



Headteacher Application Pack

January 2026



Sharmans Cross Junior School
Sharmans Cross Road
Solihull
West Midlands
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A Message from the Governing Body

Thank you for showing an interest in joining Sharmans Cross Junior School as our next Headteacher. We are a dedicated, proactive governing board who are committed to appointing an exceptional leader to take our school to its next stage of development and beyond. This is an exciting opportunity to join our school, to be at the forefront of a new and skilled leadership team, to lead a school full of dedicated teachers and parents who want to work in partnership with us as the school to ensure their children get the very best education possible.

We encourage you to visit the school to meet our staff team, our wonderful children and walk our school site, which we believe, holds much potential for the future of our schools' inclusive provision.

School visits will be held on the 7th and 8th September from 9:30am. Please contact our school improvement adviser, Mrs. Claire Potts, to register your attendance at one of the dates. claire.potts@solihull.gov.uk

During these pre-arranged visits, you will receive a warm welcome from our interim headteacher, deputy head and phase leaders. They will answer any questions you may have about the school and the leadership of Sharmans Cross Junior School.

The closing date for applications is 9am 15.9.2025.

Governors will shortlist on 15.9.2025.

Interviews will be held on 22.9.2025 and 23.9.2025

Thank you again for your interest. We look forward to hearing from you.

Kate Goode Chair of Governors



Pupils are happy at Sharmans Cross. They enjoy coming to school. Pupils build strong friendships and are kind to each other. They understand that everyone is different. Pupils show respect towards others.

Ofsted November 2021

Staff have high expectations of pupils' behaviour.

Ofsted November 2021

Leaders have put in place a broad curriculum. Pupils achieve well, particularly in English and mathematics. Leaders are developing the curriculum in other subjects so that pupils are similarly successful.

Pupils find lessons fun. They know that an adult will help them if they find something difficult.

Ofsted November 2021





Key Facts

Location:

Sharmans Cross Road,
Solihull, West Midlands B91
1PH

Ofsted rating:

Good – November 2021

NOR: 419

Age Range: 7 – 11 Years 3 - 6

SEN: 22 %

SEN EHCP: 3 %

Pupil Premium: 13 %

EAL: 26 %

Our Headteacher will

- Be an inspirational and strong leader, able to share a vision and pro-actively engage with all stakeholders.
- Have senior leadership experience in a primary school as a Headteacher or deputy Headteacher and evidence of leading improvement with impact.
- Be an excellent teacher who can share their love of learning with staff and children.
- Have high expectations of behavior for all children rooted in respect and positive relationships.
- Be a motivating, empowering and supportive leader of staff ensuring that professional development is a significant driver of improvement.
- Be a confident communicator with very effective interpersonal skills that will build positive working relationships with our diverse community of pupils, staff, parents and governors.
- Be knowledgeable and proactive with regards to safeguarding the children in our school community.
- Be a visible and approachable leader to all members of our school community.

Sharmans Cross

At Sharmans Cross Junior School all members of our school family encourage every learner to be curious, aspirational and resilient; whilst inspiring them to achieve highly. Developing them so that they can respond positively to, and succeed in, the demands of our rapidly changing world. We are committed to providing a safe, caring and vibrant learning environment, building each child's sense of responsibility to be tolerant and valued citizens of the wider world. We work to promote the mental, emotional and physical health of all pupils, thereby enabling our children to make healthy choices and lead a healthy life.

The acronym we use for the values we use in school is **PRIDE**. The following values were agreed by our school council:

Patience

Responsibility

Independence

Determination

Empathy



Job Description January 2026

Post title:	Headteacher
Salary Range:	L18 – L24
Responsible to:	The Governing Body
Responsible for:	All school staff (teachers and support staff)

Ethics and professional conduct

The headteacher is expected to demonstrate consistently high standards of principled and professional conduct. They are expected to meet the teachers' standards and be responsible for providing the conditions in which teachers can fulfil them.

