YSGOL UWCHRADD PEN Y DRE HIGH SCHOOL



PEN Y DRE HIGH SCHOOL

HEADTEACHER CANDIDATE PACK

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INFORMATION FOR CANDIDATES

Pay Range	Leadership (29-35)
Start Date	September 2027
Closing Date	23rd November 2026
Shortlisting Date	27th November 2026
Interview Dates	4th and 8th December 2026
School Website	Pen-Y-Dre High School Website
Applications to be sent to	human.resourcesadmin@merthyr.gov.uk
School Facebook	Pen-Y-Dre High School Facebook
School Instagram	Pen-Y-Dre High School Website

Application Form

Using the standard application form provided (CVs are not accepted) please complete all aspects of the form fully. The supporting letter should be **a maximum of 2 pages of A4** and a minimum font size of 10. Include your full work history with no unexplained gaps since leaving school education. Include all the relevant training you have completed, particularly those in recent years which have helped to prepare you for headship

Person Specification and Personal Statement

When writing your responses, it is important you address each of the shortlisting requirements in the person specification. Please evidence additional aspects such as training and qualifications together with your background and experience within the personal statement.

References

Please make sure your referees are aware of your application and that they are able to provide a swift turn round. Preferred referees are your last two employers, and you should provide their official organisation email address for us to contact. One referee will be your current Headteacher or Chair of Governors.

THE CHAIR OF GOVERNORS

Dear Colleague

On behalf of the Governing Body, I am delighted to invite you to apply for the position of Headteacher at Pen y Dre High School. We are looking to appoint and outstanding practitioner whose knowledge, imagination and enthusiasm will build on our existing expertise and ensure the very best outcomes and opportunities for our pupils. As a highly inclusive school, our aim is for all pupils to become the very best versions of themselves. The vacancy has arisen due to the planned retirement of our current exceptional headteacher.

The successful candidate will have high expectations of all pupils and a strong desire for them to succeed. For the right individual this post presents a superb opportunity to make a lasting contribution to the lives of our pupils, and to the success of the school community as a whole. We are looking for someone who has that very special mix of emotional intelligence coupled with the ability to plan and lead in a highly strategic manner. The Headteacher will be someone who has the energy, vision and resilience to work with the Governing Body in ensuing the school remains happy, successful and responsive to the needs of the school community.

Pen y Dre High School is a very friendly, collegiate and rewarding place to work, with an excellent local and national reputation. We work very hard on our team ethos to ensure everyone is able to thrive within our school community. We are an innovative and collegiate school, and are winners of many educational awards, including winners of the Professional Teaching Awards Cymru (2017, 2018, 2019, 2020, 2021). We work together to get the very best of our pupils, and of ourselves. The reputational strength of the school in the local community has meant that we have seen a sustained growth in pupil numbers over recent years and are currently oversubscribed. We were delighted with the outcome of our core inspection from Estyn in January 2024. We encourage you to read the report.

We wish to appoint a Headteacher who will not only build on the legacy of the present postholder but, most importantly, articulate and shape their own vision for leading the school to further success. We want our new Headteacher to be inspirational and relentless in their pursuit of the best outcomes for our pupils. The right candidate will be clear about leadership standards and will be able to articulate the opportunities inherent in curriculum reform.

This year will see the completion of our seventy million pounds, state of the art learning campus funded via Welsh Government's Sustainable Communities for Learning Programme. We will be the nation's first carbon neutral secondary school.

This is such an exciting time for Pen y Dre High School. If you share our enthusiasm for the school and are passionate in leading us to continued success and further improvement, then we look forward to hearing from you.

Lorraine Griffiths - Chair of Governors

THE DIRECTOR OF EDUCATION

Dear Candidate,

Thank you for your interest in the Headteacher position here in Merthyr Tydfil. I am delighted that you are considering taking this next step in your journey with us, as part of our Addysg Merthyr Tydfil Education team.

This is an exciting time for education in our county borough, and we are continually looking for exceptional people who share our aspirations, ambitions, values, and commitment to ensuring every child thrives. Our vision as an education directorate is to ensure that every learner is thriving, every school is strong and every community is engaged, and you will play a key part in achieving this.

