



# Post: Headteacher



Dear Applicant,

Thank you for your interest in the role of Headteacher at Ysgol Gyfun Maes Y Gwendraeth.

Ysgol Maes Y Gwendraeth is a vibrant Welsh-medium Secondary school, located in Cefneithin, in the heart of the Gwendraeth Valley, Carmarthenshire. There are currently 1088 pupils at the school aged 11-18, including our specialist centre Canolfan yr Eithin on site. Welsh is the everyday language of the school and the main medium of learning and teaching and 60% of pupils come from homes where Welsh is spoken.

The school is well regarded in the educational and wider community and has achieved national success in many areas. The school aims to create a happy, safe, and stimulating learning environment, and to provide opportunities that enable all members of the school community to gain confidence and develop to their full potential, academically, socially, culturally, morally, and physically.

The governors wish to appoint an innovative, ambitious, and dynamic individual; an inspirational, enthusiastic, and dedicated practitioner, who will lead the school to further success, by ensuring consistent and excellent learning opportunities for every pupil, and further raising the high standards, aiming for excellence.

Ysgol Maes Y Gwendraeth is a happy, vibrant, busy and exciting school. We have dedicated staff who work diligently to provide a range of experiences for all pupils in the school, and to provide continuity to the solid foundations laid during their primary education phase.

The school innovates in various areas and shares good practice with other schools. This includes examples of being the first school in Wales to provide "Chromebooks" to all year 7 pupils and pilot digital schemes and other IT elements. We also offer opportunities for students to come to school on a teaching practice placement and are proud to support newly qualified teachers as well as supporting the Welsh Government's plan of encouraging teachers to make the transition from primary to secondary sector.

There are a variety of lunchtime and after school clubs and educational visits, where appropriate, to support our themes. Residential trips to the Urdd Camp at Llangrannog, Cardiff and Glan Llyn are extremely popular along with the trips organised by the departments to New York, Germany and Poland, Paris, Iceland, Madrid and the skiing trips to Austria.

The school has also excelled in various national competitions and has been very successful annually at the Urdd Eisteddfod, the Gŵyl Gerdd Dant festival and the National Eisteddfod. We look forward to taking a leading role when the Urdd Eisteddfod comes to Llandovery, within the school's catchment area next year.

As well as a strong musical tradition, the school competes in local, county-wide, and national sporting competitions in a range of areas and take pride in the success of our individuals and teams. The school is also strongly in favour of presenting local and national history, culture and heritage, raising pride in Welshness. The school participated in the national book quiz on several occasions as well as other competitions such as 'Un Cwestiwn' etc.



The school has a positive relationship with the feeder primary schools, as well as the local community. The Year 6 transition pupils visit our site on a number of occasions to familiarise themselves with the environment and everyday life of a Secondary school.

We are fortunate to have a supportive and active Parent Association that raises money, provides social opportunities, and organises events in the school and in the local neighbourhood.

The voice of the child is at the core and central to all the school's work, and pupils enjoy taking responsibility for a variety of decisions and activities through the School Council and its five sub-committees, namely 1) Llais Maes, 2) Iechyd a Lles, 3) Cymreictod, 4) Eco / amgylchedd, a 5) Cymunedol. It is great to see our former pupils venturing and succeeding in a variety of jobs too, including actors, doctors, teachers, lecturers, business people, radio and TV presenters, and even an outside half for the Welsh national rugby team, all who started their apprenticeship at this school.

We are an inclusive school, offering guidance, confidence, and opportunities to every pupil, irrespective of background and chosen path. Estyn's latest report stated that the school has a very caring, welcoming and family ethos, where pupils feel safe and happy, and are treated with respect.

We want to create a generation of ambitious, enterprising, principled, confident, conscientious, and fluent bilingual young people and lifelong learners, and the new Headteacher will be expected to continue to implement this vision. The school has a special role to offer generations of children in the area the opportunity to pursue Welsh-medium education and contribute positively to the Welsh Government's strategic aim of creating one million Welsh speakers by 2050.

The school offers pupils a range of special, unique, and Welsh opportunities, and the successful candidate will be responsible for leading an enthusiastic team of staff to implement the principles and four purposes of the new Curriculum for Wales.