The headteacher 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 must uphold public trust in school leadership and maintain high standards of ethics and behaviour. Both within and outside school, they will:

- build relationships rooted in mutual respect, and at all times observe proper boundaries appropriate to their professional position
- show tolerance of and respect for the rights of others, recognising differences and respecting cultural diversity within contemporary Britain
- uphold fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs
- ensure that personal beliefs are not expressed in ways which exploit their position, pupils' vulnerability or might lead pupils to break the law

As leader of their school community and a leader within their profession, the headteacher will:

- serve in the best interests of the school's pupils
- conduct themselves in a manner compatible with their influential position in society by behaving ethically, fulfilling their professional responsibilities and modelling the behaviour of a good citizen
- uphold their obligation to give account and accept responsibility
- know, understand, and act within the statutory frameworks which set out their professional duties and responsibilities

- take responsibility for their own continued professional development, engaging critically with educational research
- make a positive contribution to the wider education system

Headteachers' standards

1. School Culture. The headteacher will:

- 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

2. Teaching. The headteacher will:

- 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

3. Curriculum and assessment. The headteacher will:

- 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

4. Behaviour. The headteacher will:

- 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

5. Additional and special educational needs and disabilities. The headteacher will:

- 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

6. Professional development. The headteacher will:

- 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

7. Organisational management. The headteacher will:

- 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

8. Continuous school improvement. The headteacher will:

- 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

9. Working in partnership. The headteacher will:

- 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

10. Governance and accountability. The headteacher will:

- 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

Category	Specification	Assessment Method
Qualifications	<ul style="list-style-type: none"> DfE recognised teaching qualification Evidence of professional development relating to school leadership and curriculum development 	A A
Relevant Experience and Knowledge	<ul style="list-style-type: none"> Be an excellent teacher with recent experience. Have substantial senior leadership experience in a primary school including leadership/ management of a team. Demonstrate successful experience of planning, implementing and evaluating school improvement. Have secure knowledge of primary curriculum including EY and of statutory requirements relating to curriculum and assessment. Have knowledge and experience of a range of successful learning strategies to meet needs of all pupils. Understand assessment strategies and their use to inform next stages of learning. Understand and show evidence of promoting an effective learning environment including successful behaviour management. Have current knowledge of safeguarding requirements and ability to put these in place. Demonstrate experience of leading the professional development of others. Show successful experience of delivering performance management. Show knowledge and understanding of school finance and budgetary control. Show evidence of working with governors. Demonstrate commitment to developing links and working with other schools and organisations 	A I R A R A R A I R A I R A I A I A I R A R A R A R A R A R A R
Competencies and Attributes	<ul style="list-style-type: none"> Able to inspire and innovate by sharing and articulating a clear vision to all members of the school community. Communicate effectively orally and in writing to a range of audiences in a diverse community. Able to motivate, empower and support staff in order to drive improvement. Demonstrate effective interpersonal skills which will build positive relationships within the school's diverse community. Be a visible and approachable leader to all members of our community. Use data to identify areas for improvement, set targets and take action to address them. 	A I R A I A I R A I R A I R A I R
Other Requirements	<ul style="list-style-type: none"> Unequivocal recommendation in professional references. Satisfactory enhanced Disclosing and Barring Service Check. 	R

*A = Application, I = Interview Process, R = Referenc

How to apply...

Applications will only be accepted if completed in full and on the application form provided. This should include up to two sides of A4 which outline how you match personal specification and answer both questions below.

1. Outline an initiative that you led and successfully implemented as a leader. What was the impact on the school and children and what did you learn from this as a school leader?
2. How would you engage with all stakeholders to ensure effective partnership working at the school?

Applicants are welcome to visit the school by registering a pre-arranged visit for either September 7th or 8th through Claire Potts SIA for Sharmans Cross School (claire.potts@solihull.gov.uk)

Applications should be submitted by 9am 15.9.2025 to the school office for the attention of the

Chair of Governors Mrs. Kate Goode office@sharmans-cross.solihull.sch.uk

Shortlisting will take place on 15.9.2025

Interviews will be held on 22.9.2025 and 23.9.2025