Merthyr Tydfil is a place with a proud heritage and a strong sense of community. Our schools sit at the heart of that community, and the role of a Headteacher here is both a privilege and a responsibility. You will find that Merthyr Tydfil is a welcoming area - small enough to build deep, meaningful relationships, yet ambitious enough to offer the scope and challenge that inspire professional growth.

Working and leading in Merthyr Tydfil brings a number of unique positives. Leaders who join us often comment on the warmth of the people, the collaborative spirit across schools, and the genuine desire to make a difference for every learner. Our schools benefit from strong partnerships with the local authority, a committed network of leaders, and a culture that values innovation and continuous improvement. We are a community that embraces new ideas, supports reflective practice, and celebrates success. As Director of Education, I am proud of the education system we have built together - and equally excited about the opportunities that are ahead.

As a Headteacher here, you will have the chance to shape a school's vision, influence the wider educational landscape, and be part of a team of dedicated professionals who care deeply about their pupils. You will also be supported by a local authority that believes in empowering leaders, investing in professional development, and working collaboratively to overcome challenges. This is a place where your leadership will be seen, valued, and able to make a lasting impact.

If you share our passion for improving outcomes, nurturing aspiration, and building strong, inclusive school communities, I encourage you to apply. We look forward to learning more about your experience, your values, and the vision you would bring to this important role.

Mr Ryan Morgan - Director of Education
Merthyr Tydfil County Borough Council

SCHOOL PARLIAMENT

Dear Candidate,

The Student Parliament of Pen y Dre High School we would like to thank you for applying for the role of Headteacher. As a school we live by the mission “Aspire Achieve Believe”. We believe this is a great way to inspire students and we hope that you can promote and reinforce this throughout the role. We help the Headteacher promote our school values of respect, responsibility and kindness

We at Pen y Dre have extremely high standards and the pupils are the highest priority. For this particular role it is expected to always provide support for pupils, have resilience and always be determined to improve the school. It is also vital that, as Headteacher, you set a great example to the rest of the teachers. To lead by example is the Pen y Dre way.

We help each other when we stumble and we help others learn from their mistakes. As a new Headteacher we all need you to stand strong and be friendly with the pupils. These bonds are what form the family of Pen y Dre and help connect pupils to teachers every day.

Finally, we would like to wish you the best of luck and thank you for taking the time to read this letter. The Student Parliament is a very active part of life at Pen y Dre and we cannot wait to meet and work with our new Headteacher.

The Student Parliament
Pen y Dre High School



Job Description

Post Title:	**Headteacher**
Grade:	**Leadership 29-35 (Group 6)**
Directorate:	**Learning**
Division:	**Schools**
Location:	**Pen y Dre High School**
Responsible to:	**Governing Body of Pen y Dre High School**

Introduction

This job description complements the revised professional standards for leadership as set out in the Professional Standards for assisting teaching, teaching and leadership in Wales (revised for 1st September 2026). The Headteacher will demonstrate and promote the overarching values and dispositions defined within the Professional Standards of:

- Pedagogy
- Innovation
- Collaboration
- Professional learning
- Leadership

The standards are purposefully aligned with key national priorities, including:

- Curriculum for Wales
- ALN reform
- School Improvement
- The Schools as Learning Organisations (SLO) model

The post holder is required to undertake the professional responsibilities of a Headteacher as specified in the School Teachers' Pay and Conditions Document.

Job Purpose

To develop a clear vision for the school, in partnership with all school stakeholders, providing the professional leadership required to enable all staff to support learners achieve their full potential. This should be achieved in accordance with the policies of the governing body, and the priorities set out in both local and national education strategies