The Governing Body is conscientious and takes its responsibility seriously, and the Headteacher will have strong personal support, which will help ensure the continued wellbeing of pupils and staff, and the continued success of the school.

If you are interested in this unique opportunity and are committed to innovating and making a difference, we would be happy to receive your application.

Closing date: Monday, 6<sup>th</sup> February 2023

Shortlisting: Wednesday, 15<sup>th</sup> February 2023

Interviews: Thursday, 30<sup>th</sup> and Friday, 31<sup>st</sup> March 2023

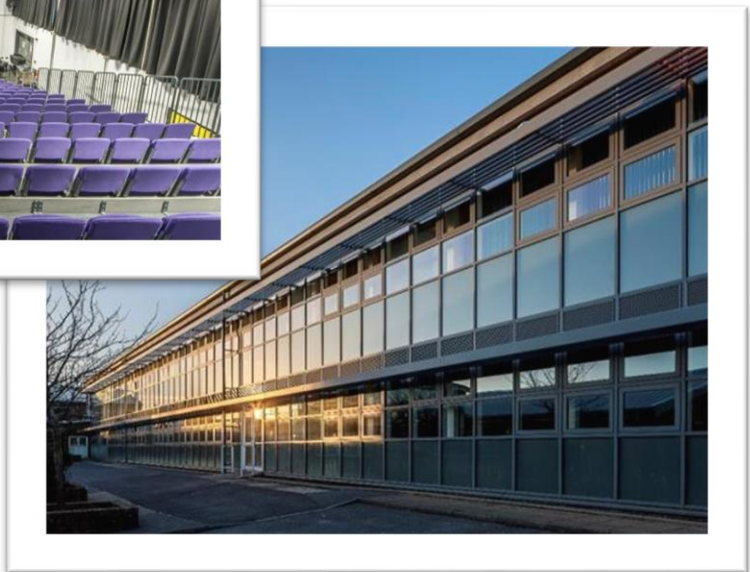
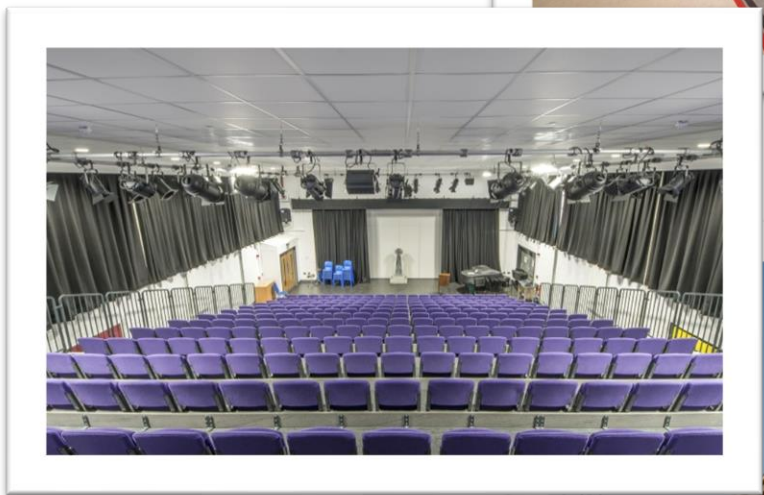
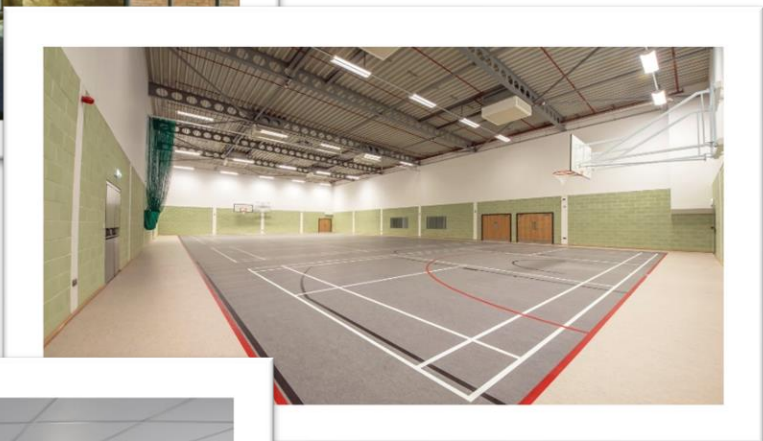
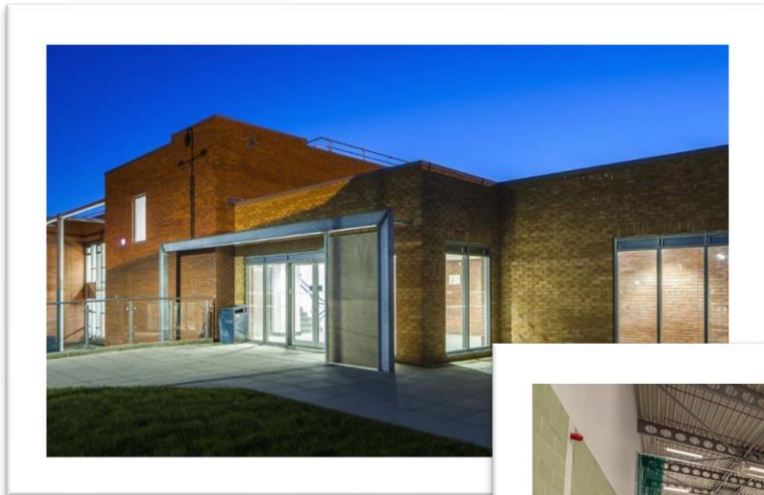
Further details about the school can be found in the prospectus and the latest ESTYN report on the school website ([Maes y Gwendraeth \(google.com\)](https://www.maesygwendraeth.com)).



