



Information Pack
Assistant Headteacher
Beck Primary School

Welcome from the Headteacher

Dear Applicant,

Thank you for taking the time to find out more about the Assistant Headteacher role here at Beck.

I feel incredibly privileged to be the Headteacher of this school. Beck is a huge, busy, diverse and genuinely lovely place to work. We call ourselves 'The Big School with the Big Heart', and it really does sum us up. Our children are brilliant, our staff care enormously about them and there is a real warmth to the school that I hope you will feel as soon as you walk through the door.

Alongside our big heart, we also have big ambitions. We are proud of lots of things here, but we know there is more to do and we are not afraid of that. Much of our work this year is centred around one question: Can every child be here, belong here, take part here and succeed here? This drives our work on attendance, consistently excellent teaching, belonging and engagement, and making sure inclusive practice is simply what we do, every day, in every classroom.

Our new Assistant Headteacher will play an important part in all of that. I want to appoint an excellent leader who knows what great teaching looks like and has a track record of making things better. Someone with high expectations of themselves and others, who understands that relationships matter and has the skill to help people improve. You will need to make decisions, sometimes difficult ones, and be comfortable having challenging conversations when needed. Equally, you need to listen, be willing to change your mind and understand that the best leadership teams support each other, challenge each other and make each other better. I value honesty, humour and people who are prepared to get stuck in. Above everything else, you need to really care about children. Many of our children face significant barriers. Our job is not to lower the bar because of those barriers; it is to work out how we help every child reach it.

Being a large school brings complexity, but it also brings huge opportunity. You will join an established leadership team, work with brilliant people across school and have the chance to make a genuine impact beyond one classroom, phase or subject. Being part of Cascade Multi Academy Trust brings further opportunities for expertise, collaboration and development.

The culture of our school matters enormously to me. I want Beck to be somewhere people work hard and have high expectations, but also somewhere they enjoy coming to work. I want staff to feel trusted and valued, to enjoy working together and to know that their ideas and opinions matter.

Whether you are already working in senior leadership or are an exceptional leader ready for your next step, I want to hear from people who can show us the difference their leadership has already made – to teaching, to staff and, most importantly, to children. In return, you will have real responsibility and a genuine voice in how Beck develops. We will invest in you, support you and challenge you.

If you are thinking about applying, I would really encourage you to come and see us. Meet our children, talk to our staff, walk around the school and ask questions. You will get a much better sense of Beck by spending some time here than I could ever give you in a recruitment pack.

And if you leave thinking 'I'd really like to be part of this', then I very much hope you apply.

Miss Jenny Birks
Headteacher



Welcome from the CEO

Dear Applicant

I am delighted that you are interested in finding out more about the position of Assistant Headteacher at Beck Primary School, one of our academies within Cascade Multi Academy Trust. Choosing the right school and Trust to work with is a very important decision. We would recommend that you visit the school and take a tour before submitting your application to understand the vision and values of our Trust.

The Assistant Headteacher position at Beck Primary School offers the successful applicant an exciting opportunity to join the leadership team at the school, working within a wider organisation where collaboration and partnership working are believed to be the key to success.

Who we are?

Cascade is a Trust of collaboration, challenge and support to achieve the best possible outcomes for the children and communities we serve.

We are six primaries situated in Sheffield. Our Schools include Beck, Hucklow, Limsfield Owler Brook, Sharrow and Whiteways Primaries. All our schools have been graded Good by Ofsted.

We are committed to professional development for all our staff. We work with Sheffield College, Hallam University, SCITT, The Teaching School Alliance and The National College to offer a wide range of qualifications to enable staff to develop further in their professional career. We have a proven track record of training teaching assistants to become HLTAs and teachers as well supporting staff into leadership positions.

We care about the wellbeing of all our staff and hope they feel happy to come to work each day because they feel valued and supported. We offer a wellbeing package for all staff, which includes Westfield Health, access to The Listening Service and private counselling.

