

Nihil quam optime

Chulmleigh College

Nothing but our best



Deputy Headteacher Candidate Pack

Closing date: Monday 13th January 10am

Interview date: Tuesday 21st & Wednesday 22nd January 2024



**Chulmleigh
Academy Trust**

COMPASSION AMBITION TEAMWORK



A Very Warm Welcome

Dear Colleague

Thank you for showing an interest in the vacancy of Deputy Headteacher at Chulmleigh College.

The vacancy of Deputy Headteacher arises due to my promotion to the role of Headteacher of the College and CEO of our Trust, following 11 academic years as Deputy Headteacher myself. I have had a tremendous time in my role over the last 11 years and am excited not only by my own promotion but by passing the role I have held for so long to someone who can continue to ensure we progress as a school and offer the very best we can for our pupils.

Chulmleigh College is a very special place to work. Our academic record speaks for itself. Within our own transport area we do not serve any large settlements – our catchment area is rural and dispersed. This has resulted in a school community that has a very clear rural identity and one that is steeped in a traditional and highly aspirational approach to education. Our ethos is simple, that of ensuring our pupils receive a provision that gives them every advantage they would be offered at a selective or fee-paying school. We believe in discipline, courtesy and unashamed high educational standards. This is a school where you can make a mark.

The College has thoroughly embraced the English Baccalaureate (Ebacc) curriculum model, and we are committed to delivering French as our sole modern foreign language from Year 7 to GCSE in Year 11 for all pupils. Beyond the Ebacc we have strong foundation subjects and a capacity to expand the options offer in key stage four. We are excited by curriculum and follow our own in-house schemes of work designed by Heads of Department with passion for their subjects. We are looking for a Deputy Headteacher to lead, advocate and challenge our heads of department, who has the confidence to let their middle leader colleagues lead and flourish.

As timetabler the Deputy Headteacher at the College has an intimate knowledge of our staffing, our curriculum design and our forward planning. This is a highly strategic role and one which our staff rely on for professional leadership. We are seeking someone who has the intellectual capacity, tenacity and drive to propel our school forwards on a daily basis as key planner but also strategically in the medium to long term.

As Deputy Headteacher you will be joining a small and committed team of senior leaders. We are a bicycling leadership team, and we all take a day to day role in leading on behaviour and being highly visible. Standards of behaviour and conduct are very high, and this is in no small part to our hands-on approach alongside middle leaders

and teaching staff. This is a role that will require energy and a complete commitment to our pupils.

We seek colleagues who love teaching and are passionate about their subject. As teachers we can all always improve and develop. However, we have been careful to keep our model of teaching and learning as simple as possible and avoid one size fits all CPD. We are not attracted by group-think or the latest trends, choosing approaches that fit our values and staff. We seek a confident and certain colleague to advocate for our teaching staff and ensure that they can continue to allow our pupils to thrive by making sure our teachers themselves thrive.

I hope having read this pack you feel compelled to apply for this post. We welcome enquiries about the role and visits on the days specified.

Neil Payne

Executive Headteacher and CEO Designate, Chulmleigh College and Chulmleigh Academy Trust



ENGAGING CHILDREN IN LEARNING



About Our School

Chulmleigh College is a successful and ambitious rural secondary school with a strong reputation for high standards. The progress of our pupils is consistently amongst the best in the region. In 2024 our provisional Progress 8 Figure of +0.81 places us in the top 5% of schools nationally.

The College was totally rebuilt a few years ago, with the completed buildings opening in 2017. Numbers have grown substantially in recent years, from 500 to the current roll of 750, and most year groups are oversubscribed; due to both our excellent reputation and the College's successful transport service, which brings in approximately 25% of our pupils from outside the school catchment area.

We aim to create ambition and inspiration and want our young people to achieve all that they can in a safe, caring and well-disciplined environment. We commit ourselves to providing a learning experience which ensures high challenge, inspires, and provides both the range of qualifications and the start in life which will last forever. We aim for our young people to have the foundation and independence they need to make the progress they are capable of, building resilience for their future lives.

As a school we value courtesy, hard work and respect, and set high standards of behaviour; promoting self-discipline, resilience, responsibility and working together as a community.

