

# Arno Vale Junior School



## Headteacher Candidate Information Pack



The White Hills Park Trust  
*Better Together*

# Welcome from the Chair of Governors

Dear Candidate,

On behalf of the Governing Body, I would like to extend a very warm welcome and thank you for your interest in joining Arno Vale Junior School. We are seeking an inspiring and collaborative leader to join our school as Headteacher. This exciting opportunity has arisen following the departure of our long-standing Headteacher and offers the chance to work alongside an experienced and dedicated Senior team. You will lead our vibrant school community, taking responsibility for strategic leadership and day-to-day management.

In joining the team, you will strive for excellence and build on the values at the heart of our school of honesty, determination, respect, independence and curiosity. We are incredibly proud of our vibrant and inclusive school community, where children are at the heart of everything we do. Our dedicated staff team works tirelessly to provide a nurturing and stimulating environment that enables every child to thrive academically, socially, and emotionally. Through support and challenge we want our children to achieve, be independent and have fun!

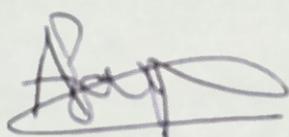
All at Arno Vale Junior school strive for excellence so that each child can participate and fulfil their potential. We aim to do this by delivering a curriculum in a creative, challenging and exciting way through excellent teaching which meets the needs of all the children in school. We want our children to become confident, resourceful and enquiring learners who can take pride in themselves and their achievements and become active citizens of the future. Fostering children's self-esteem and helping them build positive relationships with others is key to our vision.

As Governors, we are committed to supporting the school's leadership in delivering high standards of education and ensuring that all pupils are given the opportunity to reach their full potential. The school was judged as Good in all areas in its last OFSTED inspection in May 2024. We work closely with the Headteacher and staff team to uphold the school's values and strategic vision, and we are excited about the journey ahead as we continue to build on our successes.

We hope this welcome pack gives you a clear insight into the ethos and aspirations of Arno Vale Junior School. Should you choose to join us, you will be part of a passionate and forward-thinking team that is making a real difference in the lives of our children and can be assured of a supportive Governing body and active PTA and parent community. You are warmly invited to visit the school and get a sense of everything that Arno Vale Juniors has to offer. Information on how to arrange a visit is at the end of this pack.

Thank you once again for considering Arno Vale as the next step in your career. We wish you every success with your application.

Warm regards,



Amanda Payne  
Chair of Governors  
Arno Vale Junior School



## Background Information

We are a fantastic junior school in Woodthorpe, Nottingham, catering for children from years 3 to 6. We are proud of our wonderful children who want to learn, develop and enjoy their time with us. Our aim is to give everyone the best opportunities we can so they can find out just how great they are!

The school is an exciting place to be. The children are taught in eight mixed ability classes – two in each year group – and the school's varied and broad curriculum is developed through whole school and year group planning; our staff are always striving to give the children the best learning experiences, whether in or out of the classroom. We are culturally diverse and have a well-deserved reputation for the inclusion of vulnerable pupils. Parents take a close and supportive interest in their children's education.

The learning at Arno Vale is rooted in our five values: determination, respect, independence, curiosity and honesty. We feel these values are vital not only in school, but also in the wider community and later in life.

Arno Vale is proud of its extra-curricular activities, its academic achievement, and its reputation as an inclusive and caring school. Please see our website for more information and if you have any questions, please do not hesitate to contact us.

More details are available on our website [Arno Vale Junior School](#)



# The White Hills Park Trust

The White Hills Park Trust is a Multi Academy Trust, based in Nottinghamshire. Formed in 2012, it currently comprises two secondary schools, six primary schools and a special school.

The Trust supports schools in providing the highest standards of education and care. We provide support and expertise to assist Headteachers and their teams in the smooth running of the school. All the schools in the Trust are currently judged good by Ofsted. Through the work of the Trust, we aim to build a culture of excellence, enabling our students to flourish.

Our Trust is founded on the principle that by working together in a community of learning, our schools become beacons of outstanding practice, providing opportunities and benefits for pupils and the local community. Our academies are great places to work, where staff are valued and supported. We believe that high-quality, evidence based professional development is at the heart of an effective school improvement strategy, and support individual and career development.

