

# Head Teacher, Information Pack



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# Letter from the Chair of Governors



Dear applicant,

On behalf of the governing body, thank you for your interest in the Head Teacher position at Long Sutton Church of England Primary School which has arisen due to the retirement of the present incumbent.

We are a rural school in South Somerset with 100 pupils on roll across 4 mixed-age classes, and a further 25 children in our Toy Box pre-school. We strongly believe that all the school community should 'Learn to love and love to learn', a vision that is central to all that we do. The school has very close links with the local community, particularly Holy Trinity Church.

We offer a rich and creative curriculum supported by extra-curricular opportunities. The school enjoys a wide range of facilities. More information about the school can be found at <https://www.longsuttonprimaryschool.co.uk/>.

Please note that this role involves 1.5 days teaching per week and includes some lunchtime cover.

This is a pivotal time in our educational journey, and we are seeking to appoint a dynamic and inspiring leader who will take our school forward to its next exciting chapter whilst providing the best possible education and experiences for all our children. We are a maintained school, but the governing body has made a minuted decision to join a Multi-Academy Trust along with a group of other local schools already working closely together; moving as a group will give us strength and influence within the trust. This decision was made after much deliberation, and with the involvement of the Bath and Wells Diocese and our Community Learning Partnership.

This recruitment pack includes details about the role, our school and the qualities that we are seeking. We hope it gives you a clear sense of our ethos and aspirations. If you share our commitment to helping every child flourish, we look forward to your application and to learning more about your experience, leadership style and how your vision for our school can help us continue to grow and thrive. Visits to the school are welcomed and encouraged; we would love to show you around and answer any questions that you may have - please contact the School Office to arrange this.

Thank you again for your interest in our school.

Yours faithfully,

Mike Hampson  
Chair of Governors



# About Our School



*Learn to Love and Love to Learn*

Long Sutton C of E (VA) Primary School is a rural primary school in South Somerset. We pride ourselves on the warm welcome we give, and the positive relationships we build with each family.

Our current structure is 4 classes, as follows:

- Cygnets Class: Reception
- Kingfisher Class: Years 1 and 2
- Kite Class: Years 3 and 4
- Harrier Class: Years 5 and 6

We are lucky to have our own Toy Box pre-school on site, whose staff work very closely with the Reception teacher to support the learning and development needs of young children in our community, ensuring they have a very smooth transition to our school.

We offer wraparound care from 7:45am to 5:45pm Monday to Thursday, and from 7:45am Friday.

There is a wide range of facilities including a large school hall, beautiful grounds which include an outdoor swimming pool, a big school field, 2 playgrounds and a wild garden area.

We have a popular school choir - in the wider community, the choir recently enjoyed singing with other Somerset schools at Wells Cathedral as well as playing a key part in the village carol service.

Our school continues to be a GOOD school according to our most recent Ofsted inspection (January 2024). We feel that the report reflects the school's family ethos and the importance of every child to us. "The school is ambitious for all pupils to learn well across the curriculum. Staff take time to build warm and secure relationships with pupils. This helps them to learn well in a calm and nurturing environment. The school has worked with families to improve attendance. As a result, pupils attend well."

The Church School Inspection (SIAMS) in June 2024 stated that the vision "underpins school life enabling pupils and adults to flourish" and, inspired by this vision, "the school's curriculum and extra-curricular provision provide a holistic education which encourages pupils to aspire to be the best that they can be."



# About Our School

## **Long Sutton Primary School Promises**

*Our school promises were written with the whole school community, focusing on what is important within our school. They are at the centre of our Behaviour Policy and run alongside our use of Restorative Practice.*

- *Be safe*
- *Be kind*
- *Be your best*

*Learn to Love and Love to Learn*

## **School numbers and data**

100 students on roll  
PAN entry of 18

28 members of staff, comprising:

Head Teacher and 5 teachers (3 full-time, 2 part-time), supported by:

14 TAs (7 full-time, 7 part-time), SENDCo, PFSA, 2 office staff, one cleaner, one cleaner/caretaker and 2 kitchen staff

8% of pupils are eligible for FSM  
17% of pupils receive SEND support  
5% of pupils have an EHCP  
Attendance to date is 96.2%



# Ethos, Vision and Values

## School Prayer

Oh Lord  
bless our school;  
that working together,  
and playing together,  
we may learn to serve you  
and to love one another.  
Amen

Compassion, thankfulness, hope and resilience with love running through all these, all linked by love, are the Christian values which underpin the ethos of our school.

