



Headteacher: Mr D. Williams
Burton Wood • Weobley
Hereford • HR4 8ST

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May 2017

Dear Colleague,

Thank you for expressing an interest in a position at our school. The recruitment of high-quality staff is absolutely key to our continuing success and for this reason we place a great deal of emphasis on ensuring that you are provided with as much information as possible.

Weobley is a rural high school of just 500 pupils; our intake is truly comprehensive and draws from a very large catchment area including over 20 primary schools and a significant number of service families. We have also recently federated with our adjoining primary school and so we are excited about the opportunities that this will bring.

We are fortunate to be situated in an area of outstanding natural beauty in a village location just 15 minutes from Hereford and not far from the Welsh borders. We have an excellent reputation for the quality of teaching and learning that takes place here and standards are high; consequently we are heavily oversubscribed despite falling roles across the county. Every member of staff here is totally committed to improving children's lives and we all work hard to ensure that we are at the forefront of developments in classroom practice. As a team we work collaboratively and visitors constantly comment on the positive ethos within the school amongst staff and pupils alike. The standard of pupil behaviour is also widely recognised as exemplary; including by our most recent OFSTED inspection report. Our outcomes are equally strong with pupil progress scores placing us as one of the highest performing schools in the region.

This is a key senior leadership post within the school and the successful candidate will join a highly effective Senior Leadership Team and be directly involved in the strategic leadership of the school and the federation. The ability to be a 'team-player' and a positive role model is a key factor. This is a vibrant, exciting place to work and we are all proud to be a part of what OfSTED described as this "exceptional" school. We spend a great deal of time in nurturing our staff so that they feel supported and can fully develop their potential. Indeed you will receive whatever support and training that is deemed necessary for you to perform in this role successfully. Consequently, although a commitment to working in a school is essential; equally we are interested in appointing people from outside the education sector who may add a different dimension to our work. We also focus significantly on staff wellbeing; our view is that Weobley should be a happy and positive place to work – both for the children and the adults who work here.

This role has arisen following the promotion of our previous School Business Manager to another post within the authority. The core role is the financial management of the high school although the strategic financial management of the primary school will also be a key part of the role along with developing our sites and facilities including lettings. This will include working with and advising the Governing Body as well as developing links with the wider community. Nevertheless we will adapt to the strengths of the successful candidate and as part of the leadership and administration team, your role may evolve. You will also line-



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manage a small team of staff including the caretaker, cleaners and sports centre receptionist. Please see the enclosed Job and Person Specification for precise details of what is expected with this post. The starting salary is £27,668 (HC8 – pt 31) with annual increments subject to satisfactory performance up to £31,601 (HC8 – pt 36).

We aim quite simply to be one of the best schools in the country and we are well on our way. If you feel that you are up to the challenge of working with us then it would be fantastic to receive your application. You are also very welcome to contact us for a tour beforehand and to meet some of the staff and pupils. Our website www.weobleyhigh.co.uk is also very informative.

The closing date for applications for the post is Monday 12th June (3pm) with interviews for successful candidates being held on Monday 19th June.

I look forward to seeing your application and please do not hesitate to pick up the 'phone or email if you require any further information.

Yours sincerely,

Dean Williams