More details are available on our website [whptrust.org](http://whptrust.org)



**The White Hills Park Trust**  
*Better Together*

# What Next?

This is a fantastic opportunity to lead a school where your values, your vision, and your leadership will make a lasting difference.

**We warmly encourage visits to the school - come and experience Arno Vale for yourself.**

## To arrange a visit

Please contact the school office team, either by email on [office@arnovale.notts.sch.uk](mailto:office@arnovale.notts.sch.uk) or telephone 0115 953 6400.

## To discuss the way The White Hills Park Trust works with schools and school leaders

Please arrange to visit or speak to Claire Shaw, Trust CEO, by contacting Karen Sims, HR Manager, on 0115 8247178 or [karen.sims@whptrust.org](mailto:karen.sims@whptrust.org).

## To apply

Applications for the post to be submitted by 9.00 am, Monday 16<sup>th</sup> March 2026, via our online application form, which can be found via the Careers page of the Trust's website: [whptrust.org](http://whptrust.org)

## Closing date

Monday, 16<sup>th</sup> March 2026,  
9.00 a.m.

## Interviews

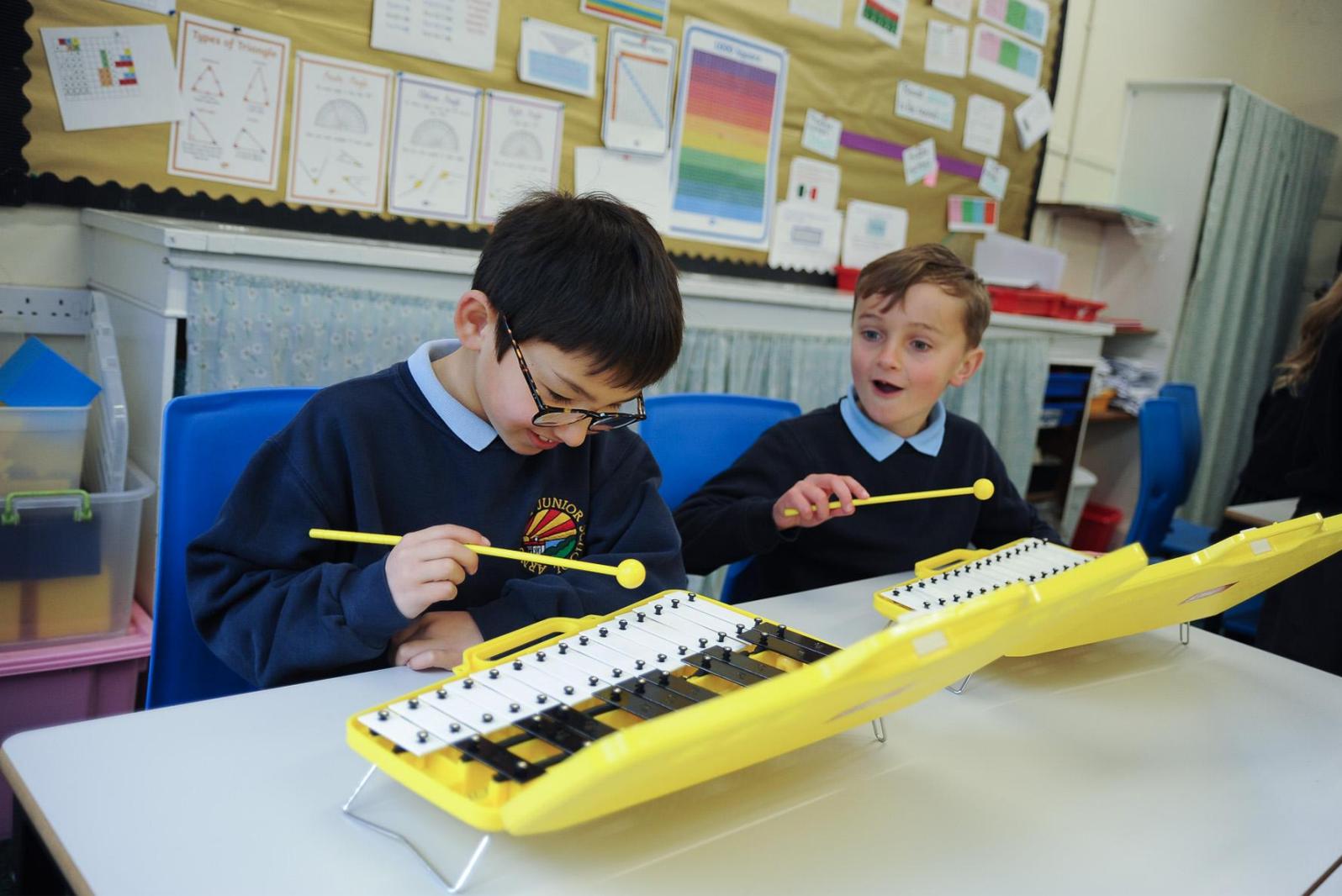
Tue 24<sup>th</sup> & Wed 25<sup>th</sup> March 2026