Each value is underpinned by a bible story and a hymn to help the children understand the value and interpret in their daily lives:

<b>Compassion:</b> The Good Samaritan - <i>Luke 10: 25-37</i>	(When I needed a neighbour)
<b>Thankfulness:</b> The Ten lepers - <i>Luke 17: 11-19</i>	(Thank you Lord for this new day)
<b>Hope:</b> The story of Noah's Ark - <i>Genesis 7</i>	(Make me a channel of your peace)
<b>Resilience:</b> Daniel and the Lion's Den - <i>Daniel 6</i>	(Be bold, be strong)

Our school is an integral part of our village and everyone within this community is valued and nurtured as part of our school family and God's family. Christian teaching and values are at the heart of all we do, to ensure that we develop well-motivated, independent, happy children who aspire to achieve their best in all they do, respecting and valuing themselves and others.

### Our vision for our children is that, when they leave us, they will:

- Strive to be the best they can be and achieve well in all they do;
- Be resilient;
- Be good communicators;
- Value and respect themselves as well as others;
- Show curiosity and have a love of learning;
- Be compassionate, showing tolerance and accepting others;
- Be excited about all they learn;
- Be able to work well as part of a team



**'Love your neighbour as you love yourself' - Matthew 22:39**

# Curriculum, Teaching and Learning

We provide a happy, caring environment where our pupils learn to value excellence, achieve the best they can and discover for themselves a genuine delight in learning. Our broad and balanced curriculum encourages the children to acquire wide knowledge and develop individual skills, supporting them to become life-long learners. We regularly celebrate their achievements.

In our EYFS we provide a learning environment where every child feels nurtured, challenged and supported. We help our pupils to thrive through playing, exploring, active learning and thinking critically.

In KS1 and KS2 we offer a broad and balanced curriculum. English and Maths are taught separately, whilst other subjects are linked where possible. Science is a core subject across the school and is taught at least weekly. Our curriculum is inclusive and adapted to suit each child's individual needs and abilities. In the delivery of our curriculum, we adopt a cross-curricular approach.

This term our school trips and workshops have had a focus on History. Harrier Class enjoyed a trip to Glastonbury, developing their understanding of the Anglo Saxons; Kite Class invited a visitor to support their learning on the Egyptians; Cygnet Class are going to visit Haynes Motor museum; whilst Kingfisher Class have a workshop in school about the Fire of London.

We have an experienced SENDCo who works 2.5days per week. We also have an ELSA. We aim to provide individual provision to best meet the needs of all our children, including those with any additional educational, social, emotional or physical needs.



# Long Sutton Community



The school has very close links with both the local community and our church, Holy Trinity. We have regular visits from local church members. Our pupils visit the church at least once a term to celebrate the major Christian events, as well as wider curriculum class visits. Revd Judith Swan is the Vicar for Cornerstone Benefice (6 local parishes) and visits school to lead assemblies, services and a prayer group.

Our annual Year 6 leavers' service at Holy Trinity Church is a longstanding and popular tradition. The pupils play a large part in this service and then enjoy the challenge of climbing to the top of the church tower. The school and church jointly hold an annual summer fete on the school field. This is a very popular and well-attended event.

We have many community members who volunteer in school to assist with reading and crafts. They also help Reception children on weekly welly walks around our village.

Another school tradition is to invite our senior citizens to watch the Reception children perform their Nativity play, with drinks, nibbles and a singalong.

A Macmillan coffee morning is held in school, open for all to attend and run by Cygnet Class.

Next door to the school is the village hall, village shop, tennis courts, skate park, playground, successful cricket club and large recreation field used for our annual inter-school cross-country event.

The wider community has the opportunity to hire our swimming pool during weekends and summer holidays.



# What We Love About Our School



*We have a lovely, big playground and field, and a great swimming pool*

*We are lucky to have the play pod at playtimes with all the equipment*

*We can show how we are feeling*

*We get to learn lots of fun subjects*

*We have lots and lots of books, our library is really good*

*We have kind Wellbeing Ambassadors to help us when we are feeling sad*

*We have a lot of after-school clubs and music lessons from a music teacher*

*We have lots of kind people in this school*

*We have lots of different types of events throughout the year*

*The teaching is really good, and the teachers help us to learn*

*I love that we are a big community*

*We get the opportunity to make a lot of wonderful friends*

- Year 3

# We Would Like a Head Teacher Who...



*Is really kind, gentle, helpful, always there to support, not be too strict and, importantly, funny*

