



APPLICANT INFORMATION PACK

Bordesley Green Girls' School & Sixth Form
Head Teacher

July 2026



July 26

Chair of Governor's Foreword

On behalf of the Governing Body, I am delighted to introduce this exceptional opportunity to lead Bordesley Green Girls' School & Sixth Form.

As a governing body, we are immensely proud of the school's strong sense of purpose, its inclusive ethos and the positive impact it has on the lives of young people and the wider community. The school is characterised by high expectations, strong relationships and a deep commitment to ensuring that every pupil is supported to achieve her full potential.

We are ambitious for the future. Our strategic vision reflects a clear commitment to delivering high-quality education, broadening opportunities for all pupils and strengthening our contribution to the wider education system. We recognise the importance of maintaining a curriculum that is both academically rigorous and inclusive, underpinned by excellent teaching, strong pastoral care and a focus on personal development.

Our next Headteacher will play a pivotal role in building on these strengths and leading the school with integrity, clarity and ambition, supported by the Governing Body. We have strong governance, effective strategic oversight and collaborative leadership, and we look forward to working closely with the successful candidate.

This is a rare opportunity to lead a school with a strong foundation, which has a clear sense of direction and a community that is united in its ambition: *bringing girls greater success*.

Dr M Ally
Chair of Governors





Bordesley Green Girls' School and Sixth Form at a Glance

Our School

- 11–18 comprehensive girls' school with Sixth Form
- 968 students on roll, including 324 in the Sixth Form
- Oversubscribed and highly regarded within the local community
- Specialist Hearing Resource Base commissioned by Birmingham Local Authority
- UNICEF Rights Respecting School Silver Award

Our Community

- 93.6% of students speak English as an Additional Language
- Over 60% of students eligible for Pupil Premium
- Increasing SEND and SEMH needs, supported through a highly inclusive approach
- A diverse, multicultural school community that celebrates difference and promotes equality

Our Outcomes

- Progress consistently amongst the highest nationally
- Key Stage 4 progress within the top 20% of schools nationally
- Strong attainment across Key Stage 4 and Sixth Form
- Exceptional outcomes for disadvantaged students
- 98% progression into education, employment or training post-16
- Strong progression into higher and further education

Our Strengths

- A culture of high expectations and ambition
- Evidence-informed teaching and learning
- Inclusive curriculum and pastoral provision
- Strong relationships with students, families and the wider community
- Committed and experienced staff
- Supportive and ambitious governing body

Our Future

We are ambitious to become a recognised centre of excellence for inclusive education, curriculum innovation and leadership development, while continuing to secure exceptional outcomes and opportunities for every student.



Headteacher

Bordesley Green Girls School and Sixth Form

Bordesley Green Road, Birmingham, B9 4TR

Required for January 2027

Salary: **L33 to L39**

Closing date: **Thursday 17th September at 12pm.**

Are you ready to lead an ambitious school with the passion and drive to shape the future of girls' education in Birmingham?

Do you have a proven track record and looking for that next step in your career?

Following an earlier recruitment campaign, previous applicants need not apply. We are seeking an exceptional Headteacher with the vision, energy and strategic leadership to guide Bordesley Green Girls' School and Sixth Form through its next chapter.

This is a rare and rewarding opportunity to lead an inclusive, ambitious school with a strong moral purpose, committed staff, engaged pupils and significant potential. The successful candidate will build on secure foundations while driving the next phase of improvement so that every pupil thrives academically, socially and personally.

We are seeking a Headteacher who will:

- Provide inspirational, values-led leadership; secure excellent outcomes; strengthen the quality of education; and unite staff, pupils, families and governors around a clear and ambitious vision for the school's future.
- Build on the school's academic strengths while continuing to raise aspirations and outcomes for all students.
- Champion an inclusive culture of high expectations, belonging, personal development and opportunity.
- Develop confident leadership at all levels and empower staff to contribute to sustained improvement.
- Strengthen partnerships with families, community organisations and educational partners to extend the school's impact.

In return, we offer:

- A committed, skilled and ambitious staff team.
- Respectful, motivated pupils who are proud of their school and eager to thrive.
- A supportive Governing Body determined to secure the very best for the school.
- A proud, inclusive school community with strong foundations, real momentum and significant potential.



Application Process:

If you are an ambitious, values-driven leader ready to make a lasting difference, we welcome your application. Please submit a completed application form and a statement of application **outlining your leadership journey and the impact you have made**, maximum two sides of A4 in Arial size 11, outlining your suitability and the contribution you would make to the school's next stage of development.

We regret that we are unable to accept CVs.

This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent spoken English is an essential requirement for this role.

School visits:

School visits are warmly welcomed. Please contact the Main School Office on 0121 464 1881 to arrange a suitable date.

Dates available:

Thursday 10th September

Friday 11th September

Wednesday 16th September

Application Deadlines:

Interested candidates should email their completed application form to hr@bordgrng.bham.sch.uk by **Thursday 17th September at 12pm.**

Interview dates: **Monday 28th September & Tuesday 29th September**

An applicant information pack and application form can be downloaded from our website at www.bordgrng.bham.sch.uk

If you have not received a response within 10 working days of the closing date, then please assume that your application has not been shortlisted on this occasion.