## Start date

1 September 2026

We look forward to receiving your application.





## Safeguarding and Equal Opportunities

We welcome applications from all; irrespective of gender, marital status, disability, race, age or sexual orientation for posts within Educational Settings.

We are an equal opportunities employer, committed to safeguarding and protecting the welfare of children. Successful candidates will be required to undergo enhanced Disclosure and Barring Service (DBS) and online checks in line with KCSIE guidance, and checks are made with past employers on all vacancies.

### Data Protection

You have a right to be informed about how the Trust uses any personal data that we collect about you during the job application process.

Please see the [Privacy Notice for Job Applicants](#) and [Data Protection Policy](#) on the Trust's website ([whptrust.org](http://whptrust.org)) for more information.



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# Job Description

Post title: Headteacher – Arno Vale Junior School  
Salary range: L13 – L19 (£69,596 - £80,655 FTE)  
Responsible to: The Board of Trustees / Local Governing Body

## Legal requirement

1. To fulfil all the requirements and duties as set out in the School Teachers' Pay and Conditions Document relating to the Conditions of Employment of Headteacher.
2. To work within the National Standards for Headteachers as published by the DfE.
3. To promote and safeguard the welfare of all children and young people within the school, by ensuring that the school's policies and procedures relating to safeguarding children and child protection are fully implemented and followed by all staff; resources are allocated to allow staff to discharge their responsibilities; and that staff, pupils, parents and others feel able to raise concerns and that these are addressed sensitively and effectively.

## Job Purpose

1. Help our children be the best that they can be.
2. Uphold and promote the school's ethos and values.
3. Provide strong and purposeful strategic leadership, empowering all pupils and staff to excel.
4. Provide a safe environment where students can be happy and receive the care, guidance and support that they need to succeed.
5. Work closely with families to meet the needs of the local community.
6. Provide visible and proactive leadership.

## Key Responsibilities

1. Directly lead and manage the school's Senior Leadership Team.
2. Agree strategic targets with the governing body and deliver on the strategic priorities.
3. Produce and implement the School's Improvement Plan and school self-evaluation, leading a robust approach to self-evaluation.
4. Ensure that the school complies with all Health and Safety requirements.
5. Maintain strong data analysis to ensure that tracking and intervention is rigorous and having an impact.
6. Sustain a wide, current knowledge and understanding of education systems to secure excellent teaching.
7. Work closely with the central Trust team to ensure efficient school operations.
8. Contribute to the wider educational community, including through the Trust.
9. Liaise with key partners, including 'Club Vale' and the feeder infant school.

## Working with Pupils

1. Provide a safe, calm and caring environment, focused on safeguarding pupils and developing their exemplary behaviour in the school and in wider society.
2. Demand ambitious standards for all pupils, overcoming disadvantage and advancing equality.
3. Lead the raising of student achievement and attainment in all aspects of school life.
4. Ensure the well-being of all pupils in school.
5. Promote innovative and creative approaches to the curriculum.
6. Provide a broad, balanced and enriched curriculum, which enables children to achieve well.

## **Working with Staff**

1. Establish, develop and motivate effective teams across the school.
2. Maintain an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.
3. Embed the ethos and values of the school into the learning environment.
4. Promote and support staff well being.
5. Hold all staff to account for the impact of their work on pupils' outcomes, their professional conduct and practice.
6. Maintain rigorous, fair and transparent systems and measures for managing the performance of all staff, addressing any under-performance, supporting staff to improve through CPD and valuing excellent practice.

