

Candidate application pack



**Lord Street
Primary School**

Headteacher

Future Headteacher at Lord Street Primary School



Dear Applicant

I am delighted you have expressed an interest in the post of Headteacher at Lord Street Primary School. This vacancy has arisen as the current postholder, Hayley Walsh, is moving to a new role with Star Academy Trust from January 2026.

We are looking for a dynamic and inspiring leader who can build on the work undertaken by leaders and staff in recent years and lead the school through its next stage of development. That person will have the skills to motivate the staff and the children and be deeply committed to the whole community and working in partnership.

They will also be committed to excellence, having the highest ambition for the school as well as a clear vision for education, with the strategic leadership and communication skills needed to deliver this.

The School

Lord Street Primary School is situated in the heart of Colne and has a strong sense of community. The school's mission is for all children to leave as well-rounded, confident individuals. The school values of Ambition, Respect and Collaboration promote a learning environment where children are happy and safe. We see a key part of our role as developing every child and filling them with ambition and resilience so that they can succeed in later life.

Lord Street is known for its warm, inclusive environment where children are happy, friendly and inquisitive. Pupils are polite, cooperative and behaviour for learning is strong. Staff are used to working collaboratively within the school and across the trust with dedication and commitment to continually improve opportunities and outcomes for all children.

Teaching methods at Lord Street are evidence based, giving each child the tools needed to become the very best version of themselves. There is a dedicated staff team who aim to inspire every child and provide the fantastic learning experiences which will give them confidence to realise their potential.

The Headteacher at Lord Street can expect strong support from the CEO and the Executive Lead for the Primary Phase within our Trust as well as the wider team of primary headteachers, who have built a strong collaborative approach to curriculum and wider school development over the last 5 years. The postholder should also expect to play a leading role in shaping the future development of the Trust and wider school improvement. Another exciting development for the school is that the trusts expects to open a term-time nursery for children aged 3 to 4 from the start of the 2026-27 academic year.

This is an opportunity to join a school and a trust at important stages of their development. It is a chance to work with passionate practitioners with a track record of success, who are committed to high levels of support, but who welcome initiative and innovation in individual school leaders. We would be very happy to discuss any aspect of the role with you and answer your questions. Details of how to contact us are given towards the end of this application pack.

We look forward to hearing from you.

John Tarbox
CEO of the Trust

Gaynor Canty
Executive Headteacher

Claire Clayton
Chair of the Local School Committee

A message from the **Chief Executive**



I am both proud and excited to have been given the opportunity to lead the Trust in this next stage of its development, and to work with other school and trust leaders locally to ensure the very best education for young people in Craven, Pendle and across the wider region.

Apex Collaborative Trust is a vibrant, cross phase multi academy trust formed by the merger of the Pennine Trust and South Craven Academy Trust.

Our trust consists of 2 secondary schools and 3 primary schools. South Craven School also has a large sixth form. We are delighted that Pendle Vale College, in Nelson, will be an associate member of the trust and has indicated an intention to join fully within the next 12 months.

John Tarbox
Chief Executive Officer

Apex Collaborative Trust

Apex Collaborative Trust is a values-led organisation. Our core values of Ambition, Collaboration and Trust are fundamental to our approach and shape our culture. We believe establishing a strong culture is the most important ingredient for our success, so that we create an ideal environment for learning where all members of our trust community can flourish. We are also committed to providing fantastic opportunities for our young people, so that they can fulfil their aspirations now and in the future.

Ambition

Inspiring excellence & growth

- We set high expectations for our students, staff, and leadership.
- We challenge the status quo, encouraging innovation and creativity in education.
- We believe in potential empowering individuals to reach new heights in their learning and careers.
- We celebrate success, recognising achievements at every level.

In Action: We provide cutting-edge professional development, encourage students to dream bigger, and support schools in raising academic and personal aspirations.

Collaboration

Stronger together

- We share best practices, creating a network where knowledge flows freely.
- We support and challenge each other, working together to find solutions.
- We listen and respect diverse perspectives, ensuring every voice matters.
- We value teamwork, building relationships that foster trust and openness.

In Action: Schools under the trust work as partners, not competitors, pooling resources and expertise to deliver the best education possible.

Trust

Integrity, transparency, & accountability

- We do what we say we will do, building confidence in our leadership.
- We communicate openly and honestly, ensuring transparency in decision-making.
- We hold ourselves accountable, measuring success by our impact.
- We foster a culture of psychological safety, where staff and students can thrive without fear of failure.

In Action: We ensure clear communication with parents, staff, and students, always acting with honesty, fairness, and responsibility.

Our trust and our schools must be rooted in our community. Many local families have an association with our schools across many years and even generations. Deep relationships help us to develop knowledge and understanding of the community and to form effective partnerships with other institutions. These partnerships support holistic development of young people.

Staff benefits

All non-teaching employees will be enrolled into the Local Government Pension Scheme which:

- is a secure pension that will keep up with the cost of living,
- provides life cover for your family and loved ones in the event of your death
- provides tax relief on any contributions deducted from your salary
- offers the option to decrease or increase your pension contributions
- offers the option to transfer in any previous pensions you hold within 12 months of joining.



**Bike 2 work
scheme**



**CPD
opportunities**



**Employee
assistance
programme**



**Local
discounts**



**Occupational
health support**

Safeguarding statement

At Apex Collaborative Trust, the welfare of children is paramount and all schools are committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment.

