

Kingsbury Episcopi Primary School

**HEADTEACHER
RECRUITMENT PACK**

LETTER FROM THE GOVERNORS

Dear Applicant,

Thank you for your interest in the Headteacher role at Kingsbury Episcopi Primary School.

We are a warm, vibrant school with a strong sense of community and a clear mantra: Success through teamwork. We're looking for an inspiring and ambitious leader who can drive our continued development, support every child to flourish, and nurture our dedicated and successful staff team.

You'll bring a proven commitment to inclusion and excellence and a strong track record in raising outcomes for all pupils, including those with SEND and from disadvantaged backgrounds. You'll also engage fully in the wider Somerset Schools community and lead with energy, flexibility, and vision.

Please see the application pack for further details. If you have any questions, do get in touch—we'd love to hear from you.

Warm regards,
The Governors
Kingsbury Episcopi Primary School

OUR VISION

Excellence in all we do, 'Success Through Teamwork'

At KEPS we are confident, curious and independent: we embrace our learning and enjoy new challenges.

As a well-established Teaching Team and staff with a passion for Success for all we aim to share our expertise and experience with those entering the profession and the wider community of schools within and beyond our catchment. We embrace new learning and continued professional development to inspire the pupils at our school.

Our Vision and Ethos statement

Kingsbury Episcopi Primary School is a welcoming, inclusive family with a strong moral ethos. We continually aim to be an excellent school where people care more, dream more and expect more than others think is possible.



OUR AIMS

At Kingsbury Episcopi Primary School, we are committed to helping every child achieve their potential and be the best they can be. We are ambitious for all—especially those who face disadvantage—and we foster resilience, curiosity and a love of learning across a rich and inclusive curriculum.

We believe mistakes are part of the learning journey and encourage reflection, growth and humility. Our culture of teamwork means we learn together, support one another, and aim for excellence in all we do.

Children are empowered to take ownership of their learning, collaborate with others, and develop the confidence to become courageous, resilient and determined learners.

We are proud to offer a nurturing, high-quality education within a strong community of staff, families and governors—working together to create lifelong learners in a caring and inspiring environment.



ABOUT KINGSBURY EPISCOPI

Kingsbury Episcopi is a parish located in southwest Somerset. The parish is comprised of seven village communities: Thorney, Kingsbury Episcopi, Stembridge, Burrow Hill, West Lambrook, Mid Lambrook and East Lambrook.

Kingsbury Episcopi parish holds important architectural features including the lockup and St. Martins church tower in Kingsbury, as well as the Manor House and St. James Church in East Lambrook.

In the natural landscape, special wonders, including Burrow Hill, the Parrett River trail and the Somerset Levels can be found.

Culturally, the annual Kingsbury May Festival and Scythe Fair in Thorney attract thousands of visitors from around the country.



WELCOME TO KEPS

Kingsbury Episcopi Primary School is a wonderful place to learn, grow and thrive. Set in the heart of a vibrant rural community, we offer a nurturing, creative and ambitious environment where children are inspired to achieve their best.

Our curriculum is enriched with hands-on experiences, including regular opportunities for outdoor learning, forest school, music, drama, and creative arts. We're proud to have our own on-site swimming pool and a large playing field, giving children the chance to be active, confident and healthy.

We have a range of after-school clubs throughout the year, helping children discover new interests and develop new skills. Our on-site preschool also offers a smooth and supportive transition into Reception, ensuring children feel confident and secure from the very start of their school journey.

We take pride in being part of the wider community and regularly get involved in local events and celebrations. Our active PTA plays a key role in supporting school life and bringing families together.



KEY INFORMATION

“PUPILS AND STAFF LIVE UP TO THE SCHOOL’S MISSION OF ‘SUCCESS THROUGH TEAMWORK’. PUPILS TRUST ADULTS TO GUIDE THEM AND LOOK AFTER THEM. OLDER PUPILS SET A GOOD EXAMPLE TO YOUNGER PUPILS AND TAKE CARE OF THEM AT PLAYTIMES. PUPILS LEARN TO UNDERSTAND AND AGREE COMMON VALUES. THIS CREATES A STRONG SENSE OF COMMUNITY.”

— OFSTED, MAY 2023

	Current Data (April 25)
Type of School	Local Authority
Number on Roll	124
Number of classes	5
Attendance Last Term	94.53%
% of children with SEN	23.2% (1.6% EHCP)
% of children eligible for FSM	15.2%
% of children with EAL	1.6%
% of children in receipt of Pupil Premium	19.2%
Staffing Statistic	Teaching Staff: 5 HLTA's: 2 LSA's: 2 MDSA's: 4 Preschool Staff: 4 Office: 1 Site Staff: 1
Ofsted report May 2023	Click Here

WHAT SKILLS AND EXPERIENCE WE'RE LOOKING FOR

We are looking for a leader who will:

- Inspire staff and pupils to be their best by sharing a vision of excellence that supports all to flourish
- be ambitious for the school's future and lead its growth and development
- fully engage in the work of the whole of Somerset Schools and bring skills and opportunities to the wider school community
- support the continued journey at KEPS with a focus on informed practice in all areas of curriculum and pedagogy to ensure the best educational opportunities for all pupils
- bring a track record of success in enabling all pupils to reach their potential, including disadvantaged and SEND children
- have the knowledge and qualities needed to continue to develop colleagues so that they achieve the highest standards of teaching and learning
- demonstrate a personal commitment to inclusion and diversity
- positively embrace and develop the school's mantra of 'Success through teamwork'.

