

The  
Catholic Schools Partnership



A Teaching School Alliance  
of **Bradford & Keighley**



**Local Leader of  
Education (LLE)  
Recruitment Pack  
2019**

## Local Leader of Education Lancashire & West Yorkshire Eligibility Criteria

### Applicant

#### To be eligible to be a YH local leader of education, you must:

- have at least 3 years of experience as a serving headteacher (including any period as acting head or head of school)
- expect to remain at your current school for at least 2 years after being selected
- have accountability for one or more school(s) that meet the criteria below
- have the support of your school's governing body / trust board
- demonstrate that you have the ability and capacity to support another school to improve
- demonstrate that you have sufficient experience and impact providing support as a coach or mentor to another headteacher or senior member of staff at a school other than your own
- commit to the time expectations and induction and training as specified by the TSA

### Applicant's School

#### For you to be considered as a local leader of education, your current school must:

- have an Ofsted rating of good (or if you have moved to your current school since its last section 5 inspection, your previous school may be used)
- show consistently high levels of pupil performance or a trend of continued improvement
- be above current minimum standards set by the government
- have experienced senior leaders with capacity to work with other schools

### Applicant's Reference:

#### For you to be considered as a local leader of education, your reference must confirm that both you and your school meet the eligibility criteria and in particular:

- demonstrate that you have the ability (see competencies) and capacity to support another school to improve
- demonstrate that you have sufficient experience and impact providing support as a coach or mentor to another headteacher or senior member of staff at a school other than your own
- have experienced senior leaders with capacity to work with other schools

## Local Leader of Education (LLE) Competencies

### Influence

- make decisions
- direct people
- empower individuals
- establish rapport
- persuade and influence
- articulate information
- challenge ideas
- work effectively with partners

### Adaptability

- self-confidence and control
- composure
- resilience
- integrity
- value difference
- think positively
- embrace change
- invite feedback
- understand people
- foster team work
- value individuals

### Solve Problems

- Intellectual Adaptability
- generate ideas
- explore possibilities
- develop strategies
- able to learn new things
- Investigating Issues
- interpret data
- develop expertise

### Deliver Results

- drive results
- take action
- seize opportunities
- pursue goals
- uphold standards
- attention to detail

## Local Leader of Education L&WY (LLE Application Form)

### Part (1)

#### Applicant details

Full name of applicant:	
Name and address of school:	
School URN:	
School phase:	
Role:	
Contact e mail:	
Contact telephone:	
When did you take up the post of substantive Headteacher at the school listed above?	
Please provide details of any other headships you have held (including acting head or head of school posts), including dates in post	
How long do you intend to remain in post as substantive Headteacher at the school you have listed above?	Years:                      Months:
Are you a Chief Executive or Executive Headteacher? If 'yes' please list the additional schools you have responsibility for including the date(s) you took up the post	
Name and contact details of Senior Educational Professional who will act as a referee. (eg. DCS, Chief Executive, Assistant Director, Executive Headteacher etc.)	
I can confirm I meet the LLE eligibility criteria and that I have the full support of the chair of governors/chair of board and they understand the implication for the school is this application is successful:	
Sign:	Date:

### Ofsted Inspection

Current date of your school's most recent Ofsted inspection:	
Grade for overall effectiveness:	
Grade for Leadership and Management:	
If you have moved to your current school since its last section 5 inspection, please confirm the name and URN of the previous school where you were named as substantive Headteacher, with the date and judgements of the last section 5 inspection:	
Any references to the leadership of the Headteacher in the Ofsted report (please include quotes as appropriate):	

### School Performance

Please provide a summary of the 2015/16 performance data for the phase which is applicable to your school:

Please provide a summary of your school's performance data over the last 3 years:

**Declaration:** I agree that the details given in this application are correct and complete. I understand that the data I have given will be processed and verified and hereby give my permission for my details to be retained. I also understand that my application may be rejected for withholding relevant details or giving false information:

Sign:

Date:



Q3: Please outline the details and **significant impact** of your contribution as a leader to supporting leaders in other schools (400 words)

Q4: Please provide examples of where you have worked sensitively and collaboratively with peer colleagues using **coaching or facilitation skills** to grow leadership capacity in others leading to sustainable improvements. (300 words)

