



STUDLEY HIGH SCHOOL
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ASSISTANT HEADTEACHER
SALARY L11 – L14, FULL TIME

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Introduction and background to role:

Studley High School is an outstanding secondary school with 830 pupils on roll. As a member of the Shires Multi Academy Trust, we play an active role in supporting other schools and leading staff development, school to school support, leadership development and teacher training.

We are seeking to appoint an inspirational Assistant Headteacher to join our forward-thinking Leadership Team. The specific responsibilities of the post holder will be linked to student achievement and dependent on the experience the successful candidate brings. We aim to be flexible and give people the opportunity to work in different areas of school leadership.

We have a proven track record of success with above average Progress 8 scores achieved consistently, as a result of the hard work, dedication and commitment of our staff body.

We are very proud of the success we have had as a school, but are always looking to develop further by improving current provision, enhancing the experience for our pupils and supporting our staff in continuous development. This role arises due to the promotion of our one of our current Assistant Headteachers. The current members of the Leadership Team are excited at the prospect of welcoming a new member to the team. This is an excellent opportunity for a highly-motivated, ambitious professional to make an impact in our high performing school. We view this position as ideal for someone looking to build the breadth of skills required for Deputy Headship.

The role will include a teaching commitment of 40% along with line management responsibilities for 2 faculty areas. There will also be operational responsibilities linked to maintaining a presence around the school during lesson time and free association time.

If you are an excellent practitioner, with the capacity to develop and maintain high quality relationships with colleagues and pupils and you have significant experience of success, linked to the work you have developed and supported, then we would like to hear from you.

You will find more details about the role, the school and how to apply in this document. We encourage any interested candidates to visit our school to see just what a special community we have.

The Job Role

Core purpose

The Assistant Headteacher will hold formal leadership responsibility for one or more key areas of whole school improvement.

- They will be successful team builders and relationship builders, who develop high performing teams and managers for the future needs of the school and its learners

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- They will both influence and facilitate school strategy through their line management of teams and in their own areas of responsibility.

Pay range

Pay Scales: Leadership Spine **11-14**

Responsibilities

The Assistant Headteacher will be expected to fulfil the professional duties of a Teacher as set out in the School Teachers Pay and Conditions document.

They will also be required to undertake a range of operational and strategic responsibilities, some of which are outlined below.

Further specific responsibilities will be negotiated and agreed following appointment in order to take account of an individual's expertise, experience and interest.

Shaping the Future

The Assistant Headteacher will be a visionary leader who will:

- Support the Headteacher and Principal in establishing a vision for the future development of the school.
- Contribute to and communicate, the school's shared vision
- Contribute effectively to the school's evaluation and development processes.
- Set an excellent example for other colleagues, working to a high standard in implementing policies, priorities and expectations.
- Promote a culture of team work in which the views of all members of the school community are valued and taken into account.

Leading Achievement

The Assistant Headteacher will be an outstanding practitioner who will:

- Model excellent classroom practice to others (40% timetable)
- Contribute to the analysis of the school's performance and progress data for all pupils, to ensure that improvements and interventions are appropriate and effective in key faculties.

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- Provide effective support for staff in improving their classroom practice
- Promote the active involvement of pupils in their own learning
- Support systems and processes to promote the very highest standards of behaviour across the school
- Line manage key faculties or subject areas ensuring consistency of leadership provision across the team.
- Monitor and evaluate classroom practice
- Challenge underperformance and provide follow up and support



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Developing Self and Others

The Assistant Headteacher will be reflective, collaborative and:-

- Be a role model for the whole school community, setting high professional standards
- Treat people fairly, equitably and with understanding and respect
- Ensure effective planning, allocation, support and evaluation of work undertaken by teams and individuals
- Manage own workload and that of others to allow for an appropriate work/life balance
- Will be self-reflective, review own practice, set personal targets and take responsibility for their own personal development
- Set high expectations of own performance and that of others
- Acknowledge the responsibilities and celebrate the achievements of individuals and teams.
- Engage in relevant professional development as appropriate

Managing within the organisation

The Assistant Headteacher will be an excellent manager who will:

- Produce and implement clear evidence-based evaluation and improvement plans and policies to develop the school
- Liaise with the Governing Body as appropriate

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- Take responsibility for the appraisal of identified staff
- Ensure resources are used effectively and efficiently so that the school demonstrates value for money

Securing accountability

The Assistant Headteacher will:

- Ensure that staff are appropriately held to account and that student progress is not hampered by provision that is less than good
- Present a coherent and accurate account of performance to a range of stakeholders
- Support Quality Assurance systems in the school
- Support staff in understanding their own accountability
- Develop a shared ethos around corporate responsibility for outcomes



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Safeguarding

The Assistant Headteacher will be fully committed to the safeguarding and promoting of the welfare of children, young people and vulnerable adults in every regard.

