



Welcome to Bishops Hull Primary School – we are a happy and successful village school on the edge of Taunton, and our dedicated and hardworking staff provide each pupil with the highest standard of education. We are regularly oversubscribed, and this is testament to our warm and friendly culture alongside high academic and behavioural expectations for all children.

Bishops Hull is a single form entry school with one class for each year group: we currently have 216 pupils from Year R to Year 6. There is also a separate nursery and pre-school on the school site. We are delighted to be a school of choice in our community and work closely with our neighbouring secondary, The Castle School which is also in the Trust.

### **A special place**

Whilst we aim to ensure every child reaches their full potential academically, they are also taught that they can be successful in many different ways. Every child is unique and at Bishops Hull, we work hard to ensure that every child is nurtured and supported along their individual learning journey with us. We want to evoke curiosity and a love of learning and as we prepare our learners for the next stage of their educational journey, we want them to know more, remember more and do more.

### **Why Bishops Hull Primary School?**

Bishops Hull Primary School is first and foremost a school where children feel safe, happy, confident and enthusiastic to learn. Our dedicated staff team work hard to ensure that both academic and pastoral care needs are at the heart of every decision made at Bishops Hull.

As a school we believe that both children and adults learn new things every day, building upon and retaining their existing knowledge.



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**BELIEF IN EVERY CHILD**

We are committed to ensuring that all children including those from disadvantaged backgrounds and those living with identified special needs are equipped for their next stage of their education.

We maintain that learning should be a rewarding and enjoyable experience for everyone and that it should be fun and memorable. Through delivering coherently planned and sequenced, high quality learning opportunities we endeavour to equip children with skills, knowledge and understanding necessary to be able to make informed choices as they progress in their educational journey through Bishop's Hull primary School.

**Richard Healey**

**Executive Primary Lead for The Blackdown Education Partnership (BEP)**



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BELIEF IN EVERY CHILD

## **Deputy Headteacher – Pastoral with SENCO, Safeguarding and teaching responsibilities**

**Full time, Leadership pay scale – L1 – L5**

We are seeking to appoint an enthusiastic and inspirational Deputy Headteacher, with Pastoral, SENCO and DSL responsibilities at Bishops Hull Primary School to start in September 2025. This role will be a key member of school staff and an integral member of the school Senior Leadership Team (SLT) supporting the Headteacher with the long term strategic view and day to day running of the school. The role also involves 2 days per week class teaching.

The successful candidate will have undertaken the NASENCO qualification and will take a proactive lead on SEND provision across the school, working alongside class teams, SLT, Governors and external agencies to give the best support for our children, staff and families.

You will be someone who is able to lead by example, inspiring others with high expectations, and a tangible belief that all children can sparkle acting as an advocate of positive behaviour management with an understanding of the value of building relationships with all stakeholders.

You will have proven leadership experience with the ability to motivate and empower others in line with the journey of school improvement and will be able to confidently analyse a variety of data to support school improvement actions and measure impact.

You will also have undertaken the DSL training and have experience of working as a deputy or designated safeguarding lead.

If you would like to visit our school prior to your application, please contact the school office to arrange an appointment on 01823 331624

**Closing date: Monday 19th May at 9:00am**

**Interviews: Wednesday 21st May**



# Job Specification

**Job Title:** Deputy Headteacher – Pastoral with SENCO, Safeguarding and teaching responsibilities  
**Location:** Bishops Hull Primary School  
**Responsible to:** Headteacher  
**Salary Grade:** L1 – L5  
**Working time:** Full time

## **Key Purpose of job:**

To be a key member of school staff and an integral member of the school Senior Leadership Team (SLT) acting as point of call for pastoral, behaviour, and safeguarding support among the whole staff.

## **Duties and accountabilities of post:**

- To act as the named SENDCo for the school and carry out duties in relation to this role, including regular staff training, implementing statutory updates, supporting classroom provision and being a regular point of contact for parents of children on the SEND register.
- Lead and be responsible for monitoring SEND interventions in terms of identification, timing, implementation, resourcing, outcomes, progress and impact at whole school level.
- To act as Deputy Designated Safeguard Lead (DDSL) and work closely with other Designated Safeguard Leads and carry out duties in relation to this role including regular staff training, statutory updates and reviews.
- Support the Headteacher in identifying and prioritising school needs, school improvement design, identification and implementation of the School Improvement Plan (SIP) and contribute to SLT discussion/decision making in relation to the strategic needs and direction of the school.
- Support the Headteacher in school evaluation and review, and in updating the SEF.
- Assist the Headteacher with Performance Management of staff and will carry out Performance Management of all EYFS TAs and 1:1 support TAs.
- Meet, in rotation with the Headteacher with TAs to provide support.
- Lead on Service families, Traveller Families, EAL and Children Looked After across the whole school and work alongside the HT to monitor provision and outcomes.