Q3 It is important that Local Leaders of Education have high professional credibility with their peers. Please describe the **competencies** you have for this role and demonstrate this by describing how successful you have been in the leadership roles you have held. (400 words)

**This document MUST be sent with your completed application form PART (1)**

**Signature:**

**Date:**

## Local Leader of Education (Lancashire & West Yorkshire) Reference Form

### Background

The Catholic Schools Partnership Teaching School Alliance, on behalf of Yorkshire and Humber TSC, is seeking to designate a tranche of Local Leaders of Education in areas of greatest demand. As part of this process each applicant is required to identify a referee who can comment on:

- The Headteacher's experience in providing coaching/mentoring support to a Headteacher/senior member of staff in a school other than their own
- The impact this support has had on other schools, and
- The school's capacity to provide bespoke support to schools requiring improvement

**The referee is also expected to commit to deploying the applicant should their application be successful and funding available.** In light of this, if you are completing this form you should be undertaking one of the following roles:

- a DCS or equivalent second tier officer from a local authority, or,
- a Senior Diocese Representative
- Headteacher of a teaching school
- Headteacher of a teaching school alliance strategic partner school, with responsibility for school to school support
- Chief Executive from a multi – academy trust
- Executive Headteacher
- NCTL Teaching and Leadership Adviser

This is an important part of the assessment process and your experiences will help to ensure that the assessment panel is able to make well-informed decisions.

**The closing date for references is Friday September 8<sup>th</sup> 2017**

### Please note:

- The applicant has been advised to contact you to notify you of their intention to seek a reference from you.
- In accordance with the Data Protection Act (DPA) the subject of this reference has the right to see a copy of your reference should they request to do so.

### Before you begin:

For further information, you may find it useful to review the following further sources of information:

- LLE eligibility criteria
- LLE competencies

**Please complete the form on the next page and return it to Simon Gallacher, CSPTSA Director [csptsadirector@outlook.com](mailto:csptsadirector@outlook.com)**



<b>Referee name:</b>	
<b>Organisation:</b>	
<b>Referee Role:</b>	
<b>Contact details:</b>	
<b>Applicant name:</b>	
<b>School name:</b>	
<b>Date:</b>	

**Please answer as many of the following questions as you are able to:**

1. How long have you known the applicant in a professional capacity?

0-1 year       2-3 years       4-6 years       6 years+

2. How effective do you believe the applicant has been over the last 3 years in providing coaching and/or mentoring support to another Headteacher or senior member of staff at a school other than their own?

**Note: 0 is 'not at all effective', 5 is 'extremely effective'**

0       1       2       3       4       5

Please provide comments to support your assessment citing specific examples of the impact on their own and other schools, where possible.

3. How substantially has the applicant's support impacted upon school improvement in their locality over the last 3 years?

**Note: 0 is 'no impact', 5 is 'impact has been extremely substantial'**

0       1       2       3       4       5

Please provide comments to support your assessment citing specific examples of the impact on their own and other schools, particularly in relation to pupil progress and attainment, and any cases you are aware of where schools in challenging circumstances, such as Ofsted categories, below floor standards etc, have been supported

4. How likely do you believe other schools and stakeholders would be, to work with this applicant if they were designated as a LLE?

**Note: 0 is 'not at all likely', 5 is 'extremely likely'**

0       1       2       3       4       5

Please provide comments to support your assessment including how able you feel the headteacher is to work with schools in a broad range of contexts, and build and maintain mutual respect

5. Do you feel that the school has capacity, or could build capacity to support at least 1 other school/headteacher?

Yes       No

Please provide comments to support your assessment including how able you feel the headteacher has built the capacity to support another headteacher

6. If their application is successful, would you seek to deploy this head in support of another, assuming funding was available?

Yes       No       N/A

If you answered 'no' please state why

### **SUPPORT FOR THE APPLICATION**

**Please tick the statement that closely matches your support for this school:**

I unreservedly recommend this headteacher to take on the role of LLE

I recommend this headteacher to take on the role LLE

I am unable to recommend this headteacher to take on the role of LLE

**Additional comments:**