

Trust Principal: Mr J Whitcombe MA  
Email: [contact@swaleacademiestrust.org.uk](mailto:contact@swaleacademiestrust.org.uk)  
Web: [swaleacademiestrust.org.uk](http://swaleacademiestrust.org.uk)  
Tel: 01795 426091  
Fax: 01795 476232

Ashdown House  
Johnson Road  
Sittingbourne  
Kent  
ME10 1JS

SC/SWA

January 2019

Dear Applicant

***Assistant Headteacher***

Thank you for expressing an interest in this post. I hope you will take a look at our website at [www.westlands.org.uk](http://www.westlands.org.uk) and take the time to consider the information enclosed with this letter.

Westlands School is graded as outstanding, but under a different framework and a number of years ago. In recent years we have focussed on the school's ethos and values, developing areas such as pupil leadership. We currently consider ourselves a good school in terms of teaching and learning. Therefore, we wish to recruit a leader who has the expertise, creativity and uncompromising focus to build on our strengths and offer innovation in the area of teaching and learning. At that the heart of our desire to improve is a relentless drive to ensure that pupils make exceptional levels of progress in English.

We place the recruitment, retention and professional development of teachers and leaders as a top priority. We therefore seek well-qualified, highly skilled, and enthusiastic teachers, who have the highest of expectations of both themselves and the pupils in their classes. We want teachers who enjoy working with young people of all abilities and differing needs. Above all we want someone who has the desire to make a real impact, particularly in the area of teaching and learning.

If you became part of our team, I believe we could offer you a number of benefits. Firstly, you would become part of something successful. Secondly, as a Teaching School we can offer an exceptional package of professional development, including the Outstanding Leaders in Education Programme, a Masters Degree, an Aspiring Leaders programme, and support for aspiring heads to obtain the NPQH qualification. You will also be part of a network group of schools within the trust so you can learn from other leaders in schools within a range of contexts.

We want to appoint a leader of the highest calibre and realise that we also have to offer a substantial remuneration package. Therefore, we are offering a leadership salary which will

reflect the experience and expertise of the successful candidate. However, we would view this post as a stepping stone to Deputy Headship within the trust, so it would suit those with ambition and aspiration. You would be employed by Swale Academies Trust, of which Westlands School was the original sponsor academy. There are an increasing number of other schools in our trust across Kent and East Sussex. The future professional development opportunities are therefore significant for those candidates aspiring to future promotion.

Further information about the requirements of the post and an application form are enclosed. For this particular post we are looking for a leader with a proven track record in English. As part of our Senior Leadership Team you will work along with the Assistant Headteachers in maths and science. Whilst the main responsibility will be to develop teaching and learning within the English curriculum area, I think it is important to emphasise that there are other leaders within the department to delegate responsibility. Also, as part of the Senior Leadership Team we would expect the post holder to have a wider school understanding and focus within our Teaching and Learning Team. We would expect the post holder to develop as a leader by taking on other whole school responsibilities over time.

Westlands School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts are subject to an enhanced DBS check.

As a school dedicated to the principle of equal opportunities we aim to ensure that staff recruitment is fair and open to all regardless of age, social class, disability, religion, ethnic origin or sexual orientation within the context of a detailed person specification.

We would have high expectations of you as a teacher, but I can assure you that the rewards are significant. To arrange an informal conversation you can contact me on [sc@westlands.kent.sch.uk](mailto:sc@westlands.kent.sch.uk). If you wish to apply you should send a fully completed application form and covering letter to me as soon as possible. You should outline your strengths in terms of experience, knowledge, understanding and personal qualities, but also the areas in which you aspire to develop. I look forward to receiving your application.

Yours faithfully

Mr S Cox  
Headteacher  
Westlands School