



Malton School

A Specialist Science School



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ASSISTANT HEADTEACHER – PASTORAL &
SAFEGUARDING

INFORMATION FOR APPLICANTS

March 2024

Dear Applicant,

Thank you for your interest in the post of Assistant Headteacher (Pastoral & Safeguarding) at Malton School. This document aims to give you some information about the school and the application procedure.

Malton School serves a wide rural area of Central Ryedale, as well as the town of Malton itself. We currently have 1059 students on roll, including 263 in the Sixth Form; there are 62 teaching staff and 72 support staff. We are fully comprehensive. Our staff student relationships are excellent. Behaviour is extremely good. Most of our students move on to university and many of them to Russell Group universities. We offer a very happy and supportive community in which colleagues can further develop their career. The school is over-subscribed.

We are seeking to appoint an Assistant Headteacher – Pastoral & Safeguarding, to join our Senior Leadership Team. This role is deliberately designed to be a non-teaching role in recognition of the level of commitment required, both as our Designated Safeguarding Lead and as the Leader of our Pastoral Care system. The post will be paid at SM1 on the NJC Pay Scale and will be part of the Local Government Pension Scheme.

The school has strongly established and well-regarded pastoral care and safeguarding systems in place. The Assistant Headteacher - Pastoral Care and Safeguarding leads a team of staff that currently include:

- A Director of Pastoral Care and Safeguarding (who acts as one of the Deputy Designated Safeguarding Leads)
- A Student Progress Leader
- 7 non-teaching Heads of Year (The Heads of Year 12 and 13 are under the line management of the Director Sixth Form. The AHT works closely with the Director of Sixth Form to ensure consistent standards of pastoral care and safeguarding across the school).
- A Pastoral Administrator
- 3 Part-Time Pastoral Officers who share the running of the Isolation Unit.

The school is considering splitting the current role of Director Pastoral Care into two parts: a Director Lower School (Key Stage 3) and a Director of Upper School (Key Stage 4) so that each key stage a Director leading 2 or 3 Heads of Year.

The AHT also works closely with the Head of Inclusion. The AHT leads on provision for disadvantaged (Pupil Premium) students and supports the Head of Inclusion in ensuring that provision for SENd and other identified categories of students, is well coordinated with the pastoral care system.

The AHT liaises with external organisations and represents the school at multi-agency meetings. The AHT is on-call for alerts raised through our Smoothwall Monitoring System.

This post is designed to be a non-teaching role on the NJC scale and the LGPS in recognition of the total commitment required. It is, however, an expectation that the post-holder would

have substantial leadership experience in the main aspects of the job description and would hold wider Leadership qualifications – such as the NPQSL or equivalent.

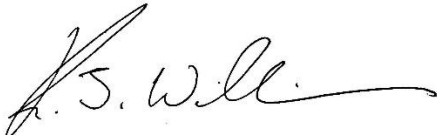
The successful applicant will join a Senior Leadership Team of 6; comprising of the Headteacher, the Deputy Headteacher (Quality Assurance and Standards), an Assistant Headteacher (Teaching and Learning), an Assistant Headteacher (Curriculum) and the Head's PA (HR & Admin Manager). 4 of these posts are teaching posts and 2 are non-teaching.

The school operates an iPad for Learning Scheme. Every member of staff has an iPad as well as a laptop and all students have an iPad.

The school is in the process of joining the [Pathfinder Multi Academy Trust](#) and [Teaching School Hub](#) and we are also a member of the [Red Kite Teaching School Alliance](#). We share staff development programmes and opportunities within the MAT and the alliance, including leadership development and support for early career teachers.

I hope you will be interested in this post and I look forward to reading your application.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'R. S. Williams', with a long horizontal flourish extending to the right.

Rob Williams
Headteacher

Benefits of working at Malton School

The school prides itself in being a supportive employer, offering favourable terms and conditions to facilitate outstanding teaching and learning. Some of the main additional benefits of working at Malton School include:

- More than the 10% national minimum PPA, in support of our Personal Development Programme.
- A strong bespoke staff development programme for all staff.
- A major investment in support staff roles (e.g. allowing the provision of “no cover”) so that teachers can focus on planning and delivering outstanding lessons.
- Membership of the Red Kite Teaching School Alliance.
- Expected membership of the Pathfinder MAT.

Malton School is committed to safeguarding and promoting the welfare of students and young people and expects all staff to share this commitment.