If you would like an informal chat with me, please contact the school on 01269 833900 to arrange.

Yours sincerely,

Dafydd H. Jones  
Chair of the Governing Body



## Main Purpose of the Job:

The Headteacher is accountable to the Governing Body for the leadership, strategic direction, and operational management of Ysgol Maes Y Gwendraeth in order to ensure that the school's aims are implemented in accordance with the school improvement plan and the policies of the Governing Body. This will provide a secure foundation from which to achieve high standards in all areas of the school's work.

The Headteacher is required to monitor, evaluate, and review the impact of policies, priorities and targets of the school and take timely action, as necessary. The Governing Body of the school is committed to the safeguarding, welfare and safety of pupils and staff. The Headteacher must ensure that the highest priority is given to following the guidance and regulation which safeguard pupils.

## Key Tasks / Responsibilities:

### Leadership:

- Promotes teaching in Wales as a professional commitment of stature, integrity and respect.
- Prioritises and plans effectively to ensure due regard for own workload and that of others.
- Exercises corporate responsibility in all colleagues by ensuring that the professional duties and conditions of employment as set out in statutory requirements, including those for the Headteacher, are fulfilled.
- Takes account of the experience of other colleagues, the challenges they face and encourages them to flourish.
- Effectively delegates responsibility and employs appropriate skills in managing people to achieve effectiveness.
- Builds effective networks of knowledge, research and practical expertise to enable other schools and settings to benefit through mutual collaboration.
- Ensures the vision for the school is clearly articulated, shared, understood and acted upon effectively by all.
- Ensures that strategic planning takes account of the context of the school and community.
- Uses a wide range of information and data to set high expectations, aspirational targets and key priorities.
- Evaluates school performance, identifies priorities for continuous improvement and reports clearly to a range of audiences.
- Deploy resources, including financial resources, to achieve the school's aims, effectively,

### Pedagogy:

- Place learning for all pupils, regardless of need, at the centre of strategic planning and resource management, and report on its impact.
- Develops a depth of knowledge of specialist approaches and interventions to support the needs of a diverse range of pupils with learning difficulties and complex needs.
- Accepts accountability for outcomes and wellbeing.



- Ensure accountability for the pedagogy of others by creating and sustaining the conditions to realise the four purposes for all learners and achieve the best for them in terms of standards, wellbeing and progress
- Sustain high quality, effective teaching that promotes pupils' engagement, independence and thinking skills.
- Establish and maintain an ethos of challenge and support where all learners can succeed.
- Implement strategies to ensure effective assessment procedures, including assessment for learning, positive attitudes and thinking skills.
- Ensure strategy and infrastructure are fit for purpose in this specialist context, in order to create an effective and inclusive learning environment.
- Advance a range of relevant pedagogic approaches to enable all pupils to access positive and equitable learning experiences.
- Employs creative and innovative resources, including new technologies to achieve excellence.
- Promote Welsh language and culture in relevant and inspiring ways.
- Optimise subject disciplines in areas of learning in highly relevant ways.
- Ensure real life, authentic contexts for learning
- Promote a range of relevant pedagogical approaches to enable all pupils to have positive and equitable teaching experiences.
- Remove barriers, so that all pupils are listened to, and their views acted upon.