Key Areas

Pedagogy

1.	Be accountable for supporting the pedagogy of others by creating and sustaining the conditions to realise the four purposes for learners and achieve the best for them in terms of well-being, standards and progress.
2.	Develop strategies, structures and systems, in collaboration with all school stakeholders, to ensure that the school is working effectively towards realising the school's shared vision and achieving sustained school improvement, to enable the achievement of the four purposes of learning, taking account of national and local circumstances, policies and initiatives.
3.	Motivate and work with others to create and sustain a school ethos and learning environment conducive to effective learning.
4.	Ensure the organisation and delivery of the curriculum and implementation of a range of pedagogic approaches within the school, to support high quality teaching and learning and the delivery of the curriculum in Wales.
5.	Ensure a consistent and continual school wide focus on learners' wellbeing, experience and achievement, establishing a culture that values learners' views in informing all stages of learning and school experience.
6.	Be responsible for the development of policies and practices, in collaboration with the relevant stakeholders that promote the Welsh language and culture and develops learners' bilingual skills as appropriate.
7.	Enable the development of the four purposes for learning through the creation of structures and systems that support planning and emphasise the disciplines of different areas of learning in context, to secure highly effective teaching and learning.
8.	Develop and implement effective systems to monitor and evaluate the impact of learning experiences and learners' progress to bring about sustained improvement.
9.	Demonstrate accountability for learner wellbeing and outcomes by working with all relevant stakeholders to ensure the wellbeing and achievement of all learners is valued and evident throughout the school.
10.	Develop inclusive strategies, structures, policies and systems, in collaboration with relevant stakeholders that enable all learners to gain full access to opportunities to achieve and ensure their individual learning needs are met.
11.	Promote and ensure equity in academic, vocational and experiential learning routes.
12.	Develop and articulate a coherent, understandable and accurate account of the school's performance, to a range of external partners, including parents and governors, ensuring this incorporates learner wellbeing and progress.
13.	Manage the effective communication and implementation of recommendations arising from reports, including the outcomes of school self-evaluation and external inspection by Estyn, in order to drive and sustain school improvement.
14.	Collaborate with all school stakeholders to build a school climate and learning culture, which reflects the richness and diversity of the school's community, including Welsh Language and culture.
15.	Safeguarding and Child and Adult Protection are key priorities for the School and Council. We aim to support children and adults at risk to be as safe as they can and to fulfil their potential. You are responsible for playing your part in the well-being, safety and protection of children and adults at risk. You will have a responsibility to participate in training to the appropriate level of safeguarding and have a duty to fulfil your personal responsibilities for safeguarding.

Collaboration

16.	Establish a climate of mutual support and effective collaboration both within and beyond the school to develop, enhance and share effective pedagogy.
17.	Establish a collaborative learning culture within the school and actively engage with other educational establishments, to build effective learning communities.
18.	Promote and facilitate effective collaboration with employers, business, government and other educational professionals to encourage innovative approaches and support and improve everyday practice of the learning organisation.
19.	Establish and build partnerships within school and across schools to share best practice and support school improvement for mutual benefit in terms of high quality and flexible support to develop professional practice.
20.	Work with the governing body, so that it is able to meet its responsibilities in supporting effective learning and teaching and sustained school improvement.
21.	Welcome strong governance and actively support the governing body to understand its role and deliver its functions effectively.
22.	Establish effective and open relationships with parents, carers and the wider local community to actively engage them with learners' wellbeing, experience and progress and ensure the school plays a central role in the community.
23.	Collaborate with other agencies, including the local authority in providing for wellbeing of learners and their families.
24.	Develop a school-wide commitment to continuous improvement and sustainable development through actively promoting and facilitating collaborative opportunities for all staff, accurately identifying areas of concern and taking appropriate action to support and secure improved performance.

Professional Learning

25.	Create an environment in which professional learning is valued, has impact upon pedagogy and supports professional growth across the learning community within and beyond the school.
26.	Ensure sustained and focused professional learning for all staff, including self-framing professional growth within pedagogic practice, learner experiences and outcomes.
27.	To develop a culture that supports growth and leadership at all levels by developing and nurturing leadership potential in others, and contributing to opportunities available, to build the leadership capacity of the school.
28.	Establish professional networks and communities to enable the school to play an active role in the wider education community, contributing to the training of future teachers and other adults who work with learners and developing practice orientated research.



Innovation

29.	Coordinate innovation with all relevant stakeholders, to ensure the school embraces and benefits from evidence-based approaches to innovation aligned to the long-term vision for Wales.
30.	Establish a long-term programme of evidence-based approaches to innovation to meet challenges, manage change and take learning forward effectively to improve wellbeing and outcomes.
31.	Create a culture where expertise, experience and pedagogical practice is continually developed and shared within and across schools.
32.	Develop a culture where evidence derived from innovative practice is used to evaluate the impact of changes, both within and beyond the school community.

