



APPLICATION PACK

DEPUTY HEADTEACHER

Aim high, work hard, be happy and successful



WELCOME FROM THE TRUST LEADER,

TRACY SWINBURNE

Our Trust

I am proud to welcome you to Accomplish MAT. We are a growing family of Primary Academies, with our trust coming to inception in October 2023. We serve young people and their communities in Wakefield, Castleford and West Yorkshire.

Accomplish Multi Academy Trust was a vision created from the successful achievements of Jerry Clay Academy. Jerry Clay Academy is a National Support School and hosts a successful English Hub.

Motivated by a strong desire to improve the life chances of young people and to work collaboratively together, myself and the newly formed Board of Trustees formed Accomplish MAT with a passion to ensure more children receive a high quality, holistic education which enable all children to accomplish success now and for their future. It is the belief of Accomplish that every child deserves to receive the highest quality education which not only includes access to the core curriculum but fantastic enrichment, which builds confidence, character and a drive for young people to believe they can accomplish anything which they put their mind to. Supported by a highly experienced central team, and governed with exceptionally strong financial expertise, Accomplish aims to develop innovative ways to build capacity, working alongside its dedicated team.

Our Mission

Collectively driving with ambition & innovation to accomplish excellence for all.

Our Vision

Our vision is to educate, empower and inspire generations of children through a network of outstanding schools that are recognised at a local, regional and national level as being the absolute benchmark in teaching and learning & for providing the best quality, creative & holistic education for all.

We look forward to welcoming applications for this excellent role in a fantastic school.

Best Wishes,

Tracy Swinburne OBE
Chief Executive Officer

OUR PRINCIPLES

Accomplish is characterised by its passionate and unrelenting drive to ensure that every one of its children, irrespective of their starting point makes extraordinary progress in all areas, achieves exceptional standards and realises their huge potential within schools where best practice is commonplace. We strongly believe that EVERY child can accomplish excellence and that it is our role to celebrate their uniqueness & empower them to achieve their very best.

To achieve these aims, we have three principles & values which we will all have in common:



The Trust is committed to developing the whole child so that they know what they care about in life and what drives them so that they are prepared for now and their future and know how they can contribute to making society a better place.

The Trust will do this by offering them a first-class education within each individual academy, and by offering outstanding enrichment opportunities which will offer them unique experiences and see them stand apart from others.



DEPUTY HEADTEACHER

Are you a dedicated educational leader ready to make a significant impact in a forward-thinking primary school? Do you have the vision and skills to help shape the future of our students and school community? If so, Stanley Grove Academy invites you to apply for the position of Deputy Headteacher.

Following the retirement of our Deputy Headteacher, our new appointment will be part of our senior leadership team and work in partnership with the school community, the local governing board and Accomplish MAT in our continuing drive for great outcomes.

Job Description	Deputy Headteacher
Salary	L7-L9
Job Type	Full time
Start Date	January 2025
Apply by	Monday 7th October
Contract Term	Permanent





WELCOME FROM THE HEADTEACHER, MRS JOANNE FROST

Thank you for your interest in joining us at Stanley Grove Academy. The role of Deputy Headteacher is pivotal following the retirement of the previous post holder.

Stanley Grove is a busy but friendly school in Stanley, Wakefield. We are a single form entry school, with 243 pupils, (ages 3-11) and a team of hard working, committed staff that provide an engaging, motivating and relevant curriculum.

Our school has a fantastic environment and have trained and employ a Level 3 forest school teacher who works across the school. We value our outdoor learning space and believe pupils thrive from a rich environment of opportunities and educational excellence, allowing them to excel academically and across the arts, sports and sciences.

We are proud to be part of Accomplish MAT. Accomplish MAT is child centred, caring and lives by the core values of care, empower and celebrating uniqueness. AMAT are passionate about supporting professional development and you will be extensively supported in all areas by our trust.

We work closely with schools in our community and beyond, and are part of the Outwood Together partnership, where we work together with 8 local schools on projects, sports, subject networks and moderation to support staff development and improve the teaching and chances for all children in our group.

We encourage children to aim high, work hard and be happy and successful.

Through working together and supporting each other, we can give all children the very best start in their education and school life.

I am looking forward to meeting you.



OUR SCHOOL VISION

Ready for school, ready for life!

- Our pupils are well prepared for school and living in our community. They grow up being:
- Happy and confident with a positive attitude
- Proud of their achievements
- Respectful and empathetic, with the ability to communicate and socialise effectively
- Responsible for their own actions and the impact they have on others, our community and the environment
- Independent, hardworking, literate and numerate
- Keen to learn and achieve success
- Healthy and enjoying an active lifestyle

We have the **right** to feel **safe**, to **learn** and be **respected**.