- Years 2 and 3

*I want the new head to help me learn*

*To be sporty*

*A bit strict but fun*

*To be kind and helpful*

*To be energetic and to be empathetic*

*To take us all on trips*

*To be positive and empathetic*

*Polite*

*To let us bring our pets into school*

*Hobbies - to like planes, to be creative, to like rugby and maybe play it?*

- Years 3 and 4

*Supportive with our reading*

*Not too serious*

*Strict but not mean*

*Listens to our ideas*

- Years 5 and 6

# Job Description and Person Specification

The Job Description and  
Person Specification  
are available along with  
this recruitment pack



Long Sutton Church of England Primary School  
HEAD TEACHER JOB DESCRIPTION

Salary Range: Leadership Scale L10-L15

### Overriding Requirements

The Head Teacher shall carry out all professional duties in accordance with and subject to the 'Conditions of Employment of Headteachers' set down in the Schoolteachers Pay and Conditions Document (STPC document) as amended from time to time. In particular, paragraphs 54.1 and 54.2 of the STPC document refer.

Nothing in this job description can amend, or is intended to amend, those overriding requirements.

### Job Purpose

The core purpose of the Head Teacher is to provide professional leadership and management for the school.

With the Governing Body, the Head Teacher provides vision, direction and leadership for the school, ensuring it is managed and organised to meet its aims and objectives. The Head Teacher also seeks to secure the commitment of the wider community to the school by developing and maintaining appropriate networks and relationships.



Long Sutton Church of England Primary School  
HEAD TEACHER PERSON SPECIFICATION

This document is based on the National Standards for Headteachers which sets out, under key areas, the role of the Head Teacher. Within these areas are identified the knowledge requirements, professional qualities, skills, dispositions and personal capabilities needed by Head Teachers and the actions needed to achieve the core purpose. It is important to emphasise that these skills and qualities are interdependent, and many are applicable to all the key areas.

### 1. QUALIFICATIONS AND EXPERIENCE (CAREER DEVELOPMENT)

Core Skills and Competencies	Essential	Desirable
Attainment through career progression and experience, CPD and specialist training  Knowledge of and commitment to CPD of self and others	1.1 Qualified teacher status	1.6 NPQH
	1.2 Evidence of recent and relevant professional and personal development	1.7 Advanced qualification
	1.3 Experience of teaching EYFS/KS1/KS2 and record of excellent Primary practice, including effective assessment methods	1.8 Experience in more than one other school
	1.4 Experience of leading a school/academy or significant senior role experience in leadership	1.9 Experience working in an academy and/or MAT
	1.5 Appropriate Safeguarding training and a willingness to be the Designated Safeguarding Lead	1.10 Experience as Deputy Head 1.11 Diocesan Pre-Headship Training 1.12 SENDCo qualification and experience in this role

### 2. LEADING LEARNING AND TEACHING

Core Skills and Competencies	Essential	Desirable
Communication Listening Influencing Analytical People management Problem-solving Creativity Team orientation Results orientation	2.1 Use strategies to raise achievement, using data and benchmarks to monitor progress in each child's learning	2.8 Demonstrate an enthusiasm for out-of-classroom learning
	2.2 Ensure that learning is at the centre of strategic planning	2.9 Demonstrate a commitment to, and understanding of, community-based learning
	2.3 Organise and implement a diverse, flexible curriculum and an effective assessment framework	2.10 Experience of working with mixed-age classes
	2.4 Monitor, evaluate and review classroom practice, challenging underperformance at all levels and promoting improvement strategies	
	2.5 Implement strategies for ensuring inclusion, diversity and access, and support a culture where all pupils can achieve success	
	2.6 Develop a creative, responsive and effective approach to learning and teaching	
	2.7 Take a strategic role in the development of new and emerging technologies, and extend the learning experiences of pupils	

effective working relationships with:

level with all Head Teacher colleagues, in particular  
ships with:

demey and other relevant secondary schools  
hools in Somerset

g Body, Local Authority, staff and parents.

# Key Dates

Closing date	Monday 9 March 2026 (12pm)
Shortlisting date	Tuesday 10 March 2026
Interview dates	Thursday 19 and Friday 20 March
Start date	Tuesday 1 September
To arrange a school visit	Contact the School Office: (01458) 241434 <a href="mailto:enquiries@LongSuttonPrimary.co.uk">enquiries@LongSuttonPrimary.co.uk</a>