



BIRKDALE HIGH SCHOOL



NIHIL NISI BONUM



RECRUITMENT PACK

ASSISTANT HEADTEACHER

Behaviour & Culture

ABOUT US

As the only 11-16 all-boys academy in Sefton, Birkdale High School aims to be a beacon for outstanding practice in the education of boys and be the school of choice for all boys in the Southport community and beyond. We passionately believe that a single-sex setting at this particular stage of a boy's education is the ideal environment for them to grow in confidence, close the attainment gap with girls and develop their love of learning. Our boys are able to mature at their own pace, supported and challenged by staff who are experts in teaching boys, and surrounded by peers to whom they can closely relate.

Our vision is driven by the strong moral imperative that it is our mission to provide all our boys with a first class education, outstanding outcomes and better life chances. We seek to challenge stereotypes, we are ambitious for every boy we teach and we want to see a society that benefits from the contributions of our well-educated, well-rounded and empowered young men.

We believe that every child, regardless of their background, should be able to fulfil their academic potential and go on to thrive amongst the demands and expectations of life in modern Britain and beyond. The school's motto is "Aspire – Thrive – Succeed" and underpins its ethos and approach.

We aim to engage, support, stretch and challenge all boys by providing them with a range of exciting opportunities; a varied and purposeful curriculum and a strong set of core values, demanding of all its students the highest standards in all they undertake whilst supporting them in the fulfilment of their personal and academic potential.

We are proud of our academic achievements and the examinations success of our boys over the years. These achievements would not be possible without our talented and dedicated staff, who work tirelessly to engage and challenge each and every student, or without the hard work of the boys and the support of their parents and carers.

We also have a sporting record that is second to none amongst the local schools, whether on the track, the field or the court. We regularly top the local league tables and enjoy success at regional and national level too.

We strive to be an inclusive school, an outward facing centre of academic, professional and personal achievement, prepared to lead, learn from and collaborate with all available partners in the pursuit of excellence for our pupils and staff.

You would be joining the Southport Learning Trust, a family of eight schools which includes six secondary schools and two primary schools in the locality where you would gain support from a wider group of senior leaders. Schools in our Trust include Birkdale High School, Bedford Primary School, Greenbank High School, Kew Woods Primary School, Maghull High School, Meols Cop High School, Range High School and Stanley High School. Being part of a Trust would give you the opportunity to share and be involved in developing practice across multiple schools. You would benefit from an excellent Employee Assistance Programme and a commitment to your well-being and professional development. Please see separate document in relation to well-being.

Interested applicants are strongly encouraged to visit us, meet our team and most importantly, get to know our incredible students. Pre planned tours are available, to organise a tour ahead of application, please contact PA to the leadership team, Karen Anslow on kanslow@birkdalehigh.co.uk

Gareth Banks
Headteacher





ASSISTANT HEADTEACHER

(Behaviour & Culture)

The Headteacher and Governors are looking to appoint an Assistant Headteacher who can demonstrate a passion for boys' education, evidence a track record of successfully leading impactful whole school development, and someone who will invest their enthusiasm, passion and expertise in building better futures for our pupils.

At Birkdale High school we are proud to offer our boys, regardless of their background, a challenging curriculum which prepares them for future study and work whilst creating considerate, resilient and knowledgeable young adults. Our inclusive curriculum is contextualised for our all-boy cohort to foster a sense of belonging to our whole school community and wider communities they are a part of. We build students' sense of self-worth by emphasising that knowledge is power whilst also opening windows on the world around them.

The leadership of Behaviour & Culture is fundamental to this vision and we are seeking someone with the knowledge, expertise and drive to help ensure that our aspiration for an exceptional school culture is realised.

In recent years, our school has developed a strong culture of teacher development based upon research, a deep understanding of cognitive science and how this can transform classroom practice, and a willingness from all staff to strive to be even better than they already are. We learn from each other, celebrate good practice and help staff to flourish in their career development.

This is an exciting opportunity for a senior or middle leader who is ready to take the next step on their leadership journey, demonstrate their ability to be versatile and capable in all areas of school development, particularly in the area of Behaviour & Culture, and to support the Headteacher in a collaborative pursuit of excellence.

