



National College for
Teaching & Leadership

Specialist Leaders of Education Application and Reference Form



Bristol Early Years Teaching Consortium

General guidance

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

Headteacher/Leader's reference

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

Section 1

Application form (to be completed by the SLE applicant)

Applicant details

Title	
Surname	
First name	
Role	
School	
Address	
Phone	
Email	

Teaching schools will use this information to contact you.

Teaching School Alliance you wish to consider your application.	Bristol Early Years Teaching Consortium
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School phase	Early Years
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Your specialism

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

Specialism	Mark your specialism with a tick (✓)	Length of time in role (this should be at least two years)
Leadership and management		
Pupil achievement		
Quality of teaching		
Behaviour and safety		

Eligibility criteria confirmation

a) Do you hold a leadership role or responsibility within your school?

Yes No

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

Question 1

What **motivates** you to participate in system leadership?

Limit: 300 words

Question 2

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

Limit: 300 words

Question 3

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.

Limit 300 words

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?

Word limit: 300 words

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.

Word limit: 300 words

Additional information

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

Word limit: 300 words

Additional requirements

If you are successful, you will be invited to a face-to-face assessment at the teaching school alliance. If you have any special requirements that they should be aware of, please state these below.

Section 2

Reference (to be completed by the headteacher/leader 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 in their specialist area.

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.

Headteacher details

Name	
Confirmation of role	
Setting name	
Email address	
How long have you known the applicant?	

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

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

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 setting and/or across a group of settings, or working with a range of leaders within a single setting.
- 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 their setting 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 early years setting improvement agenda.
- The applicant has an analytical approach to identifying needs and can prioritise accordingly.

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

4. Please provide evidence to confirm that the applicant has supported a middle or senior leader or group of leaders from another early years setting. Alternatively, please provide details demonstrated with colleagues from within the applicant's own setting.

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

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.

In accordance with the Data Protection Act, the applicant you are providing a reference for has the right to view the reference, should he or she ask to do so. Please do not include any information that you would not be happy to discuss with the applicant as part of a professional conversation.

If you have any queries regarding this application, please refer to the guidance for further help and support.

- [Guidance for applicants](#)
- [Guidance for referees](#)

PLEASE RETURN THIS FORM BY: Friday 9th December 2016 to lucy.driver@bristol-schools.uk