Leadership

33.	Work with the school community to bring coherence, clarity and a shared commitment to realising the pedagogical vision for the benefit of learners, colleagues and the wider community in Wales.
34.	Work with relevant stakeholders to ensure that strategic planning reflects the diversity, values, experience and context of the school and the community at large.
35.	Ensure, with the support and input of the Headteacher and governing body, the school is compliant with all internal, local and national policies.
36.	Create a culture in which others can grow professionally.
37.	Develop and nurture leadership potential in others at all levels to build the leadership capacity of the school and inspire future leaders.
38.	Develop, empower and sustain effective individuals and teams through distributed leadership, encouraging reflective practice.
39.	Build effective networks to share professional knowledge, research and practical expertise that enables both the school and other schools to benefit through mutual collaboration.

Managing the School

40.	Work with the relevant stakeholders to produce and implement clear, evidence-based improvement plans and policies for the development of the school and its facilities.
41.	With the support of the governing body, manage and organise the school environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations.
42.	Make effective use of the support and challenge provided by the local authority, regional consortium and other relevant bodies.
43.	Support governing body in managing the school's financial and human resources effectively and efficiently to achieve the school's education priorities and goals.
44.	Monitor, evaluate and review, in collaboration with the governing body, the range, quality and use of all available resources to improve the quality of education for all learners and to secure value for money.

PERSON SPECIFICATION

S = Shortlisting criteria is indicated with S
Please note, shortlisting criteria may also be tested at assessment stage.

	ESSENTIAL	DESIRABLE
QUALIFICATION	Qualified teacher status (S) National Professional Qualification of Headship (NPQH) (S) Relevant Degree (S) Current registration with Education Workforce Council (EWC)	Further qualifications and/or professional studies relevant to the age-range.
KNOWLEDGE AND EXPERIENCE	Substantial and successful experience in a senior leadership role e.g. Headteacher, Acting Headteacher, Deputy Headteacher (S) Knowledge of best practice and procedures for safeguarding children and young people. (S) Knowledge and understanding of the current Welsh Educational context, Curriculum for Wales and the National Mission. (S) Proven success in a range of strategic roles including self-evaluation, data analysis and school improvement planning. (S) Proven ability of excellent teaching and learning, evidence of how to successfully implement it and how to assess the impact. (S) Successful experience of managing change. Experience/Evidence of building effective relationships with governors, parents, local authority and community representatives(S) Proven experience of monitoring, evaluating and reviewing performance in order to raise achievement for all groups of pupils	Experience of health and safety management associated with major school refurbishment. Experience of promoting and marketing the school and strengthening cluster engagement.

SKILLS	Ability to articulate and communicate a clear vision of high-quality educational provision for the school. (S) Strategic management ability including staff, financial and material resources and planning. (S) Ability to raise teaching standards through coaching, mentoring, and professional development (S) Ability to lead, manage and motivate staff and pupils to achieve high standards. Successful experience of providing for pupils with additional learning needs. (S) Ability to create leadership capacity within the school to sustain improvement (S) Ability to build a strong network of collaborative relationships and partnerships with other schools (including feeder primary schools), education professions and appropriate external organisations. (S) Ability to communicate and develop links effectively, both orally and in writing with a range of audiences. Good organisation skills and ability to delegate.	
SKILLS	The ability to be resilient under pressure and remain positive and enthusiastic, whilst maintaining focus on long-term goals. A commitment to continuous professional learning for self and others. A commitment to promote the wellbeing of all members of the school community. A commitment to the promotion of the Welsh language and culture. Ability to demonstrate sound and balanced judgement, decisiveness and flexibility. Integrity, loyalty and empathy. Kind and compassionate.	
OTHER REQUIREMENTS	This post is exempt from the Rehabilitation of Offenders Act (1974) and a comprehensive screening process will be undertaken on all applicants. This will include an enhanced with barred list check with the Disclosure and Barring Service (DBS). Appointment to this post will be subject to 2 suitable written references. Understand and demonstrate a willingness to promote positively the equal opportunities policy of the Council.	

YSGOL UWCHRADD PEN Y DRE HIGH SCHOOL

ESTYN INSPECTION REPORT 2024

'Determined focused on ambition and high Standards'

'Well-being is a notable strength'

'Attitudes and Behaviour are a notable strength'

'Strong team ethos'