March 2023

Dear Colleague,

**Assistant Headteacher**

Thank you for taking an interest in joining our leadership group. I have no doubt that all schools describe their job opportunities as exciting, but this post gives you the chance to join a strong team in a vibrant, happy and successful school and to make a real difference to the school’s future development.

I joined the school in September 2011, it is a wonderful place to work. The location, the facilities, the students, but above all the enthusiasm, professionalism and “team spirit” of the staff really are something special.

Some years ago, the school set itself a challenge “*to* *deliver an education ranking alongside the best schools nationally; whilst remaining a highly inclusive, friendly, community school”.* We promised that we would not achieve our aims by putting staff under unreasonable pressure, by coercion, or by endless bureaucracy. Here we would do it a different way; by being supportive, putting learning at the centre of our work and by working as a team. We believe in developing outstanding teachers and respecting their professionalism, we want our staff to enjoy their work and our students to enjoy their education.

Our latest Ofsted report, from May 2019, will give you a good idea of the progress that we have made. We are proud of our achievements; they give us confidence that our approach works, but we know we can do even better. Understanding what that will look like and the partnerships and structures that will deliver it in the fast-changing world of education is our next challenge, one in which you could play a significant role.

We are looking for a leader who is a superb classroom practitioner, has excellent interpersonal skills and has ideas, drive and enthusiasm. The successful candidate must have a genuine interest in developing people, both students and staff, and an absolute belief in inclusive education.

I hope that the information in this pack, on our website and in our Ofsted report leaves you keen to apply. Your application should consist of the completed application form, and a letter of no more than two sides of A4. Your letter should answer this question: “*What values drive your work in education; how have you made a difference to students and staff in your current role, and what could you bring to our team?”* You should give specific examples of the impact of your work.

Choosing to apply for any job is a big decision. If you would like to discuss the post informally, or if you would like to visit our school before applying, please do not hesitate to contact me by phone or by e-mail ([sgrieves@chapelhigh.org.uk](mailto:sgrieves@chapelhigh.org.uk)).

The deadline for receipt of your application, by post or e-mail, is **3.00pm on Wednesday 19th April 2023,** Shortlisted applicants will be notified by telephone by 3.00pm on **Monday 24th April 2023.** Interviews are planned for **Tuesday 2nd and Wednesday 3rd May 2023.**

I look forward to hearing from you.

Yours faithfully

**Simon Grieves,**

**Headteacher**