If you would like to know more about us, please visit our website at www.cascademat.co.uk and come have a look round.

Thank you for showing an interest in working with us.

Mrs Sue Bridges
CEO Cascade Multi Academy Trust



Beck at a Glance
"The Big School with the Big Heart"

3-form entry	Age 2-11	684 pupils	55% PP	25% SEND
104 nursery places	40 2 year old places	'Good' OFSTED 2024	IR and SEND provision	

Beck is a large, diverse primary school at the heart of its Sheffield community. Our size brings huge opportunity: a talented and experienced staff team, extensive grounds, specialist expertise and a wealth of opportunities for our children. We are proud of the warmth and care that define our school, but equally ambitious about what our children can achieve.

Our focus: Participation	
"Can every child be here, belong here, take part here and succeed here?"	
BE HERE Excellent attendance so that every child can benefit from everything Beck offers.	BELONG HERE Strong relationships, positive behaviour and children who feel safe, known and valued.
TAKE PART HERE Excellent teaching that actively involves every child in thinking, learning and succeeding.	SUCCEED HERE Ambitious, inclusive provision that removes barriers without lowering expectations.

This is the work our new Assistant Headteacher will help us lead.



BECK PRIMARY SCHOOL ASSISTANT HEADTEACHER

START DATE:	1 January 2027, or earlier if possible
SALARY:	Leadership Scale L7–L11, £62,251-£68,691 (dependent on experience)
CONTRACT:	Permanent, Full Time
TEACHING COMMITMENT:	Non-class based (with some PPA cover)

Beck Primary School and Cascade Multi Academy Trust are seeking to appoint an exceptional Assistant Headteacher to join our senior leadership team.

This is an exciting opportunity to take on a significant leadership role in a large, diverse three-form-entry primary school, working closely with the Headteacher and wider leadership team. This is a non-class-based leadership role, giving the successful candidate significant capacity to work across school, develop colleagues and lead improvement. The role will include some teaching/PPA cover, ensuring the successful candidate remains closely connected to classroom practice.

We are looking for an excellent practitioner and leader who combines high expectations with strong relationships. You will know what great teaching looks like, understand how to help others improve and be able to demonstrate the positive difference your leadership has already made.

You may already be an experienced senior leader, or you may be an exceptional middle leader ready to take the next step. We are more interested in the impact you have had than the title you currently hold.

We are looking for someone who:

- ♥ is an excellent classroom practitioner with a strong understanding of how children learn;
- ♥ has a proven track record of successful leadership and improving outcomes for children;
- ♥ can inspire, support and challenge colleagues to continually improve their practice;
- ♥ is passionate about developing consistently excellent, inclusive teaching;
- ♥ has high expectations for every child, including those who are disadvantaged or have additional needs;
- ♥ uses evidence, assessment and professional judgement intelligently to identify priorities and drive improvement;
- ♥ builds strong relationships and has the confidence to lead through both challenge and change;
- ♥ is reflective, curious and committed to their own professional development;
- ♥ wants to contribute beyond a particular subject or phase and play a genuine role in whole-school leadership.

As Assistant Headteacher, you will:

- ♥ be a key member of the senior leadership team, contributing to the strategic direction and day-to-day leadership of Beck;
- ♥ provide leadership for a phase of school, driving high-quality teaching and learning, alongside agreed curriculum responsibilities that reflect the strengths of the successful candidate and the needs of the school;
- ♥ coach, support and develop colleagues, helping to build expertise across the school;
- ♥ use monitoring, assessment and pupil outcomes to evaluate impact and identify where improvement is needed;

- ♥ contribute to the development of behaviour, culture and high expectations across Beck;
- ♥ work collaboratively with leaders and colleagues within Beck and across Cascade Multi Academy Trust;
- ♥ take appropriate senior leadership responsibility in the absence of the Headteacher.

