



Lampton School

a DfE Outstanding Academy & Teaching School

Autumn 2017

Dear Applicant,

"Excellence, Respect, Integrity"

Thank you for your enquiry about the position of Business Manager at Lampton School. Please find enclosed a person specification, job description and application form.

Lampton School is situated in the centre of Hounslow and serves a diverse catchment area. The cultural, faith and social diversity of the school is a great strength and it is expected that successful applicants will be able to demonstrate a real commitment to the promotion of equal opportunities issues and achievement for all. Lampton is a very popular school with over 1,400 applications for the 240 places on offer in Year 7 in 2017.

Although the school is sited in central Hounslow, we are fortunate that our site contains a generous allocation of green fields. The school is well connected to Central London via the Piccadilly Line and south London via Hounslow mainline station. The A4 provides easy access by car to the M25, M40, M4 and M3 with staff commuting from outside of London.

In May 2008 the school was judged to be outstanding by OFSTED and the school features in the OFSTED publication 'Twelve outstanding secondary schools – Excelling against the odds'. In May 2013, the school was inspected again and received an 'Outstanding' judgement. . In July 2011, we became one of the first Teaching Schools – having been both a Training School and a pilot Teaching School in the preceding decade.

Our examination results are very good in relation to similar schools and this can only be achieved by having a dedicated and hard-working staff, who I believe are our most valuable resource. We are delighted that a significant number of our students are successful in the EBAC subjects, but as a school we are fully committed to a broad and balanced curriculum for all students. . In 2015 and 2016 the school was placed in the top 5% of schools nationally for GCSE progress. Our Progress 8 score in 2016 was 0.53 and 0.47 in 2017. Our sixth form is very successful: with a three year ALPS grade 3, placing it in the top 25% of providers nationally for progress. . The numbers for the sixth form are large with approximately 340 on roll. In September 2014 we opened a brand new, purpose built, £2 million sixth form block.

We are looking for staff who are committed to our core values and vision, of excellence, respect and integrity, their own professional learning and have high expectations of students in terms of their behaviour and attitude towards work. We are a uniform school and all staff are expected to actively support this policy. There is a staff dress code to which all staff adhere. Please take time to read the Code of Conduct for all staff.

The position of Business Manager has become vacant due to the relocation of the current post holder to Scotland for family reasons. The Business Manager leads the whole administrative support



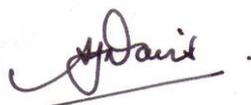
team of the school and is supported by two highly experienced finance officers. The Business Manager is a full and active member of the school's Senior Leadership Team (SLT).

The school is the lead school in the London West Teaching School Alliance (LWA) of over 30 schools and SCITT – School Centred Initial Teacher Training provider. As such, the Business Manager works closely with the Headteacher who is also the Executive Director of these two organisations. In total the school, teaching school and SCITT has an annual turnover of around £11m.

This is an exciting opportunity to join a school which is at the forefront of 'system leadership' in education. If you wish to have an informal discussion about the post, please ring the school and, my PA Rina Sehgal, will arrange an opportunity for us to have a conversation.

If you decide to make an application to the school please look carefully at the Job Description and Person Specification before completing your application. Candidates who are called for interview will be expected to produce their examination certificates on the day of the interview.

Yours sincerely,



Stephen Davis
Headteacher

