



Jessie Younghusband School

Woodlands Lane, Chichester, West Sussex, PO19 5PA
Telephone: 01243 782192 Fax: 01243 530685
Headteacher: Mrs Sue Patrick, B.Ed., NPQH
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February 2014

Dear Applicant

Post of Headteacher

Thank you for the interest you have expressed in our vacancy. Sue Patrick, our Headteacher for the past seven years, has been successful in acquiring the Headship of an exciting new school being built in Hampshire.

We are seeking an inspirational person committed to leading the school forwards at this point in time. Exciting opportunities for on-going innovation present themselves to a successful candidate following judgements of 'outstanding' in the two recent (2010 & 2013) Ofsted inspections. We recognise this may present a challenge to an incoming Headteacher but we are keen for you to know that we understand schools will always vary in their ability to sustain such standards. Governors and staff have never assumed that outstanding means perfection and our capacity to address identified shortcomings has been one of the reasons for those judgements.

The Governing Body has been closely following the advances in academy conversions and has been assessing the potential opportunities this may bring. We await the appointment of a new Headteacher to further explore our future position.

The successful applicant will join a very committed team of professional staff and a dedicated team of Governors, all of whom work hard to achieve the best possible education for every child in our school. We are justifiably proud of our school and all of its achievements.

We are pleased to enclose our information pack which includes:

- Job Description
- Person Specification
- School Prospectus
- The childrens' wish list for the new Headteacher
- Copies of two recent Newsletters to give a flavour of our school
- WSCC application form
- WSCC Equal opportunities information
- Safer Recruitment additional information



In your letter of application, please address the person specification and provide evidence of impact in your current post by making reference, where appropriate, to: Shaping the Future; Leading Teaching and Learning; Developing Self and Working with Others; Managing the School; Securing Accountability; Strengthening Community.

In particular you should provide evidence of:

- Your contribution to strategic planning and school self-review
- Your understanding of the role of the Headteacher in monitoring the quality of teaching and learning as well as progress
- Examples of successful team leadership in your current post
- Your views and experience of the management of school finance
- The role of the Headteacher in performance management
- The personal knowledge and strengths you can bring to the post of Headteacher
- Your understanding of and any involvement in school improvement

Your letter should be no more than two pages of A4 when typed.

To receive our full application pack, please telephone 01243 642140 or email (quoting reference number 16161): jobs@westsussex.gov.uk.

You are most welcome to visit our school at your convenience. Please contact the school with any queries or to arrange your visit by email secretary@jessieyoungusband.w-sussex.sch.uk or by telephoning 01243 782192.

Completed application forms should be returned to: Penny Esau, Schools Recruitment Team, Ground Floor, The Grange, West Sussex, Chichester, West Sussex, P019 1RG or email: HRSchoolAdverts@westsussex.gov.uk.

The closing date for applications is 18th March 2014 and interviews will be held on 31st March and 1st April 2014.

The successful candidate could benefit from a contribution towards relocation costs of up to £2000.

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. There will be a need for the successful applicant to undertake a criminal record check via the DBS.

References, one of which should be your Chair of Governors/Headteacher and the other your Local Authority or your current employer, may be sought as soon as applications are received. All applications will be treated with the strictest confidence.

I look forward to receiving your application.

Yours sincerely



Martin Tomlinson MBE
Chair of Governors