

# DORMERS WELLS HIGH SCHOOL DEPUTY HEADTEACHER RECRUITMENT PACK





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# CANDIDATE LETTER

Thank you for your interest in the Deputy Headteacher position at Dormers Wells High School. We are delighted to invite applications for this key leadership role and seek a passionate, motivated, and reflective individual to join our dedicated team.

Dormers Wells High School is a mixed community comprehensive school in the London Borough of Ealing, deeply committed to serving our local community. We strive to embody the core values of determination, wisdom, honesty, and service in all aspects of school life. Both students and staff take immense pride in the school, and visitors often remark on the warm, friendly, and high-achieving atmosphere we foster. Our students' excellent behaviour, pride in their uniform, and positive attitudes reflect the nurturing and purposeful environment we have cultivated.

Our vision is to empower students to take control of their futures, equipping them with the skills and opportunities to thrive in life. We maintain high expectations for all students' achievements, as validated by our most recent Ofsted report, which judged the school to be securely Good. However, we believe the true measure of a school's success lies not merely in its facilities or resources but in the strength and effectiveness of the people who form its community.

As Ofsted noted in 2021, "Dormers Wells High School is a nurturing environment. Pupils are happy and feel safe." Our student-centered curriculum is designed to inspire, stimulate, and challenge every learner. We take pride in the exceptional progress our students make. For instance, our school ranks in the top 2% nationally for progress in mathematics from Key Stage 2 to Key Stage 4 and in the top 3% nationally for humanities. By fostering a growth mindset and offering a flexible curriculum, we enable students to achieve rapid and sustained progress.

Our staff members are dedicated professionals with a genuine commitment to each student's well-being and development. Working closely with parents, we ensure the academic and personal needs of every child are met. Ofsted affirmed this in their report: "Lessons have a purposeful atmosphere. Pupils want to learn. They listen to staff and say that their teachers help them to do well."

At Dormers Wells High School, we place great emphasis on staff development. Our extensive training program is built around the Dormers 9, a shared language and framework for delivering outstanding teaching and learning. Additionally, we offer specific support for students with hearing impairments, ensuring their full integration into our inclusive school community.

We encourage you to explore our website for a glimpse into the outstanding experiences and achievements of our students. However, we warmly invite you to visit us in person. You will be greeted by well-presented, articulate, and courteous students, as well as a highly skilled and welcoming staff team. From the moment you step through our doors, you will experience the distinctive ethos of Dormers Wells High School—an environment of excellence in both education and personal development.

If you share our passion for education and are ready to contribute to the next stage of our journey, we would love to hear from you. Further details about the role, including the job description and person specification, are available in this pack and on the school website.

We look forward to receiving your application and the opportunity to welcome you to our community.

Yours faithfully,



Roisin Walsh  
Headteacher of Dormers Wells High School  
CEO of Dormers Wells Learning Trust



# APPLICATION PROCESS

## Deputy Headteacher (Teaching & Learning) Required for September 2025

**Salary: Inner London Leadership Scale L25 to L29 (£99,241-£108,483)**

### Application Process

#### How to Apply

All applicants must complete the application form, downloadable from the school website [www.dwhs.co.uk](http://www.dwhs.co.uk). CVs will not be accepted.

Visits to the school will take place on the mornings of the 10th, 14th and 15th January 2025. These can be arranged by contacting Rachel Mahoney on [rmahoney@dwhs.co.uk](mailto:rmahoney@dwhs.co.uk) or by telephone 0208 566 6446 ext. 314.

Completed applications should be emailed to [rmahoney@dwhs.co.uk](mailto:rmahoney@dwhs.co.uk) by 9.00am on Monday 20th January 2025.

#### Guidance notes on completing the supporting statement

A shortlist will be drawn up on the basis of the application form and supporting statement only. Candidates should pay particular attention to the Person Specification and address the highlighted criteria in a numbered format giving examples of recent experience and evidence.

For each of the highlighted criteria briefly outline:

- Your role at the time
- The action you took and the skills that you used
- The outcome and impact of your actions

Please also add a concluding section outlining how you believe that your educational philosophy has prepared you for the role of Deputy Headteacher at Dormers Wells High School.

#### Recruitment timeline

**Visits to the school: By appointment on the mornings of the 10th, 14th and 15th January 2025**

**Closing date: Monday 20th January 2025 at 9.00am**

**Shortlisting: Tuesday 21st January 2025**

**Interview dates: Thursday 23rd January 2025 and Friday 24th January 2025**

The school is committed to safeguarding children and expects all staff and volunteers to share this commitment. The school follows safe recruitment practices to protect children and vulnerable adults.