Finding the right school is always important, especially at this senior level. Candidates are strongly encouraged to visit the school prior to the closing date. You will have the opportunity to meet the Headteacher, tour the school, and most importantly, gain a flavour of the fantastic learning environment and meet some of our wonderful boys.



APPLICATIONS

CONTRACT: FULL TIME - PERMANENT

CLOSING DATE: MONDAY 2ND DECEMBER 2024 AT 12PM

INTERVIEW DATE: WEEK COMMENCING 9TH DECEMBER (will take place over 2 days)

SALARY: LEADERSHIP SPINE 12-16 - £65,286 - £72,162 PER ANNUM

START DATE: APRIL 2025 OR SOONER

PLEASE SEND APPLICATIONS TO RECRUITMENT@BIRKDALEHIGH.CO.UK

CVs will not be considered

Appointments are subject to the successful candidate obtaining a satisfactory Enhanced Disclosure (via the Disclosure Barring Service).

Along with the application form, please provide a supporting statement of no more than **2000 words** that illustrates your suitability for the job, referencing the job description, person specification and your relevant experience.

Pre planned tours are available at the following times:

- **Wednesday 20 November:** 12.00pm - 1.30pm.
- **Thursday 21 November:** 12.00pm - 1.30pm
- **Friday 22 November:** 1.15pm - 2.45pm

To book a tour please contact: kanslow@birkdalehigh.co.uk

Further details and an application form can be downloaded from www.birkdalehigh.co.uk or obtained from Ms Karen Anslow at the school.

Southport Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All successful applicants will be requested to undertake an Enhanced Disclosure and Barring Service check. At least one member of our recruitment team for this post is Safer Recruitment trained and we adhere to Southport Learning Trust's Recruitment and Selection Policy for Employees and Volunteers.

We are proud to have an organisational culture where employees with varying perspectives, skills, life experiences and backgrounds – the best and brightest minds – can work together to achieve excellence and realise individual and organisational potential.

PERSON SPECIFICATION

Assistant Headteacher - Behaviour & Culture

Specification	Essential	Desirable	Evidence
Qualifications	<ul style="list-style-type: none"> Qualified teaching status Evidence of continuous professional development A degree qualification – 2nd class or above 	<ul style="list-style-type: none"> Higher Degree NPQLBC/NPQSL Coaching qualification/training DSL SSCP training Senior Mental Health Lead Qualification 	Application Form
Experience	<ul style="list-style-type: none"> Minimum of 5 years' current continuous experience in a secondary setting Sustained experience at middle leadership level Proven record of outstanding practice as a classroom teacher Successful record of implementing strategies that have had a positive impact on student attainment, progress or behaviour outcomes (including SEND and Disadvantaged) 	<ul style="list-style-type: none"> Senior leadership in a secondary setting Experience of leading improvement for boys Experience in more than one school Leadership of Behaviour Developing strategies to improve attendance Developing strategies to enhance school culture Using research to drive change 	Application Form, Supporting Letter and Interview
Education & Organisational Leadership a. Direction & Vision b. Driving Performance c. Teambuilding d. Development e. Change Management	<ul style="list-style-type: none"> A clear and compelling vision for Quality First Teaching as key to raising attainment Evidence of excellent leadership and management skills Ability to build good relationships with all stakeholders Ability to use ICT as a management tool Excellent interpersonal skills Ability to communicate a clear vision for improving standards Tangible evidence of driving performance upwards: staff and students Able to demonstrate a pragmatic approach that is focused on delivering objectives, managing diverse priorities and workload Able to demonstrate commitment to the principles of diversity 	<ul style="list-style-type: none"> Understanding of performance management systems Knowledge of external funding sources to support pupil progress and outcomes Knowledge of external agencies that support in alternative provision, behaviour intervention, mental health and family liaison 	Application Form, Supporting Letter and Interview