We offer a broad and rich curriculum, enhanced by excellent extra-curricular activities; our outdoor education in the form of Ten Tors and Duke of Edinburgh is particularly strong. As well as having high academic achievement, we also have a proud record in sport, music, drama and art.

Our pupils read an astonishing amount of literature and develop themselves by making the most of the array of opportunities available. This is all possible because teaching and support staff create the best opportunities for our pupils. We are very proud of our team, who work hard to make our school a happy place where we learn together in a formal, warm environment. We are also proud of the excellent relationships we have with our pupils, families and friends within the community.

Chulmleigh is a Saxon hilltop market town in North Devon, near the Mid Devon border. It lies near the banks of the Little River Dart, and is surrounded by rolling hills, woods and farmland. With Exmoor and the North Devon coast to its north, and Dartmoor and the city of Exeter to its south, Chulmleigh is in a beautiful part of the county and is easily accessible from all other areas.



Our Values

Compassion

Compassion is caring about others, behaving towards them with humanity, generosity, and concern, and caring about other people's struggles. It is a skill which has benefits; treating others with compassion means they are likely to treat you, and others, back in kind.

We recognise the uniqueness of each circumstance and every child in the Trust, liaising closely with families and work to show appropriate compassion for our pupils and community.

Ambition

We work hard to help pupils develop a strong sense of ambition: the appetite for challenge and the determination to look beyond the horizon for inspiration. Whilst we recognise that children have different talents and abilities, we nevertheless expect each pupil to work hard and make significant and tangible progress. Our ultimate aim is to help them to achieve the best results possible, providing a wide range of options for their next stage in life.

Teamwork

Teamwork is an essential communication and social skill and includes compromise, collective effort, active listening, effective speaking and providing support for a group. We encourage our pupils to learn how to listen and be independent, in order to perform their individual roles and function as a cohesive unit, and how to respectfully and confidently express their ideas and opinions effectively in a group setting.

Our shared goal is to ensure that pupils leave us not only with excellent exam results, but also with confidence, resilience and the ability to make their mark as young people heading out into the world.

WE GIVE NOTHING BUT OUR BEST



About the Trust Primary Schools

Chulmleigh Academy Trust consists of the secondary school Chulmleigh College and three primary schools: Chulmleigh Primary School; East Worlington Primary School and Lapford Community Primary School. The three primary schools offer education for ages 2-11 years, with well-established Nurseries in place and wrap-around care available.

As a family of schools, the Trust provides a platform for small schools to enjoy the benefits normally enjoyed by larger individual institutions. This includes sharing good practice with subject leads working across all three schools, joint staff meetings and opportunities for continuous professional development. In addition there is centralised support for: personnel; estates management; finance; health and safety; IT; governance; safeguarding and SEND. There is also a Primary Administrator, in addition to each individual school's administrator, who supports the work of the three Heads of School, ensuring consistency and time to focus on teaching and learning. School meals are prepared at the College site and delivered on a daily basis.

Chulmleigh Primary School has 233 pupils on roll, with 21% Pupil Premium, and is situated in the small rural town of Chulmleigh, midway between Barnstaple and Exeter. It not only serves the local town and the neighbouring village of Chawleigh but is also the school of choice for families from a wider area. It is the largest school in the area but still has a strong family ethos, which is inclusive to all.



East Worlington Primary School has 52 pupils on roll with 17% Pupil Premium, and is situated in the village of East Worlington, which is between Chulmleigh and CREDITON. It is the school of choice for many families from the surrounding villages, who are attracted to the friendly community feel of the school, the high academic standards and the excellent behaviour. It is very well regarded in the local community and many support it through volunteer work at the school.



Lapford Community Primary School has 57 pupils on roll, with 33% Pupil Premium, and is situated between the towns of CREDITON and Barnstaple. The parents, staff and children are extremely proud of the school and this is reflected in the strong support of the Friends of Lapford School, volunteers and members of the community. Our pupils are highly valued, not only because of the very high expectations they have of themselves and their learning, but equally for the polite, well-mannered, caring attitudes they have towards their peers and staff.