What we can offer you:

- ♥ a non-class-based leadership role, giving you the capacity to lead improvement, develop colleagues and make an impact across the school;
- ♥ a genuine opportunity to influence the future direction of Beck;
- ♥ real responsibility and the autonomy to make a difference;
- ♥ an experienced, supportive and ambitious leadership team;
- ♥ a large school offering significant opportunities to lead, innovate and develop;
- ♥ high-quality professional development, coaching and opportunities for career progression;
- ♥ collaboration and professional learning across Cascade Multi Academy Trust;
- ♥ a culture where professional dialogue, challenge and new ideas are welcomed;
- ♥ a strong commitment to staff wellbeing and sustainable workload;
- ♥ employee benefits including Westfield Health, The Listening Service and Cycle to Work.

Visits to Beck are warmly encouraged. We would love you to come and meet our children and staff, see the school in action and find out more about the role.

Cascade MAT is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff to share in this commitment. Our Safeguarding policy and Safer Recruitment policy can be found on Cascade's website.

In line with Keeping Children Safe in Education, the Trust will carry out online searches for shortlisted candidates. Shortlisted candidates are required to complete a self-declaration criminal history form prior to interview and any disclosures will be discussed with candidates at the interview stage.

The successful candidate will be required to complete an enhanced DBS prior to employment commencing.

How to apply:

If you wish to discuss this role or arrange a visit to the school, please contact via email at recruitment@beckprimary.co.uk

You can download the word version of the application form from Cascade's website

www.cascademat.co.uk

or alternatively an application form can be obtained by e-mailing recruitment@beckprimary.co.uk

Please do not use Sheffield City Council application form

Closing Date: Thursday 1st October 2026
Shortlisting Date: Friday 2nd October 2026
Interview Date: w/c 5th October 2026

Your completed application should be emailed to recruitment@beckprimary.co.uk



About Cascade Multi Academy Trust

Collaboration, challenge and support

Beck Primary School is proud to be part of **Cascade Multi Academy Trust**, a family of six primary schools across Sheffield: Beck, Hucklow, Limpsfield, Owler Brook, Sharrow and Whiteways.

Our Trust is built on collaboration, challenge and support, with a shared commitment to achieving the best possible outcomes for the children and communities we serve. Each of our schools has its own identity and character, while benefiting from the expertise, opportunities and support that come from working together.

Across Cascade, we believe strongly in developing our people. Staff have opportunities to work alongside colleagues across the Trust, share expertise, learn from each other and access high-quality professional development. We have a strong track record of supporting colleagues to develop their careers and progress into leadership.

For our new Assistant Headteacher, being part of Cascade means the opportunity not only to make a significant contribution at Beck, but also to **work, learn and collaborate with leaders across six schools**.





Job Description

The Assistant Headteacher will work alongside the Headteacher, Deputy Headteacher and wider leadership team to provide effective leadership for Beck Primary School and contribute to the strategic development and day-to-day leadership of the school.

JOB PURPOSE: Working with the Headteacher, to provide leadership for the school which secures its success and continuous improvement, ensuring high quality education for all its pupils and the highest standards of learning and achievement in accordance with statutory requirements.

ACCOUNTABILITIES: To be met in accordance with the provisions of the School Teachers' Pay and Conditions Document and within the range of teachers' duties set out in that document and the teachers standards document.

RESPONSIBLE TO: The Headteacher of the school

RESPONSIBLE FOR: Teaching and support staff of the school and its children and young people.

Shaping the Future

Working with the Headteacher to:

- ♥ Create and communicate a shared vision, ethos and strategic plan that inspires and motivates all stakeholders and reflects the needs of the school and its community as part of Sheffield and in its wider context.
- ♥ Translate the vision into clear objectives that promote and sustain school improvement.
- ♥ Ensure that the school moves forward for the benefit of its pupils and the wider community.
- ♥ Motivate and inspire stakeholders to create a strong, shared culture of learning within an inclusive environment.

