vision for the school is clearly articulated, shared, understood and acted upon effectively by all.
- 2) Work within the school community to translate the vision into agreed objectives and operational plans, which will promote and sustain school improvement.
- 3) Demonstrate the vision and values in everyday work and practice.
- 4) Motivate and work with others to create a shared culture and positive climate.
- 5) Ensure creativity, innovation and the use of appropriate new techniques and technologies to achieve learning excellence.
- 6) Ensure that strategic planning takes account of the diversity, values and experience of the school and community at large.

Leading Learning and Teaching

- 1) Ensure a consistent and continuous school-wide focus on pupils' achievement, using data and benchmarks to monitor the progress of every child's learning and set challenging targets year on year.
- 2) Ensure that learning is at the centre of strategic planning and resource management.
- 3) Establish creative, responsive and effective approaches to learning and teaching.
- 4) Ensure a culture and ethos of challenge and support where all pupils can achieve success and become engaged in their own learning.
- 5) Implement strategies which secure high standards of behaviour and attendance.
- 6) Determine, organise and implement a diverse, flexible curriculum and implement an effective assessment framework.
- 7) Monitor, evaluate and review classroom practice and promotes improvement strategies.
- 8) Develop middle and senior leaders to support school improvement and develop a sustainable school.
- 9) Challenge underperformance at all levels and ensure effective corrective action and follow up.

Developing Self and Working with Others

- 1) Treat people fairly, equitably and with dignity and respect to create and maintain a positive school culture.
- 2) Build a collaborative learning culture within the school and actively engage with other schools to build effective learning communities.
- 3) Develop and maintain effective strategies and procedures for staff induction, professional development and performance review.
- 4) Ensure effective planning, allocation, support and evaluation of work undertaken by teams and individuals.
- 5) Ensure that there is clear delegation of tasks and responsibilities.
- 6) Continue school external partnership working by being a proactive and committed member of the C8 partnership and HEP.
- 7) Acknowledge the responsibilities and celebrate the achievements of individuals and teams.
- 8) Develop and maintain a culture of high expectations for self and for others and take appropriate action when performance is unsatisfactory.
- 9) Regularly review practice, set personal targets and take responsibility for personal development.
- 10) Manage own workload and that of others to allow an appropriate work/life balance.

Managing the Organisation

- 1) Create an organisational structure, which reflects the school's values, and enables the management systems, structures and processes to work effectively in line with legal requirements.
- 2) Produce and implement clear, evidence-based improvement plans and policies for the development of the school and its facilities.
- 3) Ensure that, within an autonomous culture, policies and practices take account of national and local circumstances, policies and initiatives.
- 4) Manage the school's financial and human resources effectively and efficiently to achieve the school's educational goals and priorities.
- 5) Recruit, retain and deploy staff appropriately and manage their workload to achieve the vision and goals of the school.
- 6) Implement successful performance management processes with all staff.
- 7) Manage and organise the school environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations.
- 8) Ensure that the range, quality and use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all pupils and provide value for money.
- 9) Use and integrate a range of technologies effectively and efficiently to manage the school.

Securing Accountability

- 1) Fulfil commitments arising from contractual accountability to the Governing Board.
- 2) Develop a school ethos, which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes.
- 3) Ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation.
- 4) Work with the Governing Board (providing information, objective advice and support) to enable it to meet its responsibilities.

- 5) Develop and present a coherent, understandable and accurate account of the school's performance to a range of audiences including Governors, parents and carers.
- 6) Reflect on personal contribution to school achievements and take account of feedback from others.

Strengthening Community

- 1) Build a school culture and curriculum, which takes account of the richness and diversity of the school community.
- 2) Create and promote positive strategies for challenging racial and any other prejudice.
- 3) Ensure that learning experiences for pupils are linked into and integrated with the wider community.
- 4) Ensure that there are a range of community-based learning experiences.
- 5) Collaborate with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families.
- 6) Create and maintain an effective partnership with parents and carers to support and improve pupils' achievement and personal development.
- 7) Contribute to the development of the wider education system by sharing effective practice and promoting innovation and partnership work.

Safeguarding

- 1) Responsible for promoting the welfare of all children and young people.
- 2) Keep up to date with all areas of Safeguarding responsibilities across the school.
- 3) Co-operate and work with relevant agencies to protect children.
- 4) Create an organisational culture which prioritises and monitors the safeguarding of children and young people.
- 5) Ensure that all paperwork and electronically held records are kept up-to-date and secure.
- 6) To be the schools Designated Safeguarding Lead.



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Person Specification: Headteacher

Key Criteria

Qualifications & Experience

UK Qualified Teacher Status

Proven successful recent senior leadership experience within primary education as a Headteacher or Deputy

Successfully completed or part way through NPQH and any evidence of successful Postgraduate study (e.g., MA in Education), if held

A record of recent and relevant in-service and external training including safeguarding

Substantial and varied teaching experience across the primary age range

Experience of working within a diverse community

Experience of working effectively with the school community and external partners, including other school leaders and their institutions

Qualities & Knowledge

Knowledge of what constitutes good and outstanding teaching

Knowledge of how to develop and monitor teaching and learning to improve the quality

A proven track record of the ability to raise the academic and personal achievement of all pupils

To have a developed understanding of both the strategic role of the Headteacher and the importance of being a substantial presence in the daily life of the school

An up-to-date understanding of national policy, curriculum developments and the statutory and legal framework within which a school operates, including the OFSTED framework

Pupils and Staff

Is able to manage, inspire, encourage and empower staff

Is able to demonstrate strong and effective leadership and management skills

An ability to identify and promote excellence and challenge poor performance across the school.

Demonstrate a commitment to providing choice and flexibility in learning to meet the needs of every child and to ensure that every child achieves his/her potential

Understands about the relationship between managing performance, CPD and sustained School improvement

Ability to analyse and monitor assessment data to identify needs and trends in order to promote appropriate levels of challenge to all pupils

The ability to identify potential in both pupils and staff and to be insistent on their success as outstanding students and teachers

A proven commitment to inclusive education which addresses the needs of all the learners in a diverse community

Managing the Organisation

Evidence of a commitment to sustaining and developing a safe, secure, and healthy school environment, in accordance with Child Protection and Safeguarding legislation

To understand fully what is required to lead a school efficiently, effectively and transparently for all, and understanding the importance of active challenge from governors and external agencies

Is able to manage the financial and human resources effectively and efficiently to achieve the school's educational goals and priorities

An understanding of managing finance efficiently in accordance with benchmarking, financial management and best value principles

Securing Accountability:

Have a commitment to the use of outcomes from regular self and peer review develop a high impact School Development Plan


Is committed to individual, team and whole school accountability for pupil learning outcomes.

Strengthening the Community:

Has a commitment to partnership with parents and the community to realise the distinctive vision and values of the school

Has a commitment to collaboration and networking with other schools to improve outcomes;

Has empathy towards and an understanding of a multicultural, diverse community such as ours and how it is an asset to the school



My child feels safe at
the school
72% of responses via
Parent View 2024

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