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JOB DESCRIPTION

Job Title: Deputy Headteacher

Status: Permanent, Full Time

Leadership Scale: L17—L22 (£73,818 - £83,463)

Job Purpose (including main duties and responsibilities)

Accountable to the Executive Headteacher (Secondary)

Job Purpose including main duties and responsibilities.

In addition to the Conditions of Employment laid down in the School Teachers' Pay and Conditions Document 2008.

Aim to create an environment where teaching and learning is outstanding by:

Provide strategic leadership and hold responsibility for the direction, standards, outcomes and quality of teaching and learning in Chulmleigh College:

Work with The Executive Headteacher and Senior Leadership Team to provide the leadership and management which enables the Chulmleigh College to give every pupil high quality education, and which promotes the highest possible standards of achievement.

KEY ACCOUNTABILITIES

Creating the future of the Academy Trust and College

- Working with the Executive Headteacher (Secondary), SLT and Directors to create the strategic vision for the College and promote the vision, values and ethos to pupils, staff, Directors, parents and the wider community.
- Work with the Executive Headteacher and Directors and other key stakeholders to maintain a shared vision and future strategic plans which will inspire and motivate pupils, staff, parents and the wider community in the College.

COMPASSION AMBITION TEAMWORK



Leading teaching and learning/working through other leaders to:

- Drive a continuous and consistent Academy wide focus on pupils’ achievement, using data and benchmarks to monitor progress.
- Establish excellent partnerships with colleagues in the other primary schools in the Academy chain in order to share expertise and sustain a relentless focus on excellent provision for children.
- Establish creative, responsive and effective approaches to learning and teaching.
- Set high expectations and challenging targets for Chulmleigh Community College.
- Monitor, evaluate and review each school’s practice and promote improvement strategies.
- Tackle under-performance at all levels.
- Provide inspiration and strong strategic leadership to the teaching team to ensure that the schools deliver the highest standards of learning across the board.
- Create a culture and ethos of challenge and support where all pupils can achieve success and become engaged in their own learning.

Developing self and working with others

- Ensure the development of, and maintain effective strategies and procedures for, staff induction, professional development and performance review.
- Promote and maintain a culture of high expectations for self and others.
- Ensure effective planning, allocation, support and evaluation of work of teams and individuals.
- Regularly review own practice, model excellence, set personal targets and take responsibility for own development, seeking advice and support from other senior staff and agencies where appropriate.

Managing the organisation

- Ensure evidence-based improvement plans and policies promote continuous school improvement linked to each school’s self evaluation.
- Providing professional and curriculum advice in the recruitment and retention of staff as appropriate.
- Develop effective relationships and communications which underpin a professional learning community that enables everyone in the school to achieve.
- Create an inspiring, professional work environment consistent with the Chulmleigh Academy Trust and each school’s values and aspirations.
- Put in place effective team communication mechanisms to ensure that all staff are involved in the Academy Trust’s/school’s development plan and are kept

informed of key priorities and developments.

- Work with Directors and senior colleagues to recruit and retain a high-quality leadership and teaching team and deploy staff effectively in order to drive forwards towards ‘outstanding’ schools.
- Leading on the whole-school timetable and options model.
- Acting as the lead professional in the College for professional development.
- Providing advocacy and ambition for pupils who are classed as disadvantaged and/or have additional needs.
- Acting as a champion for social mobility.
- Take a leading role in the College’s pursuit of academic excellence.

Securing accountability

- Develop an ethos which enables everyone to work collaboratively.
- Ensure individual staff accountabilities are clearly defined, understood and agreed.
- Work with both the Executive Headteacher and Directors to achieve the goals of the Academy Trust.
- Ensure every child has access to high quality teaching and learning.

Strengthening community

- Seek to develop further and maintain high levels of community confidence in the Academy Trust and College, especially amongst parents and carers.
- Create and promote positive strategies for challenging racial and other prejudice.
- Ensure that strategic planning takes account of the diversity, values and experience of the school and local community.
- Develop effective links with the community to extend the curriculum, enhance teaching and broaden learning opportunities.
- Actively promote the schools as centres of excellence for education and families in the local community.