Learning and Teaching

Working with the Headteacher to:

- ♥ Provide leadership for an agreed phase of school and areas of curriculum responsibility
- ♥ Set high expectations and challenging targets, monitoring effectiveness and evaluating learning outcomes.
- ♥ Ensure a school-wide focus on pupils' achievement, using assessment information, evidence and professional judgement to identify priorities, evaluate impact and secure improvement.
- ♥ Establish creative, effective approaches to learning and teaching, responsive to the needs of the pupil community.
- ♥ Ensure a culture that supports and facilitates pupil engagement in, and ownership of their own learning.
- ♥ Monitor, evaluate and review classroom and assessment practice and promote improvement strategies, challenging underperformance and ensuring corrective action.

Developing Self and Others

Working with the Headteacher to:

- ♥ Build a collaborative learning culture within the school and actively engage with other schools to build effective learning communities and partnerships.

- ♥ Develop and maintain effective strategies and procedures for the induction, professional development and performance review of all staff.
- ♥ Set high expectations for all and address underperformance.
- ♥ Regularly self evaluate, set personal targets and take responsibility for own personal professional development.
- ♥ Support the Headteacher in developing effective professional development, appraisal and support for staff, ensuring a strong focus on improving teaching and outcomes for pupils.
- ♥ Act as a role model for the highest professional standards and expectations.

Managing the Organisation

Working with the Headteacher to:

- ♥ Ensure that the school and its resources are organised and managed to provide an efficient, effective and safe learning environment.
- ♥ Contribute to the effective deployment and management of staffing, resources and budgets within agreed areas of responsibility.
- ♥ Contribute to the recruitment, development and effective deployment of staff.
- ♥ Ensure that the range, quality and use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all pupils and provide value for money.
- ♥ Take appropriate senior leadership responsibility in the absence of the Headteacher.

Securing Accountability

Effective fulfilment of all roles and responsibilities outlined in this document.

- ♥ Provide information, advice and support to the Headteacher and Governing Body to enable them to meet their responsibilities for securing effective teaching and learning, high standards of achievement, efficiency and good value for money and enabling them to present full, clear and accurate accounts of school performance to a range of audiences including the Children's Service Authority, OFSTED, the local community and others.
- ♥ To assist the Headteacher in creating and developing an organisation in which all staff recognise that they are accountable for the success of the school.
- ♥ To assist the Headteacher in ensuring all parents are well informed about curriculum attainment and progress, realistic and challenging targets for improvement and to make a fully informed contribution to achieving them.

Strengthening Community

Working with the Headteacher to:

- ♥ Manage effective relationships with all stakeholders and partners.
- ♥ Co-operate and work with relevant agencies and partners to ensure the well being of children.
- ♥ Build a school culture and curriculum that takes account of the richness and diversity of the school's communities.
- ♥ Create and promote positive strategies for challenging all forms of prejudice and harassment.
- ♥ Promote the concept of lifelong learning and family engagement with learning through partnership.



Person Specification

We are looking for an exceptional leader who shares our ambition for Beck and can demonstrate the impact they have already had on children, colleagues and the wider school.

Candidates will be assessed against the following criteria through their application, selection activities, interview and references.

