

May 2022

Dear Applicant

**RE: Assistant Headteacher**

Thank you for your interest in the Assistant Headteacher role at The King Edmund School (KES).

Due to the promotion to a Deputy Headship of one of our very experienced Assistant Heads, we are seeking to appoint an inspiring, creative and committed Assistant Headteacher as an integral part of our established Senior Leadership Team. An exceptional leader is required to help move the academy forward during this exciting period as we advance with our newly announced re-build. The specific responsibilities will be dependent on the skills and experience of the successful candidate, as there is flexibility to shape our Senior Leadership Team, but are likely to centre on the curriculum, student progress or teaching and learning.

At KES, the wellbeing of our students is something we take seriously, since we want students to be happy, well-adjusted and resilient during their time at KES and beyond. A happy, secure student is far more likely to be successful throughout life. The opportunities on offer at KES, allow students to grow in this way and to develop the skills and attributes they need to face the future with confidence.

I am therefore keen to take this opportunity to further strengthen the Senior Leadership Team at the school as we seek to build on the significant progress that we have made over the past 3-4 years.

**School Background**

KES is a large, oversubscribed mixed comprehensive school serving a geographically and socially diverse area in South-East Essex. Many of our students are bussed in to school from outlying areas; we also take a significant minority of students from the unitary authority of Southend.

We summarise our aims as a school by the phrase, 'IN PURSUIT OF EXCELLENCE'. We want every student to strive to achieve the very best they can in every aspect of school life – from their academic studies to participation in school shows, sporting events, extra-curricular activities and so on.

The traditional values that we espouse are one of the keys to achieving this. We have high expectations of all students with regard to uniform, behaviour and work, and expect staff to work with students to ensure they meet these standards. The pastoral system is vital in this regard as it is central to helping home, student and school work together.

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### **Senior Leadership Team**

The senior team comprises:

- Headteacher
- 2 Deputy Heads (Curriculum and Pupil Premium & Pastoral)
- 5 Assistant Heads
- School Business Manager and Associate School Business Manager

We have a very strong team ethos; senior leaders work together in a highly effective way to achieve our aims as a school. Team meetings are characterised by attention to detail, keen educational debate and a desire to achieve the very best for KES students. Mutual support and humour are also essential ingredients!

Although our latest Ofsted report states the quality of teaching and learning requires improvement, it has confirmed that we have continued to maintain 'Good' in all other areas: Behaviour and attitudes, Personal development, Leadership and management, as well as our Sixth Form. While Ofsted inspection outcomes are not the be-all and end-all, we are single-minded about improving further in terms of outcomes for students and the quality of teaching & learning and in continuing to build in all aspects of school life.

I am passionate about ensuring that we provide excellent development opportunities for all staff; we have run the OTP and ITP as a school for 10 years now and have already developed significant expertise in coaching, which is being used across the whole staff body. The successful candidate will have significant opportunities to develop further and will be able to expand their skill-set for the future.

In summary, I am looking to appoint an outstanding practitioner with the vision, enthusiasm, persistence and skills, as well as the leadership ability and experience, to make a positive difference to the lives of KES students, and contribute fully to the ongoing strategic development of the school.

I would be delighted to welcome you to the school prior to the closing date so that you have an opportunity to see the school and have some time discussing the school with me if you wish. Therefore, please contact my PA through [adminoffice@kes.essex.sch.uk](mailto:adminoffice@kes.essex.sch.uk) and provide your availability for a visit.

If you feel that The King Edmund School is the type of school you are seeking, please complete the Quick Apply Application form via the school website 'How to apply' and upload your CV and send a covering letter to [recruitment@kes.essex.sch.uk](mailto:recruitment@kes.essex.sch.uk). If you are shortlisted, you will at that stage be asked to complete the school's full application form and submit prior to your interview.

**Closing Date for applications is Midday Monday 16 May 2022.**

**Interviews will be held on Thursday 19 and Friday 20 May 2022.**

I look forward to receiving your application.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jonathan Osborn', with a long horizontal line extending to the right.

**Jonathan Osborn**