OUR SCHOOL MISSION

Things that we hold dear for our pupils

Reading to the children every day

Playing outside – even if it is drizzling or snowing

Experiencing regular **Forest School** and **outdoor learning** sessions, with input about sustainability and the effects of our actions on the planet

Showing and feeling **respect** for ourselves, others and our community

Developing **resilience and well-being strategies** – it is ok to fail as we learn from our mistakes. Access to support where needed

Having an **'I can'** attitude and doing everything to the best of our ability

Feeling **cared** for and **supported**

Offering **opportunities** that children might not otherwise experience.

Teaching that **everyone is unique** and we **celebrate our differences** together.





The role

This is an opportunity for an exceptional professional to join our hard-working, passionate and forward-thinking team.

As Deputy Headteacher, you will be a key member of our Leadership Team, sharing with the Headteacher the responsibility of leading and managing the school. Your role will encompass strategic planning, curriculum development, staff management, and fostering a positive school culture.

Job purpose

As a Deputy Head Teacher you will carry out the professional duties of a school teacher as circumstances may reasonably require. To support the Head Teacher with the strategic management and direction of the school.

- In addition to the duties specified within the section 'main duties and responsibilities' you may be asked to undertake any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post.
- You are required to carry out your duties in line with the stated ethos and principles of the school and Trust and in line with your responsibility for promoting and safeguarding the welfare of children and young persons for whom you are responsible or come into contact with.

Why Join us?

There are many reasons to choose our school as a place to continue your career.

- We are a fast-forward, child-centred team with the support of strong, caring staff and governor network.
- We have the wider expertise and superb support of our trust, AMAT.
- We are fully committed to supporting your career and professional growth through a range of development opportunities.
- We value our positive, happy and enthusiastic children and recognise the importance that a valued and well-motivated workforce is key in our children's success and the continued success of our school.
- A full package of wellbeing and health support.



HOW TO APPLY

Visits to the Academy:

We welcome your interest. Please call our academy office to make an appointment to look around our school.

Application closing date:

Monday 7th October, 12pm.

Interviews will be held:

Tuesday 15th October

1. Please read this information pack carefully. Please use the job description and the job specification to complete your application, which lists the key competencies that we are looking for.
2. Complete the enclosed application form; CVs will not be accepted.
3. Please make sure you address the criteria outlined in the job specification when writing your personal supporting statement.
4. We recommend that you visit our school. To arrange a visit, please call the academy office on **01924 303805**
5. Completed applications should be sent by email to: **contact@stanleygrove.wakefield.sch.uk** or by post to: Mrs J Frost, Head Teacher, Stanley Grove Academy, Aberford Road, Stanley, Wakefield, WF3 4NT
6. References will be sought for short-listed candidates prior to the interview date.
7. The successful candidate will be required to complete an enhanced DBS check.



KEY DUTIES AND RESPONSIBILITIES

Key Responsibilities

- **Strategic Leadership:** Work with the Headteacher and governors to shape the vision and strategic direction of the school, ensuring continuous improvement and development.
- **School Development:** Play a major role in formulating, monitoring, and evaluating the School Development Plan, leading on policy development, and managing staff resources.
- **Curriculum and Assessment:** Lead on curriculum design and development, ensuring it meets the needs of our students and enables effective progression. Oversee assessment strategies, using data to drive improvement and support student progress.
- **Behaviour Management:** Lead initiatives to maintain and improve our school's behaviour policies, ensuring a safe and supportive environment for all students.
- **Teaching and Learning:** Sustain high expectations and excellent practice in teaching and learning throughout the school. Monitor and evaluate teaching quality and pupil achievement, setting targets for improvement. Be a role modelling in teaching a class part time.
- **Staff Development:** Lead and manage staff performance, support professional development, and inspire and empower staff to achieve challenging outcomes.
- **Day-to-Day Management:** Assist in the day-to-day running of the school, maintaining a high profile around the school, and deputising for the Headteacher when necessary.





Main duties and responsibilities

In addition to the requirements of a class teacher, areas of responsibility and key tasks:

A. Strategic direction and development of the school -

in co-operation with, and under the direction of, the head teacher to:

- support the vision, ethos and policies of the school and promote high levels of achievement.
- support the creation and implementation of the school development plan within the national and local context, and to take sole responsibility for appropriately delegated aspects of it.
- support all staff in achieving the priorities and targets which the school sets for itself, and to provide them with support and guidance in implementing schemes of work.
- support the evaluation of the effectiveness of the school's policies and developments.
- ensure that parents are well informed about the school curriculum, its targets, children's attainment and their part in the process of improvement.