Deputy Headteacher Chulmleigh College

E	ESSENTIAL
D	DESIRABLE

		E	D	HOW ASSESSED
A	Qualifications and Professional Development			
A1	Qualified Teacher Status (QTS)	x		A
A2	Further educational qualifications achieved linked to leadership, such as NPQSL or MA		x	A
A3	Recent and relevant Continuing Professional Development	x		A
A4	Willingness to continue professional development.	x		A / I
B	Experience			
B1	Proven track record of least three years' experience as a senior leader in a secondary school	x		A / R
B2	Experience of whole school measurable impact linked to pupil outcomes as an Assistant or Deputy Headteacher	x		A / R
B3	Experience of whole-school impact at curriculum and pastoral levels		x	A
B4	Experience of line management of teaching staff	x		A
B5	Experience of line managing middle leaders in a pastoral and curriculum positions		x	A
C	Professional and Personal Skills and Qualities			
C1	A strong teacher	x		I / R
C2	Able to help other teachers improve their teaching.		x	I / R
C3	Highly motivated, flexible and ability to work exceptionally hard to achieve the needs of the school	x		I / R
C4	Experience of running numerous and complex teams		x	I
C5	Ability to remain calm under pressure.	x		I / R
C6	Reliable, punctual, excellent attendance record and has a high standard of personal presentation.	x		I / R
C7	Establishes excellent relationships with parents	x		I / R
D6	Ability to prioritise and manage multiple and competing tasks at once.	x		I / R



AF	Application Form
I	Interview Process
R	References

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Deputy Headteacher Chulmleigh College

E ESSENTIAL
D DESIRABLE

		E	D	HOW ASSESSED
D	Leadership and Management Skills and Qualities			
D1	Good understanding of strategies for ensuring all pupils make excellent progress	x		A
D2	Experience of intervention strategies		x	A
D3	A clear professional commitment to teaching and commitment to go above and beyond for our pupils	x		R
D4	Can accurately assess the levels at which children are working, and plan the next steps	x		I / R
D5	Experience of action planning and leading staff through School Improvement.		x	I / R
D6	Ability to prioritise and manage multiple and competing tasks at once.	x		I / R
D7	Experience of managing more than one whole-school area of responsibility		x	I / R
D8	Ability to undertake complex strategic tasks such as curriculum design, timetabling and allocation of staffing resources	x		I
D9	Experience of timetabling and options.		x	I
D10	Commitment to high academic standards for all pupils	x		I
D11	An effective leader in terms of managing and promoting strong standards of pupil behaviour and conduct.	x		I
D12	Passionate commitment to high academic standards for vulnerable pupils and a commitment to social mobility.	x		A / I
D13	Measurable outcomes achieved in raising achievement of pupil premium/send pupils		x	A / I
D14	Ability to achieve the accountabilities provided in the job description.	x		A / I / R
E	Shaping the Future			
E1	Ability to see the bigger picture and implement strategic objectives of the Trust	x		I
E2	Can articulate the vision for the 2-16 educational journey		x	I / R



AF Application Form
I Interview Process
R References

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COMPASSION AMBITION TEAMWORK

How to Apply

Please complete the online application form available [here](#).

Status: Permanent, Full Time

Closing date: Monday 13th January at 10am

Interview date: Tuesday 21st & Wednesday 22nd January 2025

Start date: Preferred 22nd April 2025, (September 2025 would be considered)

Tour available to discuss the role with the new CEO and Executive Headteacher on:

- **Friday 10th January** (9:00-10:30)

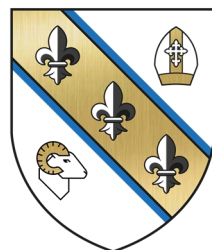
Please email personnel@chulmleigh.devon.sch.uk to request a place – please include the following details: full name, current role and school, telephone contact number.

If you have any questions please email: personnel@chulmleigh.devon.sch.uk or call 01769 580215.

Chulmleigh College, Chulmleigh, Devon, EX18 7AA



Academy staff photo taken at a recent inset day.



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CHULMLEIGH
ACADEMY TRUST 