PERSON SPECIFICATION

Assistant Headteacher - Behaviour & Culture

Specification	Essential	Desirable	Evidence
Abilities, Skills and Knowledge	<ul style="list-style-type: none"> • Ability to teach up to GCSE level • Comprehensive understanding both of national performance measures for schools and the OFSTED Education Inspection framework • Comprehensive understanding of statutory safeguarding requirements and Section 175 audit • Ability to analyse and report on key data documents • Ability to coach and motivate • Knowledge of how to meet the needs of pupils in specific defined groups: SEND, Disadvantaged, Most Able, EAL • Knowledge of effective assessment to support pupil progress • A secure understanding of the importance of literacy in improving students' attainment and life chances • A comprehensive knowledge of the issues surrounding the safeguarding of pupils in schools and the wider community 	<ul style="list-style-type: none"> • Understanding of performance management systems • Knowledge of external funding sources to support pupil progress and outcomes • Knowledge of external agencies that support in alternative provision, behaviour intervention, mental health and family liaison 	Application Form, Supporting Letter and Interview
Philosophy and Ethos	<ul style="list-style-type: none"> • An understanding of how students learn and an indication of how to meet their needs • An understanding of how student wellbeing and good mental health support student success • Commitment to high standards and continuing improvement • A commitment to the principles and values of an inclusive education and the pastoral care and personal development of students • A commitment to safeguarding • High expectations of student progress, personal development and conduct • Relentless personal drive and ambition anchored in success • Strong support for the ethos and values of Birkdale High School 	<ul style="list-style-type: none"> • Evidence of leading strategies that support behaviour and culture 	Supporting Letter and Interview
Community	<ul style="list-style-type: none"> • Ability to work with and gain the support of external agencies • Commitment to working closely with governors to action the vision • Ability to promote the school within a diverse community 	<ul style="list-style-type: none"> • Experience in building wider relationships in a diverse community 	Supporting Letter and Interview

JOB DESCRIPTION

Assistant Headteacher - Behaviour & Culture

<p>Main Purpose (hereafter called the designated areas)</p>	<ul style="list-style-type: none">• To be responsible for the leadership of Behaviour & Culture.• To support the school's culture of belonging.• To be responsible for leading, managing and developing the quality of the behaviour curriculum across the school• To be responsible for leading, managing and developing the effectiveness of the rewards and pupil recognition initiatives across the school• To be responsible for leading, managing and developing the effectiveness of the pastoral support team and supporting systems (Heads of Year, Learning Mentors, ICE manager, Attendance Officer)• To have oversight of Parents Evenings throughout the year ensuring effective communication between home and school• To support the Head of Year 7 in ensuring an effective and supportive transition from primary• To be responsible for leading, managing and developing the school's priorities of improving attendance and punctuality• To effectively facilitate a variety of alternative provision pathways best suited to the needs of students and in line with a graduated pastoral response• To manage effective curriculum adjustments/reductions for pupils in exceptional circumstances.• To carry out the duties of a Deputy Designated Safeguarding Lead and ensure that the school fulfils all statutory safeguarding requirements. (Part of a wider team)• To coordinate an effective approach to supervision across the school at unstructured times such as before school, break time and lunch time• To work alongside the Headteacher and Deputy Headteacher to ensure that suspensions and internal exclusion are used appropriately and in line with school policy• To represent the school and its pupils at the Sefton Fair Access Panel (FAP)• To develop strong links with the wider community including other schools in the Trust, working closely with the SSCPO, and other agencies/organisations that are influential in the lives of students• To support all staff in developing their knowledge and practice in responding to and understanding of pupil behaviour• To develop, implement and maintain a continuing staff development programme that effectively supports the objectives stated above.• To line manage key staff involved in the implementation of strategies that support the areas stated above. <p>You are required to carry out the professional duties of a teacher as set out in the current school policies as well as such professional duties that the Headteacher may reasonably ask you to undertake. In addition, you are required to undertake the following responsibilities, which may or may not be included above:</p>
<p>General Responsibilities</p>	<ul style="list-style-type: none">• To support and promote the school's aims and objectives.• To ensure a duty of care at all times to safeguard and promote the welfare of all students.• To raise standards of student attainment and achievement• To be an active member of the Leadership Team• To work with the Headteacher, the Deputy Headteacher and the Governing Body to formulate the school's strategic direction of the school• To line manage designated curriculum areas• To lead by example as a classroom teacher and be a role model to others• To maintain high professional standards of attendance, punctuality, appearance, conduct and courteous, positive relations with students, parents/carers, colleagues and visitors.• To actively engage with the appraisal process and continue with personal and professional development.• To adhere to school policies and procedures as set out in the staff handbook and other documentation available.