All staff will be expected to take responsibility to safeguard and promote the welfare of children and young people. Staff are responsible for their own actions and behaviour and should avoid any conduct which would lead any reasonable person to question their motivation and intentions. Staff should work, and be seen to work, in an open and transparent way.

Attitudes towards promoting and safeguarding the welfare of children and young people will be scrutinised during the selection process for the post that you have applied for. If you are appointed to this post, information in relation to safeguarding and protecting children and young people will be provided at induction. This practical guidance for safe working practice will provide information about which behaviours constitute safe practice and which behaviours should be avoided.

All post holders are subject to an enhanced DBS check. Our policy and practice are in line with the current Department for Education's 'Keeping Children Safe in Education' statutory guidance.



Headteacher



Salary Range: L17 – L24
(£76,772 - £90,158)

Contract Type: Permanent

Start Date: 13th April 2026 (after Easter holidays)

Closing Date: 10.00am on 1st December 2025

Interview Date: W/C 8th December 2025

Tours of school: To arrange a school tour, please contact Karen Dobney,
Head of HR, via k.dobney@apex-trust.org

Why choose Lord Street Primary School?

- **A talented, dedicated team of staff** who are committed to ensuring every child flourishes/excels.
- **A diverse, inclusive and thriving** school with enthusiastic, well-behaved pupils who are eager to learn
- A school that **is at the heart of the community**
- **Ambitious and encouraging** environment promoting development and success
- **A supportive Central Team** to enable you to focus on provision of high-quality education.

Apex Collaborative Trust offers:

- A **strong culture driven by values**, where **Ambition, Collaboration and Trust** are at the heart of everything we do.
- A **supportive Central Trust team** committed to improving outcomes for all children through meaningful **collaboration**.
- Access to **cutting-edge professional development opportunities** to help you grow.
- A **culture where individuals can thrive** - where innovation is encouraged and there is no fear of failure.



Job Description

This job description reflects the Headteachers' Standards (2020). The teachers' standards, including the personal and professional code of conduct which applies to teachers, provide a foundation upon which the standards for Headteachers are built.

The appointment is subject to the current conditions of employment of Headteachers, contained in the School Teachers' Pay and Conditions document and other current educational and employment legislation, including that of the Department for Education in carrying out his/her duties. The Headteacher is accountable to the CEO of the Trust, through the Executive Lead for the Primary Phase, and the Local School Committee of the school. The Headteacher has responsibilities as defined in the Scheme of Delegation for the Trust. The Scheme of Delegation can be accessed [here](#).

The Core Purpose of the Headteacher

Headteachers are leading professionals and role models for the communities they serve. Their leadership is a significant factor in ensuring high quality teaching and achievement in schools and a positive and enriching experience of education for pupils. The Headteacher should establish a culture that promotes excellence, equality and high expectations of all pupils.

Headteachers are expected to demonstrate consistently high standards of principled and professional conduct. They must uphold and demonstrate the Seven Principles of Public Life at all times. Known as the Nolan principles, these form the basis of the ethical standards expected of public office holders:

- selflessness
- integrity
- objectivity
- accountability
- openness
- honesty
- leadership

The Headteacher, working with others and in the context of Apex Collaborative Trust, secures the commitment of the wider community to the school by developing and maintaining effective partnerships. Through such partnerships and other activities, the Headteacher plays a key role in contributing to the development of the education system as a whole and collaborate with others to raise standards.

Drawing on the support provided by members of the school and trust community, the Headteacher is responsible for creating a productive learning environment which is engaging and fulfilling for all pupils.

Job Description

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 that all pupils are taught to read through the provision of evidence-informed approaches to reading, particularly the use of systematic synthetic phonics in schools that teach early reading
- 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, rules and routines, 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 the school holds 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

Job Description

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

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, upholding their obligation to give account and accept 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

Person Specification

[illegible]

Knowledge & Skills	<ul style="list-style-type: none"> • Develop and implement strategies for school improvement, including data analysis, target setting and strategies for improving the quality of teaching and learning for pupils. • Monitor performance management and manage effective professional development. • Manage pupils' behaviour and attitudes to learning. • Work in partnership with other schools and agencies in order to meet pupils' needs. • Engage parents in their children's learning and the work of the school. • Ability to prepare high-quality reports. • Strong strategic and communication skills. 		<ul style="list-style-type: none"> • A/R/I • A/R/I • A/R/I • A/R/I • A/R/I • A/R/I • R/I
Key: A – Application R – Reference I – Interview C – Certificate			

How to apply

If you share our values and meet the criteria for the role, please apply by following the process below.

Follow the link to complete the application form:

<https://mynewterm.com/jobs/145818/EDV-2025-CLSS-28212>

The supporting statement should demonstrate how your knowledge, skills, understanding and experience have prepared you to address the role of the Headteacher at Lord Street Primary School.

You should also outline:

- Your philosophy on what constitutes effective education
- Your vision for the school within Apex Collaborative Trust

The statement should consist of no more than 2,000 words.

**Closing date for applications is 10.00am on:
Monday 1st December 2025**

CVs will not be accepted. It is standard practice in the education sector to seek references for shortlisted candidates prior to interview.

Apex Collaborative Trust is committed to safeguarding children and young people. All post holders are subject to a satisfactory enhanced Criminal Records Bureau disclosure. Our policy and procedures are in line with the Department for Education's 'Keeping Children Safe in Education' Guidance'.





Lord Street Primary School, Lord Street,
Colne, Lancashire, BB8 9AR
01282 865597

