



# Seven Kings School



*Friendship Excellence Opportunity*



# Seven Kings School

## KEY FACTS AND STATISTICS:

<b>Type of School</b>	All Through Co-educational Community School
<b>Location</b>	Seven Kings, Ilford
<b>Age Range</b>	4 - 18
<b>Primary Campus</b>	840 students
<b>Secondary Campus</b>	890 students
<b>Sixth Form</b>	464 students
<b>% of Children with EAL</b>	88% Primary Campus
<b>% of Children with SEND</b>	4.6% Primary Campus
<b>PP</b>	13% Primary Campus

A Rights Respecting School Silver Award  
Member of the Seven Kings Partnership  
Member of Redbridge Education Partnership

<b>Executive Headteacher</b>	Jane Waters
<b>Chair of Governors</b>	Jean Roult
<b>Website</b>	<a href="http://www.sevenkings.school">www.sevenkings.school</a>

**School Motto:** *Friendship Excellence Opportunity*



*I love learning, it is about remembering things  
for the rest of your life. Year 1 Student*









## Leadership Scale: L24-28

(commensurate with experience/more for an exceptional candidate)

Required for September 2025: **HEAD OF PRIMARY**



Leaders leave no stone unturned in their drive to improve the outcomes and well-being of every child in Seven Kings. Their high aspirations for all pupils and staff, coupled with an unwavering focus on sustained improvement, are at the heart of the school's success. Consequently, the quality of education provided is outstanding. Ofsted September 2018

This is a great opportunity for an experienced, influential leader who puts children at the centre of all they do. We are looking for a leader who demonstrates a deep understanding of the academic, social and emotional needs of children aged 5-11 with the opportunity to see them grow to 18 and help play a pivotal role in shaping this journey.

A leader who possesses exceptional interpersonal and communication skills, with the ability to inspire trust and confidence in staff, young people and parents. A strategic thinker with the ability to lead school improvement initiatives and manage change effectively supported by a strong and committed all through Governing Body.

A leader who shows a commitment to upholding the ethos and values of our lovely school, fostering a nurturing, supportive yet ambitious environment. We strive to build strong and effective partnerships with parents and the local and wider community as we know this is vital to our young people's educational achievements. We are proud to be at the heart of our community.

We want an exceptional teacher who is an inspirational and highly effective leader to help us continue to excel. Our core purpose is to change children's lives for the better: that is the moral imperative that drives our work at Seven Kings School. We have a clear and relentless focus on learning and developing a love of learning. This applies to adults as well as children and we pride ourselves on our professional development programmes and our commitment to the development of all of our staff who are ambitious for all our young people and for themselves and others.

As an all through school we strategically plan to ensure our motto – Friendship Excellence Opportunity - pervades the whole school and the strategic leadership of learning and teaching and pastoral care is central to our ethos. Secondary specialists teach on the primary campus and our Year 7 Year Leader is a primary teacher.

The successful candidate will lead the Primary Campus in our all through school; and as such this is an exciting career choice. We are looking for an experienced Headteacher who will have autonomy to run the campus within the ethos of the school; the timing is just right for this next development. Our students have a love for learning and a curiosity about the world around them. Our families want the best for their children as do we. Your inspiring leadership will be central to achieving this. Our staff have high expectations of our young people to be the best they can be inside and outside the classroom; we are ambitious for our community and know how important a happy safe school is to ensure our young people are curious and risk takers in their learning.

## OUR CONTEXT

Seven Kings School is an all-through comprehensive school in the London Borough of Redbridge. The primary campus is a 4 form entry campus and the secondary campus is a 6 form entry campus. The secondary campus is the designated borough provision for students with physical disabilities. We provide a high quality education to local children, regardless of their ability. There are approximately 2300 students on roll, 500 of these in our Sixth Form.

Our last Ofsted inspection in September 2018 described the 'harmonious' school as 'outstanding' in all 4 categories as well as outstanding in our EYFS. The successful candidate will be supported by a strong and effective primary leadership team as well as an experienced secondary team.

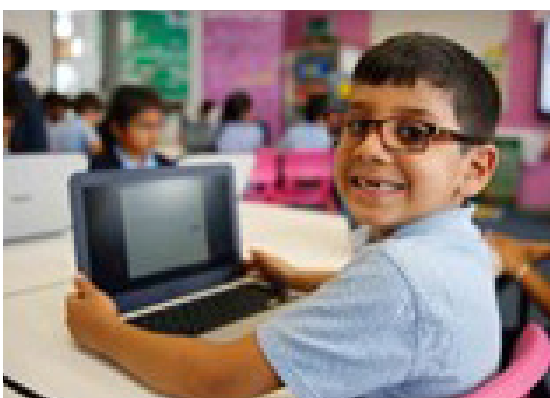
Seven Kings leads a Learning Partnership of 24 schools. We believe outstanding schools are outward facing, learning from others and sharing practice; it is a challenging and exciting place to learn and grow as an individual and leader with a national reputation for innovation. You will play a key role in shaping our Partnership.