Bordesley Green Girls' School and Sixth Form School is committed to the safeguarding and welfare of children and young people and expects all staff and volunteers to share this commitment. An enhanced DBS clearance is required for all successful applicants. This post is exempt from the Rehabilitation of Offenders Act 1974.

An online search will be carried out on short-listed candidates to help identify any issues that can be discussed at interview.





Job Description – Headteacher

JOB PURPOSE

The Headteacher is accountable to the Governors and is expected to provide, professional leadership, strategic direction and operational management for the school by promoting high standards in all aspects of the school's work and by building upon past achievement, to secure the school's continued success and improvement by ensuring high quality education for all its students so as to maximise their potential.

The Headteacher will:

- Inspire, challenge, motivate and empower all stakeholders, including parents and the wider community, to implement and carry forward the school vision.
- Monitor, evaluate and review all policies, set priorities and targets and take any necessary action required to ensure excellence of teaching and learning and the continuous development of pupils and staff.
- Provide a supportive environment for staff and ensure that their wellbeing is paramount, while striving to improve educational attainment.
- Ensure that excellent teaching and learning is the main objective of all members of the school community.
- Have high expectations of pupil behaviour and promote respect for all.
- Promote and secure the school's continued evolution considering national and local policies and initiatives.
- Be accountable for the deployment of resources in accordance with regulations and the school's policies and the overarching need to obtain value for money.

The Headteacher will carry out his/her professional duties in accordance with the National Conditions of Employment for Headteachers in the School Teacher' Pay and Conditions Document and education, employment, health and safety and other relevant legislation affecting the conduct of the school.

The Headteacher is expected to demonstrate consistently high standards of principled and professional conduct and uphold and demonstrate the Nolan Seven Principles of Public Life.

KEY DUTIES

School culture

- Establish and sustain the school's ethos and strategic direction in partnership with those responsible for governance and through consultation with the school community.
- Create a culture where pupils experience a positive and enriching school life.
- Uphold ambitious educational standards which prepare pupils from all backgrounds for their next phase of education and life.
- Promote positive and respectful relationships across the school community and a safe, orderly and inclusive environment.
- Ensure a culture of high staff professionalism.

Teaching

- Establish and sustain high-quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how pupils learn.
- Ensure teaching is underpinned by high levels of subject expertise and approaches which respect the distinct nature of subject disciplines or specialist domains.
- Ensure effective use is made of formative assessment.



Curriculum and assessment

- Ensure a broad, structured and coherent curriculum entitlement which sets out the knowledge, skills and values that will be taught.
- Establish effective curricular leadership, developing subject leaders with high levels of relevant expertise with access to professional networks and communities.
- Ensure valid, reliable and proportionate approaches are used when assessing pupils' knowledge and understanding of the curriculum.

Behaviour

- Establish and sustain high expectations of behaviour for all pupils, built upon relationships, routines and procedures, which are understood clearly by all staff and pupils.
- Ensure high standards of pupil behaviour and courteous conduct in accordance with the school's Behaviour Policy.
- Implement consistent, fair and respectful approaches to managing behaviour.
- Ensure that adults within the school model and teach the behaviour of a good citizen.

Additional and special educational needs and disabilities

- Ensure all staff hold ambitious expectations for all pupils with additional and special educational needs and disabilities.
- Establish and sustain culture and practices that enable pupils to access the curriculum and learn effectively.
- Ensure the school works effectively in partnership with parents, carers and professionals, to identify the additional needs and special educational needs and disabilities of pupils, providing support and adaptation where appropriate.
- Ensure the school fulfils its statutory duties with regard to the SEND code of practice.

Professional development

- Ensure staff have access to high-quality, sustained professional development opportunities, aligned to balance the priorities of whole-school improvement, team and individual needs.
- Prioritise the professional development of staff, ensuring effective planning, delivery and evaluation which is consistent with the approaches laid out in the standard for teachers' professional development.
- Ensure that professional development opportunities draw on expert provision from beyond the school, as well as within it, including nationally recognised career and professional frameworks and programmes to build capacity and support succession planning.

Organisational management

- Ensure the protection and safety of pupils and staff through effective approaches to safeguarding, as part of the duty of care.
- Prioritise and allocate financial resources appropriately, ensuring efficiency, effectiveness and probity in the use of public funds.
- Ensure staff are deployed and managed well with due attention paid to workload.
- Establish and oversee systems, processes and policies that enable the school to operate effectively and efficiently.
- Ensure rigorous approaches to identifying, managing and mitigating risk.

Continuous school improvement

- Make use of effective and proportional processes of evaluation to identify and analyse complex or persistent problems and barriers which limit school effectiveness and identify priority areas for improvement.



- Develop appropriate evidence-informed strategies for improvement as part of well-targeted plans which are realistic, timely, appropriately sequenced and suited to the school's context.
- Ensure careful and effective implementation of improvement strategies, which lead to sustained school improvement over time.