## **Working with Resources**

1. Ensure that the school's systems, organisation and processes are efficient and fit for purpose.
2. Work with political and financial astuteness to ensure the equitable deployment of budgets and resources, in the best interests of pupils' achievements and the school's sustainability.
3. Ensure that all necessary policies are in place and kept up to date.
4. Liaise with the Trust central team to ensure the most efficient use of resources.

## **Working with Others**

1. Be accountable to the governing body and actively support the governing body to understand its role and deliver its functions effectively.
2. Maintain an outward-facing school which works with other schools and organisations, both in the Trust and beyond, to secure excellent outcomes for all pupils.
3. Work closely with staff and leaders from the feeder infant school to ensure a smooth transition for pupils.
4. Raise the profile of the school in the local community to maximise pupil numbers and further develop positive relationships.

To undertake any other duties, which may reasonably be regarded as within the confines of the duties and responsibilities/grade of the post as defined.

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

# Person Specification

Criteria		Essential	Desirable	Assessment Method A = Application Form I = Interview and observed tasks L = Letter R = References
<b>A Education And Qualifications</b>				
1	An honours degree	✓		A
2	Qualified Teacher Status (QTS)	✓		A
3	Relevant higher degree		✓	A
4	NPQH or equivalent		✓	A
5	Extensive experience in school leadership	✓		A
<b>B Professional Qualities, Knowledge And Experience</b>				
6	High expectations and personal integrity with the ability to create, promote and deliver the vision for excellence	✓		L / I
7	Demonstrate core values and the belief that all pupils have the potential to succeed	✓		L / I
8	Successful strategic senior leadership experience in a primary school setting	✓		A / L / I
9	Knowledge and understanding of the key legal issues relating to the leadership of a school including: equality issues including those relating to employment and health and safety	✓		L / I
10	Proven track record in leading, mentoring, monitoring, and managing staff, implementing, and managing change as part of Senior Leadership Team	✓		L / I
11	Knowledge and experience of Child Protection, safeguarding procedures and Prevent Duty	✓		A / L / I
12	Able to develop strong, supportive relationships with pupils, staff, parents/carers and the wider school community including the Local Governing Body	✓		I
13	Able to be a visible, high profile role model, leading by example, with a professional approach that demands excellence, confidence, trust and respect of the school and wider community	✓		I
14	Has a detailed understanding of current educational issues and concerns	✓		I
15	Experience of making effective use of funding and other resources		✓	L / I
<b>C Pupils and Staff</b>				
16	Raise aspirations and have a clear vision for excellence, providing targeted intervention to ensure every pupil reaches their potential	✓		L / I
17	Secure excellent teaching through a collaborative understanding of how pupils learn and of the core features of successful classroom practice	✓		L / I
18	Experience of positive behaviour management and developing a pupil focussed, inclusive and effective learning environment.	✓		L / I

19	Experience of curriculum development along with an understanding of the importance of a broad and balanced curriculum	✓			L / I
20	Demand ambitious standards for all pupils, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on pupil outcomes	✓			L / I
21	Successful experience of the implementation of effective assessment procedures and an understanding of assessment for and of learning	✓			L / I
22	Experience of improving staff performance through continuing professional development and mentoring	✓			L / I
23	Demonstrate an understanding of the importance of supporting staff wellbeing	✓			I
<b>D Accountability</b>					
24	The ability to use performance data to identify underachievement and implement strategies for improvement	✓			L / I
25	Experience of working strategically and collaboratively, for example in a wider educational context		✓		L / I
<b>E Personal Qualities and Attributes</b>					
26	Be proactive, innovative and versatile with a high level of drive, energy and enthusiasm necessary to effectively deliver common goals and bring about improvements	✓			I
27	Ability to prioritise, time manage and delegate effectively	✓			I
28	Inspires respect, self-motivated and well organised	✓			I
29	Resilient, tenacious and works effectively under pressure	✓			I / R
30	Commitment to work collaboratively and develop strong teams	✓			I / R
31	Ability to communicate effectively with a wide range of audiences	✓			I