Qualification and Experience Requirements
• QTS (Qualified Teacher Status) • Evidence of regular and appropriate professional development • Evidence of recent leadership development • Evidence of recent leadership experience demonstrating a substantial contribution to: • Developing and implementing a school ethos • Planning, developing, monitoring and assessing the whole school curriculum • Raising standards through systematic target setting and monitoring , including within the processes of OFSTED • Developing community involvement • Experience of leading CPD • Experience of implementing school improvement initiatives
Assistant Headteachers should be able to demonstrate their ability in: • Collaborative and flexible leadership in close partnership covering • Planning, development and monitoring whole school curriculum provision • Planning strategically and operationally • Effective management, decision making and organisational skills, including: • Communication skills (oral and written) • Consultation and negotiation skills • Ability to delegate • Ability to motivate staff and pupils • Interpersonal skills which demonstrate an ability to develop and maintain good relationships with all members of the school community and partners • Active and effective internal school liaison work, including the promotion and development of team working • To plan and make decisions that take full account of equal opportunities • Performance review: a sharp focus on school self-evaluation, with particular regard to assessment and pupil progress
Assistant Headteachers should be able to demonstrate their knowledge, experience and understanding of:
Shaping the future • Local, national and global trends in education • Communication strategies both within and beyond the school • New technologies, their use and impact
Leading teaching and learning • Strategies to raise achievement and achieve excellence • Strategies to ensure inclusion, diversity and access • Strategies to develop effective teachers • Models of learning and teaching • Principles of effective teaching and assessment for learning • Models of behaviour and attendance management

Curriculum design and management
Developing self and others Strategies to promote self and team development
Managing the organisation - Equal opportunities policy in service delivery and employment - Legal issues relating to managing a school including Equal Opportunities, Race Relations, Disability, Human Rights and Employment Legislation
Securing accountability - Relevant education legislation - Principles and practice of quality assurance systems, including school review, self evaluation and performance management - Data collection and analysis tools - Performance monitoring and evaluation techniques - Statutory educational frameworks, including governance - Public service policy and accountability frameworks, including self evaluation and multi-agency working - Use of a range of tools (including performance data) to support, monitor, evaluate and improve aspects of school life
Strengthening community - Current issues and future trends that impact on the school community - Strategies to encourage parents and carers to support their children's learning
Safeguarding and promoting the welfare of children To ensure policies and procedures are in place and acted upon to make sure all children are safe

The successful candidate will be required to undergo an enhanced check from the Disclosure and Barring Service (DBS).

The Appointment Process

These notes are intended to guide you when making an application.

Application Form

Complete the application form neatly, fully and accurately, including exact dates. The form may be typed or handwritten but if you do write it by hand make sure that it is legible and that you use black ink. Indicate clearly on the front page, the post you are applying for and submit a concise application.

Education and Training

State your qualifications and any training you have undertaken relevant to the post.

Present Appointment

Make it clear what your present post is, which establishment you work at and who your employer is.

Previous Appointments

When completing this section, it is important that you offer a continuous record, or an explanation of any gaps to allow full account to be taken of your experience, for example, child raising or voluntary work. This is a requirement under our recruitment and safeguarding policies.

Referees

Suitable referees are people who have direct, recent experience of your work and who are in responsible positions. We may need to contact them at short notice so please be specific with regard to contact addresses, including emails and telephone numbers.

The Supporting Statement within your Application Form

The supporting statement is regarded as a very important part of your application. You should make statements that demonstrate how your qualification and experience match the requirements of the post. You should take particular care to demonstrate how you meet the person specification included in this pack.

Please limit your supporting statement to two sides of A4 in size 11 font

Arrangements for Assessment

Shortlisted candidates will be contacted as soon as possible after the closing date.

Referees are contacted prior to the interview stage, unless you have specified in your application a reason not to do so.

A variety of assessment methods are used for different posts and candidates will be invited for an interview and task(s) associated with the role skills, knowledge and personal attributes, which are known collectively as competencies.

Feedback

Verbal feedback is offered to shortlisted candidates who were unsuccessful in securing the post following the assessment process.

Selection for Appointment

A conditional offer is made subject to 2 satisfactory references and satisfactory completion of pre-recruitment checks.

Completed Applications

When you have completed your application form and equal opportunities monitoring form, these should be returned via email by the closing date specified in the advert.

recruitment@beckprimary.co.uk

Privacy Notices

Our privacy notices for recruitment can be found on the Trust website

<https://cascademat.co.uk>

Safeguarding

The Safeguarding policy can be found on the Trust website

<https://cascademat.co.uk>