- Support the Headteacher in monitoring the provision and outcomes of children in receipt of Pupil Premium and support the Headteacher in reporting provision and outcomes of children in receipt of Pupil Premium.
- Support the Headteacher on monitoring, promoting and supporting attendance across the whole school.
- Have a whole school presence across all key stages and will deliver assemblies in the absence of the Headteacher.
- Lead on supporting children with medical conditions, including liaising with parents, staff training linked to the role and writing medical care plans.
- Lead the EYFS provision in the teacher's absence and liaise with the preschool staff.
- Attend all parent consultation meetings in collaboration with class teachers and be available for parental consultations/meetings throughout the year.
- Carry out in-year school entry meetings with new families joining the school (including in Reception).
- Support the Year 6 class teacher with KS2 to KS3 transition with a pastoral focus.
- Work in accordance with the Teaching Standards and carry out additional, reasonable expectations and requirements of the Headteacher and the Trust.

### **Other responsibilities**

- This role may involve traveling between schools within the Trust (and new ones that may join in the future). The reimbursement of travel costs to schools, other than your normal working location, will be as per the Trust's travel policy.
- To undertake additional duties as required, commensurate with the level of the job. To contribute to the effective working of the school/team;
- Maintain positive, professional relationships with students, parents / carers and colleagues;
- Maintain a presence around the school to ensure that the highest standards of behaviour are upheld;
- To participate in induction training, staff review processes and professional development opportunities;
- Commit to Equal Opportunities and Anti-Discriminatory Practice.
- The School operates a Smoke-Free Policy and the post-holder is prohibited from smoking or vaping in any of the Trust buildings, enclosed spaces within the curtilage of buildings, and vehicles;
- The post-holder will be expected to have an agreed working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, members of other agencies and community members;
- The post-holder is expected to familiarise themselves with and adhere to all relevant Trust Policies and Procedures;



- The post-holder must comply with the Trust's Health and Safety requirements specifically for the school they are working at;
- The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

As this post meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants who are offered employment will be subject to an Enhanced Disclosure and Barring Service Check (DBS) before the appointment is confirmed. This will include details of ALL cautions, reprimands or final warnings as well as convictions, whether "spent" or "unspent". Criminal convictions will only be taken into account when they are relevant to the post.

You have a duty of care for your own health and safety at work and that of others who may be affected by your actions at work.

**The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to a satisfactory Disclosure and Barring Service (DBS) Enhanced Disclosure Certificate.**



## Deputy Headteacher Person Specification - Knowledge, Skills & Experience

The successful candidate must be able to demonstrate the following specific attributes.

Qualifications/Training	Essential	Desirable
Good honours degree (2:2 or higher)	✓	
QTS status	✓	
NANSENCO Qualified	✓	
Relevant DSL Training	✓	
Experience		
Experience of leading a high performing team	✓	
Experience and evidence of securing improvement and/or managing change at whole school level	✓	
Experience of working as a deputy or designated safeguarding lead.	✓	
Experience of teaching in at least two schools		✓
Skills and Knowledge	Essential	Desirable
Ability to communicate effectively at all levels	✓	
Excellent interpersonal skills	✓	
The ability to set high and clear expectations, to hold others accountable for performance and the contributions they make to the school community	✓	
Proven record of exemplary teaching which has ensured good/ outstanding progress and achievement for pupils	✓	
Clear understanding of the characteristics of successful behaviour management	✓	
Ability to analyse data, develop strategic plans and set targets as well as monitoring and evaluating progress towards these to inform future development	✓	
Excellent organisational and time management skills – with the ability to prioritise workload and work to specific deadlines	✓	
Excellent ICT skills	✓	



Ability to deal sensitively with people and resolve concerns/conflict	✓	
<b>Behaviours</b>		
Understanding of and commitment to equality and diversity.		
Commitment to the protection and safeguarding of children		
Passion for supporting vulnerable pupils to fulfil their potential with a willingness to go the extra mile on their behalf		
Infectious enthusiasm and relentless positivity.		
Understanding of and commitment to Trust Values		
Capacity to work as part of a team as well as individually without supervision and under pressure		
Demonstrate a positive and pro-active approach to work and focussed on outcomes		
Demonstrate creativity, flexibility and responsiveness to change		
Commitment to continuous professional development of self and others to maximise skills/experience.		
<b>Other</b>		
Willing to undergo training and staff development to maximise skills and experience relevant to the post.		