Desirable:

- NPQH
- Experience of leadership in more than one school
- SENCo award or be able to complete this
- Recent teaching experience
- Ability to multi task, be flexible and raise standards continuously

WHAT SKILLS AND EXPERIENCE WE'RE LOOKING FOR

	Essential	Desirable
Qualifications	<p>Qualified Teacher Status. Evidence of recent and relevant professional and personal development in preparation for this post.</p> <p>Recent experience in Senior Management.</p>	<p>Hold a current NPQH certificate or equivalent or be prepared to carry out the qualification SENCo Award or be prepared to carry out the qualification Masters in Education</p>
Experience	<p>Proven leadership experience in the primary sector. Teaching experience across the primary age range including effective assessment methods. Experience of leading and managing a diverse team combined with the ability to nurture and sustain outstanding teaching and learning. Experience in the use of a variety of forms of pupil assessment, including monitoring, tracking, data analysis and assessment. Then to utilise this information with the staff to set and monitor targets for pupil progress and outcomes. Collaborative working and relationship building with a broad range of stakeholders. Demonstrable commitment to the social and emotional wellbeing of pupils leading to strong achievements. Experience of working with a Governing Board in an open and transparent manner, enabling them to perform their strategic role effectively resulting in continuing school improvements. Experience of managing school finances within constrained budgets for the benefit of the school.</p>	<p>Experience of coaching or mentoring Assistant Head, key Stage Leadership and/or Deputy Head experience Experience of more than one school.</p>

WHAT SKILLS AND EXPERIENCE WE'RE LOOKING FOR

	Essential	Desirable
Professional Knowledge	A working knowledge of school governance, including providing suitable data in a meaningful form that enables Governors to hold school leaders to account. A thorough knowledge of all statutory requirements including the national curriculum, assessment and Ofsted frameworks. Knowledge of the Early Years Foundation Stage curriculum. Knowledge of and commitment to the promotion of diverse and inclusive schools and society. Understanding of British Values.	Up to date, broad, knowledge of the national agenda for schools, particularly with regard to school structure and funding.
Professional Skills	Excellent oral and written communications combined with strong data analytics abilities, resulting in an ability to analyse, produce and present information to a variety of audiences. The ability to promote positive behaviour for learning and to ensure effective programmes for pupil behaviour, guidance, support and welfare are in place. Understanding of tools and techniques to manage and support the wellbeing of all staff.	A strong track record of improving school performance through the use of a selection of school improvement strategies and knowledge of school performance and priorities.

FURTHER INFORMATION

What the school offers its staff:

Working as a Headteacher within Somerset Schools offers advantages that contribute to both professional growth and personal well-being. The expansive network of Somerset provides a dynamic and supportive environment for our Headteachers.

Commitment to safeguarding

Our organisation is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. We expect all staff, volunteers and trustees to share this commitment.

Our recruitment process follows the keeping children safe in education guidance.

Offers of employment may be subject to the following checks (where relevant): childcare disqualification Disclosure and Barring Service (DBS) medical online and social media prohibition from teaching right to work satisfactory references suitability to work with children.

You must tell us about any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.

SELECTION PROCESS

School Visit:

You are warmly welcomed to visit the school. To arrange a visit please email office@kingsburyepiscopiprimary.co.uk

Applications:

Please contact sserecruitment@somerset.gov.uk for the application pack or from the school website.

Closing date:

Applications must be received by **1st May @ 12pm**

Interviews:

These will take place on **Thursday 8th and Friday 9th May 2025**. Shortlisted candidates will be advised on the range of tasks and activities that will make up the selection process. Please confirm your availability to attend.

Appointment timescales:

Our current Headteacher is leaving at the end of this academic year. Our intention is that the new Headteacher will take up the post on 1st September 2025 or as soon as possible thereafter.

Pay Scales:

L10 to L16 - £59,167 – £69,969 (pro-rata per annum)

Contact Information:

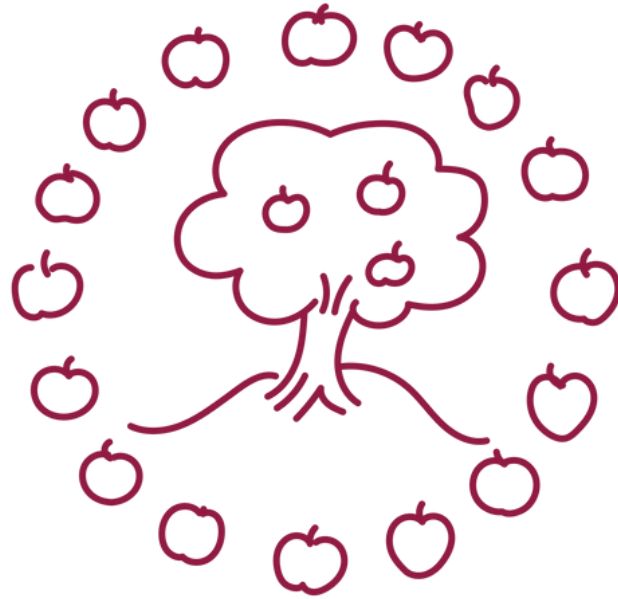
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www.kingsburyepiscopiprimary.co.uk/



**WE LOOK FORWARD TO
RECEIVING YOUR APPLICATION
AND WELCOMING YOU TO OUR
SCHOOL.**