#### Professional Learning:

- Develop a constructive and relevant attitude to study and research in colleagues.
- Contribute to relevant professional networks, communities, conferences or journals.
- Support a growth and system-wide leadership model.
- Act as a role model for professional learning, so that there is successful implementation of the new curriculum, and a developing pedagogy and leadership competency in colleagues.
- Ensure the sustained and focused professional learning of all staff, including self, within the context of the four purposes.
- Develops, empowers and sustains effective teams.
- Acknowledges and celebrates the responsibilities and achievements of individuals and teams.

#### Innovation:

- Ensure that the school develops and refines twenty first century systems to develop professional learning within and beyond the school curriculum.
- Develop programmes that are evidence-based, structured and innovative to meet challenges, manage change and take learning forward in effective ways.
- Ensure that relevant expertise and experience are developed and shared within and across the school and beyond.
- Collect and share innovative practice, both within and beyond the school so that it contributes to growing understandings and other related developments elsewhere.

#### Collaboration:



- Build a climate of mutual support in which effective collaboration flourishes within and beyond the school in order to spread effective pedagogy.
- Builds a school climate and learning culture which takes account of the richness and diversity of the school's community and culture.
- Establishes and builds partnerships with other schools to share best practice.
- Maintains a high visibility around the school and devotes considerable time to interaction with learners, staff and parents.
- Develops citizenship in learners so that they make a positive contribution to local and wider communities.
- Ensures that the school plays a productive role as a member of its local, national and global communities.
- Creates and promotes positive strategies for developing good race relations and dealing with racial harassment.
- Promotes appropriate attitudes towards disability and additional learning needs that promote equality and inclusion.
- Seeks advice and support and then acts upon it to effectively sustain improvement.
- Works effectively with a wide range of external agencies to meet the needs of all pupils.
- Engages the wider school community, including parents.
- Collaborate with the governing body so that it can meet its responsibilities for securing effective learning and teaching and improved standards of achievement.
- Takes a strategic role in the development of new technologies to enhance and extend collaborative opportunities for pupils, staff and governors.

In addition:

- The Headteacher may be asked by the Governing Body to undertake other duties reasonably regarded as falling within the duties and responsibilities of the post.
- This Job Profile will be reviewed annually at the end of the academic year or earlier if necessary.
- Additionally, it may be amended at any time after consultation with the postholder.

The appointment is subject to the provisions of the School Teachers' Pay and Conditions (Wales) / National Conditions of Employment for Headteachers and educational and employment legislation.

### Responsible for Staff / Equipment:

Standards, progress and wellbeing of all pupils, staff, and resources.

### Reporting to:

The Governing Body.



Criteria	Essential
Qualifications / Vocational Training	Graduate Qualification QTS (Qualified Teacher Status) EWC (Education Workforce Council) Registration NPQH (National Professional Qualification for Headteachers) or working towards Relevant Professional study or Training in educational leadership.
Job Related Skills / Abilities	An in-depth knowledge of child protection, safeguarding and Attachment Theories. An understanding of the Curriculum for Wales and sound experience of curriculum delivery, monitoring, and assessment. A sound understanding of ALN Act (2018) and ALN Code (2021) and how to strategically plan for reform. Successful track record in the development of strategies for positive behaviour that are student focussed and inclusive.
Competencies	<p><u>Leadership</u></p> <p>Empowering others and promoting reflection on practice; Supporting other settings, building effective networks of knowledge and practical expertise; Exercising corporate responsibility, checking policies for compliance, and addressing any shortcomings; Delegation, appropriately and fairly and managing people to achieve effectiveness. Promoting teaching &amp; leadership in Wales ensuring achievement of the four purposes; Analysing and evaluating data to make informed decisions; Deciding &amp; initiating action, making prompt, clear decisions which may involve tough choices or considered risks; Promoting diversity &amp; inclusion, respecting differences and encouraging contribution; Upholding principles &amp; values, promoting transparency around decisions, others feel able to challenge; Demonstrating integrity, displaying personal responsibility and ownership; Leading &amp; Supervising, inspiring others without closing down options prematurely.</p> <p><u>Professional Learning</u></p> <p>Supporting growth and system wide leadership, to build understanding, practice and better outcomes; Supporting growth in others, as a role model promoting professional learning, enabling digital competence and embracing learning the Welsh language; Wider reading &amp; research outlooks, promoting an organisational learning approach; Continuing professional learning for all staff and self, creating development opportunities; Professional network and communities, contributing to conferences, journals and research.</p>