We are looking to appoint a candidate who is eager to develop this role and we welcome applications which will ensure we are continuing to diversify our staff and leadership, we are committed to equal opportunities.

Seven Kings School is committed to safeguarding and promoting the welfare of children and young people and we expect all staff to share this commitment. This post will be subject to an enhanced DBS check.

If you would like to visit the school and we would expect you to do this and see our school learning please contact [c.o'brien@sevenkings.school](mailto:c.o'brien@sevenkings.school). It is a 4 form entry school which opened in 2015 on a small footprint but with access to the additional facilities on the secondary campus across the road with sports days, swimming lessons as well as using the science laboratories in a white coat etc. all within the grounds.

*We look forward to meeting you*



***Teachers help me learn lots of new things and they make the classroom a happy place.  
Year 2 student***

# Job Description

**Job Title:** Head of Primary School, Seven Kings School

**Salary Range:** L24-28 (commensurate with experience/more for an exceptional candidate)

## PURPOSE OF JOB:

- To take overall responsibility for the leadership and management of every aspect of the primary school and to establish a culture of learning and teaching to ensure that the school provides outstanding education for all the children of the school
- To lead and develop the Seven Kings Primary Senior Leadership Team
- To be a member of the Seven Kings All Through Senior Leadership Team, led by the Executive Headteacher, and to exercise individual and corporate responsibility for the care and promotion of the interests of the school community

## KEY TASKS AND RESPONSIBILITIES:

The following expectations of the Head of Primary School complement the responsibilities and duties of a Headteacher as set out in the School Teachers' Pay and Conditions Document. Nothing in this job description detracts from or replaces the requirements set out in that document.

- The Head of Primary will provide leadership for and management of all staff in the primary school and be accountable for:
  - Learning and teaching
  - Assessment and reporting
  - Curriculum and timetabling
- Staffing and resources including the recruitment, deployment and management of all staff to the school
- Being accountable to the Executive Headteacher and the Governing Body for ensuring high quality education for all children
- Establishing and keeping under review the vision for the school and the strategic plan and to ensure it meets future needs and promotes successful development
- Ensuring that strategic planning takes account of the diversity, values and experience of the school community
- Ensuring a consistent and continuous school-wide focus on children's achievement and challenging under performance
- Developing, reviewing and improving the quality of learning and teaching based on self review and development, ensuring a consistent and continuous school wide focus on achievement
- Motivating and working with others to create a culture and ethos of challenge and support where all children can achieve success and become engaged in their learning and the school has an ethos of the highest expectations for behaviour and achievement of all children in the school
- Developing and maintaining effective strategies and procedures for staff induction, professional development and performance review
- Maintaining and developing strong and effective relationships with the governing body, the school community and all other stakeholders
- Demonstrating and articulating high expectations and setting stretching targets for the whole school community
- To ensure that the vision and strategic direction of education focus on an holistic approach to learning which is broader than examination results and targets and recognises the school's role in developing responsible citizens and an effective workforce
- Interpreting and analysing school data to support effective intervention and support and ensuring that effective tracking systems are in place across the school

- To be responsible for the effective and efficient management of the budget for the primary school and reporting to the governing body on all budget matters
- To be responsible for preparing the school for all external inspections, audits and reviews as required
- Monitoring, evaluating and reviewing classroom practice and promoting improvement strategies
- Demonstrating excellent interpersonal and communication skills
- Regularly reviewing own practice, setting personal targets, and taking responsibility for own personal development
- Managing own workload and that of others to allow an appropriate work/life balance
- To be responsible for the school site and ensuring that all aspects of the learning environment are appropriate and meet health and safety requirements
- To have a full commitment to the School's equal opportunities policy and to ensure that all staff comply with the policy
- To undertake any other professional duties as required by the Executive Headteacher and the governing body

**You should indicate in your application the skills, experience and expertise that you could bring to Seven Kings.**



# Person Specification

**Job Title:** Head of Primary School, Seven Kings School

**Salary Range:** L24-28 (commensurate with experience/more for an exceptional candidate)

## SELECTION CRITERIA

### EDUCATION AND QUALIFICATIONS:

Qualified Teacher Status

Evidence of substantial senior leadership experience which could include higher qualifications in leadership e.g. NPQH or equivalent

### EXPERIENCE AND TRAINING:

A proven record of recent successful leadership in a post of senior responsibility in a primary school

Experience of developing whole school strategies and developments

Experience of leading and managing teaching and associate staff to make an impact on raising pupil achievement

A strong awareness of the early years stage and specific requirements associated with early years