Successful applicants will be required to apply for an enhanced disclosure from the DBS. Further information can be found at <https://www.gov.uk/disclosure-barring-service-check>

The school reserves the right to research shortlisted candidates on social media platforms and the internet, and the recruitment panel may take this information into consideration during the recruitment process.

# JOB DESCRIPTION

## Deputy Headteacher (Teaching & Learning) Job Description

### General Duties

To undertake an appropriate programme of teaching.

In addition to the duties of a schoolteacher as set out in the current Schoolteachers' Pay and Conditions Document; and the duties of a Main Scale teacher as set out in the job description for Dormers Wells High School. To meet the appropriate teaching profession standards as set out by the DfE.

It is envisaged that over a period of time senior leadership responsibilities will be rotated between the Deputy Heads and other members of the Leadership Team. This is in order that all colleagues are equipped to gain promotion to a Headship through experience of a range of responsibilities. At present, however, the following will represent the principal responsibilities of the post holder.ion during the recruitment process.

<b>Job Title</b>	Deputy Headteacher Teaching & Learning/Pupil Progress
<b>Responsible to</b>	Headteacher
<b>Key Functions</b>	<ul style="list-style-type: none"><li>• To work in partnership with the Headteacher and other members of the Leadership Team (LT) to provide high level strategic leadership and operational direction for the school</li><li>• To lead, with other members of LT, the setting, maintaining, monitoring and improving standards in the school</li><li>• To be accountable for the area of responsibility - Teaching and Learning</li><li>• To be a driving force in supporting the school to be outstanding in every area</li><li>• To deputise for the Headteacher in their absence</li></ul>
<b>School Culture</b>	<ul style="list-style-type: none"><li>• To act as a role model in leading all staff in their own excellent leadership, their delivery of high quality teaching and learning, their continuous professional development and their professional presence in the school</li><li>• Demonstrates the vision and values in everyday work and practice</li><li>• Motivates and works with others to create a shared culture and positive climate</li><li>• Ensures that strategic planning takes account of the diversity, values and experience of the school and community at large</li><li>• To follow statutory guidance, Dormers Wells Learning Trust and school policies</li><li>• To participate fully in the school ethos and expectations</li><li>• To play a full part in the life of the school community, supporting our vision and encouraging and ensuring staff, pupils and students adhere to school expectations</li></ul>
<b>Leading Teaching and Learning</b>	<ul style="list-style-type: none"><li>• To personally, consistently deliver high quality teaching that leads to excellent student progress and outcomes</li></ul>

	<ul style="list-style-type: none"> <li>• Establish and sustain high-quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how pupils learn</li> <li>• Establish creative, responsive and effective approaches to learning and teaching</li> <li>• Ensure effective use is made of formative assessment</li> <li>• Monitor, evaluate and review classroom practice and promote improvement strategies</li> <li>• Challenge underperformance at all levels and ensure effective corrective action and follow up</li> <li>• To attend, prepare documentation and present information to Governors' Meetings and other meetings with stakeholders</li> </ul>
<b>Continuous School Improvement</b>	<ul style="list-style-type: none"> <li>• To contribute and lead on the implementation of the School Improvement Plan</li> <li>• To lead, alongside the Headteacher, in the operational work of the school on a day to day basis</li> <li>• Make use of effective and proportional processes of evaluation to identify and analyse complex or persistent problems and barriers which limit school effectiveness, and identify priority areas for improvement</li> <li>• Develop appropriate evidence-informed strategies for improvement as part of well-targeted plans which are realistic, timely, appropriately sequenced and suited to the school's context</li> <li>• Ensure careful and effective implementation of improvement strategies, which lead to sustained school improvement over time</li> </ul>
<b>Developing self and working with others</b>	<ul style="list-style-type: none"> <li>• To line manage Assistant Headteachers, and Curriculum Leaders, by providing regular support and challenge in a way which recognises good practice, supports their progress and results in a tangible impact on students' learning, progress and outcomes</li> <li>• To be responsible for ensuring that the school safeguarding policy is adhered to, and concerns are raised in accordance with this policy</li> <li>• To actively ensure the best presentation and reputation of Dormers Wells High School in the community</li> <li>• To carry out tasks as reasonably required by the Headteacher</li> <li>• Such other duties may be reasonably allocated by the Headteacher</li> </ul>

The school will support the continuing professional development of all staff, to ensure that their expertise is being kept up to date. As a member of the Senior Leadership Team this post is not subject to the directed time limitations attached to other teaching positions outlined in the Teacher's Conditions of Employment

This job description is not exhaustive and serves only to highlight the main requirements of the post holder. The line manager may stipulate other reasonable requirements. The job description will be reviewed regularly and may be subject to change.

# PERSON SPECIFICATION

## Deputy Headteacher (Teaching & Learning) Person Specification

In your application, you only need to address those aspects of the person specification which are highlighted in bold and italic. These and the other aspects of the person specification will be addressed further in the assessment and interview process.