Working in partnership

- Forge constructive relationships beyond the school, working in partnership with parents, carers and the local community.
- Commit their school to work successfully with other schools and organisations in a climate of mutual challenge and support.
- Establish and maintain working relationships with fellow professionals and colleagues across other public services to improve educational outcomes for all pupils.

Governance and accountability

- Understand and welcome the role of effective governance, and the importance of giving account and accepting responsibility.
- Establish and sustain professional working relationship with those responsible for governance.
- Ensure that staff know and understand their professional responsibilities and are held to account.
- Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties.

Line Management

Responsible for the supervision of all staff employed in the school.

Conditions of Employment

The above responsibilities are in accordance with the School Teachers' Pay and Conditions Document in terms of duties and working time and are also subject to any local agreements and LA guidance on interpreting conditions of service.

Review and Amendment

This job description is normally subject to annual review. Subject to the provisions of the School Teachers' Pay and Conditions Document it may be amended at the request of the Governing Body but only after full consultation. It will be signed if agreement is reached.

The Governors are committed to safeguarding and promoting the welfare of children and young persons and the Headteacher must ensure that the highest priority is given to following guidance and regulations to safeguard children and young people. The successful candidate must provide an Enhanced Disclosure from the Disclosure and Barring Service.





**Bordesley Green Girls' School and Sixth Form
PERSON SPECIFICATION: HEAD TEACHER**

	CRITERIA	Essential/ Desirable	MOA
QUALIFICATIONS	Qualified Teacher status.	E	AF, I
	NPQH/NPQEL.	D	AF, I
FURTHER QUALIFICATIONS/ PROFESSIONAL DEVELOPMENT	Recent, relevant in-service training in current educational practice, including the leadership and management of teaching and learning.	E	AF, I
	Knowledge and understanding of education and schools' systems locally and nationally.	E	AF, I
EXPERIENCE	Considerable successful experience in leadership and management and demonstrating the ability to differentiate between them.	E	AF, I
	Demonstration of a good understanding of School Improvement Planning and implementation.	E	I, P
	Experience of implementing Performance Management/ Appraisal.	E	AF, I
	Experience of partnership working with parents and the wider community including external agencies.	E	I, P
	Successful and varied teaching experience in appropriate phase(s), including working with children with social, emotional and mental health difficulties.	E	I, P



	Experience of co-ordinating family support services as appropriate.	E	I, P
SKILLS AND ABILITIES	To develop and implement the school vision and values, and promote inclusivity and diversity within a framework of British Values.	E	AF, I
	To develop a culture for learning and set high expectations for achieving success for all.	E	AF, I
	To work to high professional standards, strategically and operationally, leading by example.	E	AF, I
	To monitor, evaluate, and plan strategically for School Improvement and continuous professional development.	E	I, P
	To lead and manage effectively in an environment of high accountability.	E	AF, I, P
	To manage the implementation of change effectively and sensitively.	E	AF, I, P
	Demonstrate the ability to manage, motivate and support individuals and teams effectively.	E	AF, I, P
	To deal effectively with under performance, in accordance with relevant policies and procedures.	E	AF, I, P
	To understand and interpret complex data to inform effective decision-making.	E	AF, I
	To maintain a clear strategic financial overview of the school.	E	I, P



	To demonstrate a focus on innovation, creativity and a willingness to work in a context of resource generation and appropriate risk-taking.	E	AF, I
	To demonstrate a wide range of high-level communication skills including new technologies.	E	I, P
	To promote and foster a positive school culture.	E	I, P
	To seek and maintain effective multi-agency partnerships and collaboration, in order to share and disseminate best practice throughout the whole school and beyond.	E	AF, I
OTHER	Evidence of motivation for working with children.	E	AF, I
	Evidence of ability to form and maintain appropriate relationships and personal boundaries with children and staff.	E	I, P
	Evidence of emotional resilience in working with children and staff exhibiting challenging behaviour.	E	I, P
	Ability to effectively implement safeguarding legislation and develop a culture of safeguarding awareness, risk assessment and management.	E	I, P
	Ability to coach and develop all school staff appropriately.	E	AF, I
	Demonstrate the promotion of positive behaviour strategies and constructive handling of problems.	E	AF, I



	Evidence of actively involving all staff, parents, Governors and the community in the life and work of the school, other schools and networks.	E	I, P
	Evidence of implementing Equal Opportunities and other legislation essential for the health, safety and well being of the school community.	E	AF, I
	Ability to effectively implement personnel procedures in the management of staff, with relevant knowledge of Employment Law.	E	I, P

- Those elements marked **AF** - will be assessed in your **Application Form**
- Those elements marked **AF/I/P** - will be assessed in your **Application Form** and during the selection process e.g. Interview, **P**resentation.
- Those elements marked **I/P** - will be evaluated during the selection process e.g. Interview, **P**resentation

NB: *If shortlisted, any relevant issues arising from references will also be taken up at interview. References will be used to support the selection panel's assessment.*