



Head Teacher: Gary Watson
Hollyfast Primary School
Hollyfast Road
Coundon
Coventry, CV6 2AH
Tel: 02476332521
Email: admin@hollyfast.coventry.sch.uk
www.hollyfast.com

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Dear Prospective Applicant,

Phase Leader – September 2025- Full time Permanent

I am delighted that you have taken the opportunity to find out more about the 'Phase Leader' vacancy at Hollyfast Primary School. This letter provides you with information about our school context, as well as some additional information about the post.

Information about Our School

We are a three- form entry primary, based in the area of Coundon, Coventry. Due to an increasing demand for places, and a very positive reputation within the local area, the school has continued to grow in size. Being one of the largest schools in Coventry, we are an integral part of the local community. Although big in size and numbers, Hollyfast has a real family feel. I perceive this to be one of our strengths. Staff and children feel a sense of belonging and are extremely supportive of each other. I have worked at Hollyfast for the last 3 years and I feel privileged to lead in such a wonderful school. Since my arrival, the school has undertaken significant changes and I feel incredibly lucky to have such a fantastic team around me. We are on an exciting journey and, following on from such a positive Ofsted report in September 2023, my aim is to transform Hollyfast into a beacon school for the West Midlands.

"This is a time of exciting change at Hollyfast Primary. A new curriculum and a sense of enthusiasm enrich the life of this community. Every day, happy pupils thrive, surrounded by kindness and care. This is a school that is committed to getting it right for pupils." Ofsted- September 2023

"Mutual respect and positive relationships permeate all classes and behaviour is calm and purposeful across the school." Ofsted- September 2023

Our vision and values are a very important part of our school. They are threaded throughout all aspects of school life and result in a positive learning ethos for both children and staff. We have a strong commitment to wellbeing and our staff 'Wellbeing Charter' understands that 'time' and 'space' are the greatest gifts we can give our team. Please have a look at our charter within the application pack.

Additional Information about the Post

Following the promotion of one of our phase leaders into an Assistant Headteacher role, we are looking to recruit a new phase leader. We want an experienced teacher who demonstrates strong classroom practise consistently and who is inspirational, positive and passionate. Our values are extremely important to us, so we wish to recruit a teacher whose vision aligns closely with them. The phase leader role at Hollyfast is very exciting and has 'developing teaching and learning' at the heart of it. Phase leaders have half a day out of class each week, in addition to PPA time, to coach, mentor and support staff in their phase.

The teaching and learning responsibilities will be discussed at interview stage and the subject will be confirmed at offer stage.

The successful candidate for this position will be a hugely valued member of our team. We will nurture, grow and support development through bespoke training opportunities. When in post, there will be opportunities to develop your teaching and learning strategies, through a highly effective coaching and mentoring programme. The successful candidate will be passionate about learning- striving for children to achieve well and will lead by example.

The Phase Leader post is a permanent contract. The start date will be 1st September 2025. Please see our Job Description for full details of the role and our requirements.

As this role is a bespoke position, we would strongly encourage you to make an appointment to visit our amazing school and take the opportunity to discuss with leaders what makes our school special and how you can help build the future of Hollyfast.

I am very much looking forward to recruiting a teacher to support myself and my team in our journey ahead.

Yours faithfully,
Mr Watson- Headteacher

AIM high, GROW within and REACH beyond the stars