PERSON SPECIFICATION:

A = application, I1 and I2 = Interviews, T= Tasks, LO= Lesson Obs

Category	Essential	Desirable	Assessed
Application	<ul style="list-style-type: none"><input type="checkbox"/> Fully supported with references.<input type="checkbox"/> Well written, structured and presented application.		
Qualifications	<ul style="list-style-type: none"><input type="checkbox"/> Qualified Teacher Status<input type="checkbox"/> Degree or equivalent<input type="checkbox"/> Recognised Leadership qualification	<ul style="list-style-type: none"><input type="checkbox"/> Further degree<input type="checkbox"/> 2i or better degree<input type="checkbox"/>	A I2

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<p>Experience</p>	<ul style="list-style-type: none"> □ Proven excellence as a classroom teacher with strong outcomes for key groups of pupils. 3 years as a middle leader Faculty/Subject leader or significant leadership and management responsibility in a school, demonstrating impact in raising standards. Experience of leading on aspects of school improvement, identified through the school's self-evaluation process/development planning, with success. □ Significant experience of leading, managing, motivating and developing staff to improve practice, quality of experience for pupils and outcomes. 	<ul style="list-style-type: none"> □ Evidence of impact in leading a whole school responsibility. □ The ability to teach more than 1 subject with success. □ Worked in at least 2 schools since qualifying. 	<p>A I1 I2 LO</p>
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<p>Category</p>	<p>Essential</p>	<p>Desirable</p>	<p>Assessed</p>
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Skills and Abilities	<ul style="list-style-type: none"> ☐ Ability to analyse, interpret and act upon relevant school self-review information and data. ☐ Ability to plan strategically and lead change. ☐ Ability to successfully lead and manage staff, supporting, motivating and inspiring them to develop and improve their practice. ☐ Excellent organisational skills. ☐ Ability to develop excellent relationships with all stakeholders. ☐ Excellent communication skills with the ability to be clear, concise, considered and confident in delivery. ☐ Ability to liaise effectively with outside agencies and professionals. ☐ Excellent classroom management skills ☐ Ability to maintain a presence around the school environment supporting the ethos and expectations of the school. 	<ul style="list-style-type: none"> ☐ Proven ability to accurately judge the quality of teaching and provide high quality feedback ☐ Experience of working with governors in supporting school improvement. 	A I1 I2 T LO
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<p>Special Knowledge</p>	<ul style="list-style-type: none"> ❑ Knowledge of the school improvement cycle, including effective self-evaluation and development planning and delivery. ❑ Substantial knowledge of a curriculum area including current curriculum developments and an understanding of the principles of good curriculum provision with the new framework. ❑ Secure knowledge of what less than good, good and outstanding teaching and learning looks like and the ability to articulate this effectively. ❑ Secure knowledge of assessment practices in secondary schools ❑ Awareness of national educational issues/landscape. ❑ Knowledge of all current safeguarding requirements for teachers and school leaders. 	<ul style="list-style-type: none"> ❑ Informed opinions on the assessment of KS3 and KS4 provision. ❑ Significant understanding of curriculum development and effective implementation. 	<p>A T I2</p>
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Category	Essential	Desirable	Assessed
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<p>Personal Attributes</p>	<ul style="list-style-type: none"> □ High standards and expectations for self and others. Operates □ with sensitivity, integrity, tenacity and enthusiasm when working with all stakeholders. □ Willingness to engage fully with parents and other stakeholders in securing the best experiences and outcomes for pupils Ability to □ manage pressure effectively. Ability to work on a range of □ tasks through prioritising, delegating and managing time effectively. □ Supportive, approachable, caring and resilient. 	<ul style="list-style-type: none"> □ Ability to contribute to the wider life of the school through enrichment and extracurricular opportunities. 	<p>A I1 I2 LO</p>
<p>Professional philosophy and commitment</p>	<ul style="list-style-type: none"> □ Clear vision for the development of secondary education, including the provision for children with additional needs or barriers to their learning. □ Commitment to promoting equal opportunities and meeting the educational, social and emotional needs of all pupils. □ Commitment to high standards and continuous improvement. □ Well-developed understanding, rooted in research and experience, of an aspect of educational provision (pedagogy, curriculum, behaviour or safeguarding). 	<ul style="list-style-type: none"> □ Demonstrates a welldeveloped understanding, based on extensive reading, research and experience, of a range of educational areas. 	<p>A T I2</p>

Our school website is full of informative content which helps to display the breadth and quality of provision.

We invite interested parties to visit the school to learn more about what a wonderful community we have. If you would like to visit please contact Yvonne Clarke, PA to the Head of School, on

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01527 852478 or yclarke@shs.shiresmat.org.uk

HOW TO APPLY:

Please complete the application form which can be accessed on our website and send with a supporting letter to: yclarke@shs.shiresmat.org.uk

Address: Studley High School
Crooks Lane
Studley
Warwickshire
B80 7QX

E-mail: office@shs.shiresmat.org.uk

Telephone: 01527 852478

Fax: 01527 854469

School site: www.studleyhighschool.org.uk

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