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Assistant Headteacher - Behaviour & Culture

Shaping the Future	<ul style="list-style-type: none">• To support the Headteacher in providing a clear direction for the development of the school.• To provide effective strategic leadership across the school for the designated areas.• To stay up to date with the latest research and educational thinking in the designated area to enable quality contributions for strategic development in the school• To coordinate the implementation of the school development plan and ensure that stated objectives and targets are achieved for the designated areas.• To lead on self- evaluation and monitoring systems for the designated areas and take action as appropriate.• To ensure that staff development needs are identified and that appropriate programmes are facilitated.• To participate in the interview process for teaching posts when required and to ensure effective induction of new staff in line with school procedures.• To promote teamwork and to motivate staff to ensure effective working relations.• To be mindful of staff wellbeing and workload at all times• To produce reports as and when required for the Local Governing Body, Southport Learning Trust, and the Senior Leadership Team.
Leading Learning	<ul style="list-style-type: none">• To set a clear vision and action plan for the development of Behaviour and Culture across the school• To support all Middle Leaders to develop strategies and processes for improvement in the designated area• To work with all leaders to monitor students' progress and performance in relation to targets set for each individual; ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary.• To ensure that students' individual needs are met.• To lead by example as a teacher, achieving high standards of student attainment, behaviour and motivation through effective teaching.• To uphold the school's behaviour and disciplinary policies.• To coordinate the work of administrative and support staff to ensure high quality learning programmes and clear, consistent teaching across all curriculum areas• To keep up to date with national developments related to the designated area• To actively support pupil tracking systems in order to review pupil progress and under-achievement.
Developing self and working with others	<ul style="list-style-type: none">• To maintain an up to date knowledge of educational thinking.• To lead on the development of evidence based research projects in school in the designated areas.• To lead the professional development of staff through example, coaching, peer-support and targeted support in the designated areas.• To plan, chair and organise meetings as appropriate.• To support the school's ITT & ECT programmes as required.• To liaise with support staff, parents, governors and outside agencies.• To attend and contribute to whole school events• To participate in whole staff training and Continuing Professional Development.• To attend team and whole staff meetings.• To work collaboratively with all colleagues.• To encourage moral and spiritual growth and civic and social responsibilities amongst students.

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Managing the Organisation	<ul style="list-style-type: none">• To effectively manage and deploy staff, financial and physical resources to support the designated areas, within the limits, guidelines and procedures laid down.• To deputise for the Headteacher and Deputy Headteacher as and when required.• To implement school Policies and Procedures, e.g. Equal Opportunities, Health and Safety,• To contribute to school promotion to all stakeholders.• To ensure effective communication/consultation as appropriate with the parents/carers of students.• To liaise with external agencies as appropriate.
Securing Accountability	<ul style="list-style-type: none">• To ensure the effective operation of systems for quality assurance and self-evaluation.• To identify and take appropriate action on issues arising from data, systems and reports.• To update the Headteacher, Leadership Team and Governing Body on the effectiveness of the school's behaviour policy and curriculum and their impact on students' progress.• To undertake Appraisal and Performance Management Reviews for allocated staff• To quality assure accurate and up-to-date information on the management information system• To analyse and evaluate performance data provided.• To attend and report to the Leadership Team and Governor Meetings as required.
Strengthening Community	<ul style="list-style-type: none">• To support and promote the school's aims and objectives.• To ensure that all staff are aware of their role and responsibilities within their individual subjects, the school and its wider community.• To ensure effective communication/consultation as appropriate with the parents/carers of students.• To support and develop effective links with other schools and the community, including the Southport Learning Trust and wider the business community.• To play a full part in the life of the school community and encourage staff and students to follow this example.• To actively promote the development of effective links with external agencies.
Other Specific Duties:	<p>Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.</p> <p>Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.</p> <p>The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.</p> <p>This job description is current at the date shown, but, in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the salary/grade and job title.</p>
Date	November 2024



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**EMPOWERING OUR COMMUNITIES TO POSITIVELY
IMPACT THE WORLD**