

**Specialist Leaders of Education (SLE)**

**Application and reference form**

Page 1/9

**General guidance**

This form is set out in two sections. Section 1 is to be completed by you, the applicant, and section 2 is to be completed by your headteacher (as your referee). There is a 300 word limit for each answer. Once you have completed section 1, the form should be emailed to your headteacher to complete the reference section and submit the document to the relevant teaching school on your behalf. This will complete the application process.

**Applicants are strongly advised to read the full SLE application guidance before completing their application.**

**Headteacher reference**

It is important that headteachers endorse the applicant’s intention to apply for the role of an SLE. You are therefore required to provide a reference from your headteacher that supports your application and validates both your eligibility and capacity to perform the role.

Once your headteacher has completed the reference section of this form, he or she will need to return the whole document using the instructions provided by the teaching school. **Until this has been carried out, your application will not be fully submitted so cannot be considered.**

**Once completed please return this application form to:**

Denise Parker at Keystone Teaching School: [denise.parker@keystoneteaching.org.uk](mailto:denise.parker@keystoneteaching.org.uk)

**The SLE recruitment window closes on**

**Wednesday 20th May 2020 at 5pm.**

**Section 1**

**Application form** *(to be completed by the SLE applicant)*

|  |  |
| --- | --- |
| **Title** |  |
| **Surname** |  |
| **First Name** |  |
| **Role** |  |
| **School** |  |
| **School URN** |  |
| **School phase** |  |
| **TRN** |  |
| **Address** |  |
| **Phone** |  |
| **Email** |  |

**Applicant details**

**Eligibility criteria confirmation**

1. Do you hold a middle or senior leadership role or responsibility within your school?

Yes

No

1. Please indicate how long you have been in this role. If it is less than two years, please provide details of your previous leadership role or responsibility. Please include the name of the school where the role was held.

**Your specialism**

Please indicate the specialist area(s) that you wish to be designated for.

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**Question 1**

What motivates you to participate in system leadership?

**Question 2**

Please outline the **significant impact of your contribution** as a leader to supporting leaders in other schools or to your own school’s performance. Please detail the impact and demonstrate clear evidence of your outstanding practice within your area(s) of expertise or specialism.

**Question 3**

Please provide a clear example of a time when you have been subject to **coaching or facilitation skills** in developing your leadership capacity. What did you learn from the process?

**Question 4**

Please provide a clear example of a time when you have significantly challenged, collaborated, motivated and/ or inspired your colleagues to establish **new, innovative working practices**. What was the impact?

**Question 5**

Please give excerpts from Ofsted reports if your practice has been cited there and/ or performance results/ outcomes you have been accountable for in your area of work have been commented on. Please reference clearly the Ofsted report(s) where these comments are made as these may be verified.

**Additional Information**

Please provide any other information that demonstrates your expert knowledge in your field of expertise in support of your application.

**Additional requirements**

**Section 2**

**Reference** *(to be completed by the headteacher referee)*

SLEs are outstanding leaders, with at least two years’ experience and excellent knowledge in a particular field of expertise. They work to support individuals and teams in other schools by providing high-level coaching, mentoring and support, drawing on their knowledge and expertise of their specialist area.

In accordance with the Data Protection Act, the applicant you are providing a reference for has the right to view this reference, should he or she contact Connect Teaching School Alliance in order to see it. Please do not include any information that you would not be happy to discuss with the applicant as part of a professional conversation.

All applicants must meet the essential criteria to be accepted as an SLE. Each application is rigorously assessed against the eligibility criteria. We therefore ask referees to take this into account when making a decision to recommend an applicant for the role.



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1a. Please confirm the applicant’s current role.

1b. Does the applicant hold leadership responsibility within your school?

Yes No

2. Please provide a supporting statement in the box below on how you consider the applicant meets the following criteria:

* The applicant is an outstanding middle or senior leader with at least two years’ experience and excellent knowledge in a particular field of expertise.
* The applicant has a successful track record supported by substantial evidence of impact of working effectively within his or her own school and/ or across a group of schools, or working with a range of leaders within a single school
* The applicant has a commitment to outreach work and the capacity to undertake such work.
* You support their application and the applicant can be released from school for a mutually agreed allocation of time
* The applicant understands what constitutes ‘outstanding’ in his or her field of expertise.
* The applicant has an appreciation of how his or her specialism and skills can contribute to the wider school improvement agenda.
* The applicant has an analytical approach to identifying needs and can prioritise accordingly.
* The applicant has a track record for strategic action planning

3. Do you support this application and agree to the applicant being released from the school for a mutually agreed allocation of time?

Yes No

4. Please provide evidence to conform that the applicant has supported a middle or senior leader or group of leaders from another school or academy. Alternatively, please provide details demonstrated with colleagues from within the applicant’s own school.

5. Please tick a box below to indicate which statement matches your support for the applicant:

a. I recommend this person unreservedly to undertake the role of an SLE

b. I recommend this person for the role of SLE, but have some reservations

c. I am unable to recommend this person for the role of SLE

6. Additional comments

Thank you for taking the time to complete this form. If you have indicated that you have reservations in recommending or feel unable to recommend this applicant, the teaching school alliance may contact you to discuss the position.

If you have any queries regarding application please contact Keystone Teaching School on 01778 393831.

If you are successful you will be invited to an interview with the Lincolnshire Teaching Schools Together selection panel.

If you have any special requirements that we should be aware of, please state these below.