Successful teaching experience across the primary age range

Experience of the use of and development of all forms of pupil assessment, including monitoring, tracking, data analysis in order to set effective targets, monitor pupil progress and raise standards

Experience of monitoring and evaluation of teaching practices in order to identify strengths and priorities for development

Evidence of further professional development

An excellent understanding of and experience in the planning of the primary curriculum from ages 4 through to 11

A knowledge and understanding of issues related to effective leadership and management

Evidence of skills relating to school self review and improvement

The proven ability to devise and implement effective strategies and processes around behaviour for learning and community as well as Safeguarding

Energy and ability to accept the full role of an SLT member and to advise the Headteacher on whole school strategy and direction



## **KNOWLEDGE, UNDERSTANDING AND SKILLS:**

Knowledge and understanding of issues related to the promotion of effective learning and teaching

Knowledge and understanding of current primary aged educational policy and curriculum developments

Knowledge and understanding of current assessment and target setting practices, including statutory requirements

The ability to interpret and use data to inform personalised support and targeted intervention

A knowledge of strategies to promote positive behaviour and discipline and social inclusion

A knowledge of effective strategies for staff development

Excellent IT skills and a good awareness of the role of IT in supporting learning and teaching

A knowledge and understanding of issues related to effective leadership and management

Evidence of skills relating to school self review and improvement

A commitment to high achievement for all children

A clear understanding of safeguarding and child protection procedures

To ensure the planning and delivery of Continuous Professional Development (CPD) training programmes for the areas of SEND, Medical Needs, Mental Health and safeguarding, in line with statutory and legal requirements.

To monitor the budget, including High Needs Funding for students with Special Educational Needs/Disabilities.

To monitor and track student progress for all including Special Educational Needs/Disabilities and Looked After Children groups, identifying achievement gaps and co-ordinating appropriate targeted support.

## **PERSONAL QUALITIES:**

Strong personal values and motivation to lead in line with the ethos of Seven Kings School

Unconditional positive regard for young people

Excellent leadership and management skills in nurturing both students and staff; evidenced understanding of and the ability to respond to cohorts and the needs of individual students to make them feel they belong

Vision, and the ability to be strategic – to stand back, see the totality of the picture, spot/be responsive to trends, plan, communicate, influence others and win their support and commitment

Consistent record in recruiting and developing talented teachers, supporting and motivating staff

The ability to provide outstanding leadership and to develop a vision for the school that supports the ethos of Seven Kings

Excellent interpersonal skills

Evidence of good relationships with children, parents and colleagues

Excellent verbal and written communication skills

An enthusiasm for the post and ability to motivate and inspire children, staff, parents/carers and Governors

A high level of commitment to the school and its continuing development

Flexibility and the ability to balance priorities and absorb pressure

A commitment to supporting safeguarding and the welfare of all pupils





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*At Seven Kings we can learn and have fun at the same time. If you do something correct you learn and if you do something wrong you still learn.*

Year 4 Student

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*I love the school. My son is happy here. Amazing teachers.*

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# The Application Process

Prospective candidates interested in the role of Headteacher at Seven Kings Primary are invited to apply. Application packs are available via the school's website [www.sevenkings.school](http://www.sevenkings.school)

## WE ARE HOLDING TOURS ON:

Thursday 23rd January at 2pm  
Monday 27th January at 9am

Please contact Carol O'Brien by email [c.obrien@sevenkings.school](mailto:c.obrien@sevenkings.school) or telephone 020 8554 8935 to book; however if you cannot make these dates please also contact Carol.

If you choose to apply and we hope you do, please email your completed application form available on our website to [c.obrien@sevenkings.school](mailto:c.obrien@sevenkings.school) by 7th February 2025

Please also submit a covering letter of no more than 3 sides of A4, addressed to the Executive Headteacher, Ms Jane Waters, outlining your rationale for applying as well as detailing your suitability for the role considering the Job Description and Person Specification and in response to the ethos and values of the school.

## THE PROCESS IS AS FOLLOWS:-

- The deadline for receipt of applications is 12pm on **7th February 2025**. All applications will be acknowledged via email
- Shortlisting by the Executive Headteacher with a panel of Governors will take place in the week commencing **10th February 2025**
- Interviews with the Executive Headteacher and members of the Governing Body will take place in the week commencing **24th February 2025**

*We look forward to meeting you.*



*Learning means when you make mistakes,  
it makes you stronger. Year 6 Student*





# Seven Kings School

## **Primary Campus**

2 Perth Road, Ilford, Essex, IG2 6AU

T: 0208 518 5541 E: [primary@sevenkings.school](mailto:primary@sevenkings.school)

## **Secondary Campus**

Ley Street, Ilford, Essex, IG2 7BT

T: 0208 554 8935 E: [contact@sevenkings.school](mailto:contact@sevenkings.school)

[www.sevenkings.school](http://www.sevenkings.school)