The School Curriculum

We operate a four-period day within a ten-day cycle. Each lesson is 75 minutes long. Students have 26 hours curriculum time each week, with the extra hour on a Thursday set aside for personal development (see below).

Key Stage 3

In Key Stage 3 setting is for Science, Maths and the group of subjects English, Geography, History, French, Spanish and Religious Education.

Key Stage 4

English (including Literature) Maths, Double Science, Religious Studies and Physical Education are compulsory. Students then choose four further options subjects (10% of curriculum time each). Where students choose triple science, this takes up one of their 4 option blocks.

Key Stage 5

Advanced Level courses are currently taught in Biology, Chemistry, Computer Science, Design Technology, Economics, English Language, English Literature, Fine Art, French, Geography, History, Maths, Maths (Further), Music, Photography, Physics, Physical Education, Politics, Psychology, Religious Education and Sociology. BTECs are offered in Food Science, Health and Social Care, and Sport and Cambridge Technicals are offered in Information Technology, Business Studies, Digital Media and Performing Arts.

Re-sit GCSE courses are also offered in English and Maths, together with an open access provision for IT skills acquisition.

Personal Development Activity

One hour per week is devoted to personal skills development. Staff offer nearly 40 different courses. Students choose a different course each term. The scheme is focused on character education and the development of the whole child. New members of staff would be expected to contribute to this programme.

Citizenship

Citizenship is taught to all in Years 7 to 9 for one period per fortnight. This builds on a well-established programme of Personal & Social Education, complementing tutorial work and linking into the Careers programme.

Academic Structure

The academic work of the School is structured in Faculties. Each Faculty is led by a Faculty Leader and an Assistant Faculty Leader.

In-service training is managed in consultation with Faculty Leaders. Funding for books and equipment is derived from a formula which takes account of the numbers and ages of students as well as the nature of the subject. Faculties are also able to bid annually for additional funding from the School budget, the Endowment, and the PTA.

The School Site

We are fortunate to enjoy a large site on the edge of Malton with views of both the North York Moors and the Yorkshire Wolds. The sports field accommodates three hockey, four football, one rugby pitch, one cricket pitch and athletics track as well as hard court tennis courts / netball courts. Staff can use our sports facilities in the excellent sports centre. There is plenty of parking space for staff.

Malton School was founded in 1547, becoming a comprehensive school in 1971 with the merger of the original grammar school and the neighbouring county modern. The two buildings, known as East and West Wings, date from 1911 and 1958. As far as possible, subject departments are housed in one wing. Most members of staff are based permanently in one room.

We opened a new Science block with four new laboratories in 2004 on becoming a specialist Science School, resulting in a total of eight laboratories and associated preparation rooms. Our Food Technology rooms were totally re-furnished in 2011. In February 2011 Archbishop Sentamu opened a community sports centre and full-sized, floodlit, astroturf pitch on the school site, providing us with the best P.E. facilities in the area. A dance and drama studio was opened in September 2013. Fully refurbished DT rooms opened in September 2016. A new 4 classroom Humanities block was opened in September 2021. We are looking forward to an improved library and set of music facilities in September 2024.

School data

Address:	Malton School Middlecave Road MALTON North Yorkshire YO17 7NH
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Email:	admin@maltonschool.org
Website:	www.maltonschool.org
Chair of Governors:	Rod Anson c/o Malton School
Clerk to the Governors:	Laura Waites Malton School
Corporate Director of Education:	Stuart Carlton

County Hall
NORTHALLERTON
North Yorkshire
DL7 8AE
Telephone: 0845 034 9494

Application

You are invited to submit an application for the post of Assistant Headteacher – Pastoral & Safeguarding at Malton School and to support your application with a letter.

A completed application form and supporting letter should be emailed to Claire Hardware (Head's PA, HR & Admin Manager) on cmh@maltonschool.org

Closing Date is Wednesday 17th April 2024 at 9am. Your application will be acknowledged. Interviews are planned for Wednesday 24th April 2024, so if you have not heard from us by then you should assume that your application has been unsuccessful on this occasion.

Thank you for your interest in the post of Assistant Headteacher – Pastoral & Safeguarding. If you have any questions, please do not hesitate to contact Claire Hardware on the email above or 01653 692828.

Malton School is committed to safeguarding and promoting the welfare of its students. All staff must have enhanced DBS Clearance and are expected to adhere to safe working practices.