### Collaboration

Seeking advice and support, accepting and addressing your and the school's professional challenges; Enabling continuous improvement, examining and diagnosing areas for collaborative improvement, driving a plan to support improved performance; Working productively with external agencies and partners to the benefit of the learning organisation; Sustaining a collaborative culture, supporting emerging skills and qualities in others; Engaging with the wider school community, building and sustaining effective and open relationships to positively engage partners with learners' experience and progress.

### Pedagogy – Influencing Learning

Ensuring & protecting learner entitlement so that all learners gain full access to opportunities and achieve; Reporting on effectiveness and ensuring that recommendations are effectively communicated, implemented, and addressed; Accountability for outcomes and learner wellbeing, promoting, and ensuring that learning success, achievement and well-being of all learners is evident; Monitoring & evaluating impact, using effective systems to assess and improve the impact of learning experiences.

### Pedagogy – Advancing Learning

Promoting Welsh language and culture, setting an example with a positive commitment to use and learn the Welsh language and promote Welsh culture; Using cross-curricula themes, building links between subjects and areas of learning to develop coherent experiences for learners; Driving real life authentic contexts and experiences within and across subject boundaries; Ensuring the 4 purposes for learners, by supporting planning and emphasising the disciplines of subjects to secure highly effective teaching.

### Pedagogy – Refining Teaching

Promoting the pedagogic vision, developing strategies, structures and systems; Sustaining highly effective teaching, building enthusiasm in staff for fascination with learning, so learners experience highly effective teaching; Creating effective and inclusive learning environments, enabling the four purposes for learning; Listening to learners, to provide insight into the effectiveness of the department, phase or school; Advancing pedagogic approaches, ensuring curriculum development and ambitions in Wales underpin and drive the agenda for quality teaching; Ensuring strategy and infrastructure are fit for purpose, managing the routines and longer-term management approaches to reflect the on-going strategic vision.

### Innovation

Seeking and extending best practice, continually developing and sharing to facilitate sustained improvements; Towards 2025, directing

	<p>attention to the long-term vision for Wales and co-ordinating controlled approaches to innovation; Evaluating the impact of changes in practice, taking account of a wide range of issues; Developing new techniques, ensuring an organisational, long-term programme of evidence-based, structured innovation; Understanding the system, how one issue may be part of a much larger system; Solution focused, producing workable and practical solutions to a range of problems; Planning &amp; Organising, identifying and organising resources needed to accomplish tasks.</p> <p><u>Adapting and Responding to Change</u></p> <p>Adapting to change and variations in work or environment without impacting effectiveness, acting as a supporter for change; Supporting change, displaying a growth mindset to initiatives that represent progress, even when this might be difficult or uncomfortable; Adapting personal style to suit different people or situations, showing empathy in recognising emotions in yourself and others; Confidently dealing with ambiguity, making positive use of the opportunities it presents.</p>
Experience	Headteacher, Deputy Headteacher, or significant experience at a senior leadership level.

Language Skills / Communication	Verbal Skills	Written Skills
Welsh	5	5
English	5	5

Disclosure and Barring Service (DBS) Checks	
DBS checks may be required for certain posts which work with children and vulnerable adults. This post required:	
Type of Disclosure	
Enhanced Disclosure with Barred List Check	x
Workforce Type	
Child Workforce	x

Core Values / Equality and Diversity
You will be expected to uphold the school's Equality and Diversity Policy, as appropriate to the accountabilities and seniority of the post within the organisation.

