



Archdiocese of Birmingham

Our Lady of the Assumption Catholic Primary School,  
Coventry.

“Love one another as I have loved you.”

Required for January 2020

**Head Teacher**

Leadership Scale: 16 – 23



As a result of the retirement of our current outstanding Head Teacher the Governors, Staff and Children wish to appoint a new Head Teacher for Our Lady of the Assumption Catholic Primary School, Coventry. Our new head will be a highly motivated, caring and energetic leader who will inspire and nurture our children with a broad and creative curriculum and who will oversee their primary school faith journey in the manner of our school's motto.

Section 48 Report

May 2017

The welcoming mission of the school is evident everywhere and staff and pupils live out this mission on a daily basis.

Our Lady of the Assumption School provides a loving, caring and secure family atmosphere where relationships are exemplary.

Independent Safeguarding Report

April 2018

The school monitors its procedures and continuously evaluates them, so that they are updated for both the school's context and nationally. This is a school that knows its children, families and the community well.

OFSTED Short Inspection Report

October 2018

Leaders are highly reflective and constantly seek ways to improve the learning journey of every child. The school continues to go from strength to strength. Staff value the trust placed in them and are deeply committed to the strong, shared vision.

**We are looking for a Head Teacher who:**

Is a practising Catholic with a comprehensive understanding of Catholic education

Will work in partnership with Governors and Leadership Team in taking a strategic role in curriculum development

Has vision, energy and a forward-thinking outlook

Has experience in Senior Leadership, and teaching in at least two primary school phases and who can demonstrate outstanding teaching skills

Be a team worker as well as a team leader

Is an open, honest and effective communicator who leads by example

Will take ownership of the school and will become recognised in the community as the Face of the School

Is committed to working with children, parents and staff to raise standards

Has high expectations and aspirations and will promote and celebrate the achievements of all children

Able to analyse data, develop strategic plans, set targets and monitor and evaluate progress towards these

Is approachable, resilient and has a positive “can do” attitude

**In return we can offer you:**

A warm and welcoming school community with a family atmosphere

Happy, enthusiastic and caring children who are willing and eager to learn

A school which has the support of our parents and wider parish community  
A school where team work is strong, where staff turnover is exceptionally low, morale is high and dedicated, talented and caring staff strive to build on our high standards  
An effective, supportive and active Governing Body, supported by both the Diocese and Local Authority  
An opportunity to respond to your vocation, deepen your faith and develop your professional career  
Valuable and valued networking arrangements with other schools

Visits to the school are warmly welcomed and may be arranged through Carolyn McKay, Business Manager, whose details are given below.

Applications should be addressed via email to:  
[tonykiely177@btinternet.com](mailto:tonykiely177@btinternet.com)

or by post addressed to:

Mr. A Kiely,  
Chair of Governors,  
Our Lady of the Assumption Catholic Primary School,  
Hawthorn Lane,  
Coventry,  
CV4 9LB

Envelopes should be marked: "Confidential - Addressee Only – Application"

**Closing date: Noon on 11<sup>th</sup> March 2019**

**Shortlisting: 15<sup>th</sup> March 2019**

**Interviews: Tuesday 2nd April and Wednesday 3<sup>rd</sup> April 2019**

All shortlisted candidates will be observed teaching a class their own school.

For further details and an application form, please contact Carolyn Mackay School Business Manager) on [c.mckay@ourlady.coventry.sch.uk](mailto:c.mckay@ourlady.coventry.sch.uk) or by phoning 02476 466655

A full application pack is also available on the school website.

Our Lady of the Assumption Catholic Primary School is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff, volunteers and external agencies to share this commitment.

The post is subject to an enhanced DBS check.