B. Teaching and learning - to:

- develop a classroom environment and teaching practice which secures effective learning across the breadth of the National Curriculum and provides a professional model, clearly demonstrating effective teaching, classroom organisation and display, and high standards of achievement, behaviour and discipline.
- take responsibility for the development and monitoring of a curriculum area(s) or whole school curriculum aspect(s), as agreed from time to time.
- support the head teacher in the monitoring of the quality of teaching and children's achievements including the analysis of performance data.
- support the head teacher in developing links with parents, other schools, educational institutions and the wider community, including business and industry, in order to enhance teaching and learning and children's personal development.
- schools, child's home and special group settings.



C. Leading and managing staff - to:

- support the head teacher in developing positive working relationships with and between all staff and provide and sustain motivation.
- lead groups of staff in developmental activities, delegate appropriately and evaluate outcomes.
- support the head teacher in the implementation of the school's performance management policy.

D. Effective deployment of staff and resources - to:

- support the head teacher in the appointment, deployment and development of staff to make most effective use of their skills, expertise and experience and to ensure that all staff have a clear understanding of their roles and responsibilities.
- manage the school effectively in the absence of the head teacher.
- support the head teacher in the management and organisation of relevant groupings of children to ensure effective teaching and learning takes place and that children's personal development needs are met.
- work with the head teacher and governors in establishing priorities for expenditure and monitoring the effectiveness of spending and usage of resources with a view to achieving value for money.





PERSON SPECIFICATION

	Essential	Desirable
QUALIFICATIONS, EDUCATION AND TRAINING		
Degree level qualification	✓	
Qualified Teacher Status	✓	
Further professional qualification		✓
Evidence of recent CPD relevant to the post		✓
Evidence of awareness of national developments in education	✓	
EXPERIENCE, SKILLS AND KNOWLEDGE		
Substantial knowledge and understanding of teaching and learning across the primary age range	✓	
Record of successful class teaching with at least five years teaching experience	✓	
Experience in more than one school		✓
Has had a substantive leadership role in a school for minimum of two years	✓	
Experience of leading whole school developments and/or successfully managed projects which contribute to self-evaluation and school improvement	✓	
Experience of data analysis and understanding how this links to school improvement priorities		✓
Experience of overseeing the successful delivery of teaching and learning against agreed strategic plans and able to demonstrate a strong commitment to raising standards of achievement for all pupils	✓	
Experience of conducting training/ leading staff training, including INSET	✓	
Experience of managing and developing staff, carrying out performance reviews and monitoring outcomes and impact		✓
Evidence of clear and up to date understanding of child protection/ safeguarding issues	✓	



PERSON SPECIFICATION

	Essential	Desirable
LEADERSHIP SKILLS		
A good understanding of school leadership	✓	
Ability to lead by example, be highly driven, motivated and be able to motivate others	✓	
Ability to develop and promote the school's vision and values to the pupils, staff, governors and parents at the school	✓	
Ability to be flexible in a constantly changing work environment	✓	
Ability to accept day to day responsibility for running a school	✓	
Ability to work in close partnership with other education establishments and the Governing Body	✓	
Ability to use data, benchmarks and feedback to monitor progress of children's learning	✓	
Ability to delegate responsibility and coach, mentor and develop others.	✓	
OTHER SKILLS AND ABILITIES		
Able to communicate clearly and effectively in written and spoken English in order to effectively engage with the school and local community	✓	
Ability to apply analytical thinking to solve problems and/or resolve conflict	✓	
Ability to provide a model of excellent teaching	✓	
Able to lead the school in positive performance management and related initiatives, interventions and records	✓	
Possess a thorough understanding of issues related to attainment and achievement of different groups of pupils within the school and able to analyse performance data and evaluate it in order to improve performance		✓
Ability to contribute to the design, implementation and review of the whole school curriculum	✓	
Ability to maintain positive behaviour management practices	✓	
Can effectively manage time and priorities	✓	



PERSON SPECIFICATION

	Essential	Desirable
PERSONAL QUALITIES		
Ability to maintain a professional and confident manner and remain calm under pressure and demonstrate resilience	✓	
Ability to inspire the respect and trust of all stakeholders	✓	
Demonstrates warmth and empathy together with high expectations and rigour	✓	
Able to work on own initiative and as part of a team	✓	
Displays self-confidence, a sense of humour and a positive approach	✓	
Is approachable by all members of the school community and is a good listener	✓	
Demonstrates high standards of professional conduct	✓	