E: Essential D: Desirable A: Application I: Interview T: Task

<b>Qualifications, Experience and Professional Development</b>			
1	Degree and QTS Status.	E	A
2	Relevant professional/management qualifications e.g. NPQH, Master's degree.	D	A
3	Professional development in preparation for Headship/Deputy Headship.	E	A
<b>Leadership and Management Experience</b>			
4	Experience as a Deputy or Assistant Headteacher or equivalent.	E	A
5	Successfully led, planned, managed and evaluated change which has had a significant impact on raising achievement at whole school level.	E	A/I/T
<b>Teaching Experience</b>			
6	Demonstrated outstanding, sustained and successful experience as a teacher in a secondary context.	E	A
<b>Qualities and Knowledge</b>			
7	Knowledge of the implications for teaching in a multicultural environment.	E	A/I
8	Have the capacity to drive change to bring about school improvement	E	A/I/T
9	<b><i>The ability to articulate a clear vision and philosophy of education.</i></b>	E	A/I/T
10	<b><i>Proven track record of contributing to the raising of educational standards whole school.</i></b>	E	A
11	<b><i>Proven track record of developing and producing lead documents focused on planning, monitoring and evaluating key areas within the school</i></b>	E	A/I/T
12	<b><i>Has successful experience of leading learning and teaching developments along with an understanding of the personalised learning agenda promoting excellence.</i></b>	E	A/I/T
13	<b><i>Experience of improving the quality of teaching and learning.</i></b>	E	A/I/T
14	<b><i>Experience of monitoring and evaluating the effectiveness of teaching and learning and curriculum provision, including its outcomes in terms of standards, achievement and personal development and wellbeing.</i></b>	E	A/I/T
15	Able to access, analyse and interpret information and data to support school improvement and the raising of standards.	E	A/T
16	<b><i>Have a proven track record of setting ambitious standards for all pupils, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes.</i></b>	E	A/I/T
<b>Leading and Managing the Organisation</b>			
17	Provide a safe, calm and well-ordered environment for all pupils and staff, focused on safeguarding pupils and developing their exemplary behaviour in school and in the wider society.	E	A
18	Have excellent interpersonal and communication skills across the spectrum of stakeholders.	E	A
19	Self-motivated with excellent organisational skills and the ability to prioritise workload effectively.	E	A
20	<b><i>Has experience of working with other schools and organisations - in a climate of mutual challenge - to champion best practice and secure excellent achievements for all pupils.</i></b>	D	A/I/T
21	<b><i>Experience of leading innovative AND evidence based CPD programmes including coaching to maximise teacher effectiveness at all careers stages.</i></b>	E	A/I/T
22	<b><i>Commitment to safeguarding and promoting the physical and emotional health and well-being of children and young people.</i></b>	E	A/I/T
<b>Personal Qualities</b>			
23	<b><i>Highly effective communicator (oral and written) with the skills and confidence to negotiate and consult across a wide range of decision makers and partners</i></b>	E	A/I/T
24	Dynamic, decisive and professional leadership with drive and energy to implement change	E	A/I/T



# WHAT CAN WE OFFER YOU

- Friendly and supportive environment
- Vibrant, mixed staff
- Positive student-staff relationships
- Certified CPD course programmes with access to a wide variety of training and qualifications
- An impressive wellbeing package, including access to physiotherapy services, flu vaccinations, nursing support, financial wellbeing coaching, menopause support services including counselling,
- Access to 24/7 GP Service
- Counselling services including CBT, emotional support and face to face sessions
- Access to a personal healthcare cash plan
- Virtual resources including nutritional advice, fitness programmes, online health assessment
- Cycle to Work Scheme
- Staff events and socials





# CONTINUING PROFESSIONAL DEVELOPMENT

The professional development of all our staff is a key priority to ensure that every member of staff at DWHS can perform at the highest level. This in turn ensures our students have both an outstanding learning and enrichment experience.

As a school we believe it is fundamental to our achieving an ethos of challenge and support that we project the whole school as a learning community. We believe, as a community of learners, we have a fundamental duty to ensure everyone associated with the school sees themselves as a lifelong learner.

- Our CPD programme within school covers a generous allocation of time for training within curriculum areas to focus on subject specific pedagogy. There is also training across teams via our Personal Learning and Teaching sessions where staff opt into the theme of their choice which is linked to a school priority.
- Professional Development – staff are given full support to undertake NPQ (National Professional Qualifications) and have opportunities to share their learning. A designated mentor is assigned to each member of staff to ensure a strong ethos of reflective practice.
- Coaching – There are experienced trained coaches within our school who support all staff new to a leadership role.
- External courses – there is a generous budget to support staff access to a wide range of high-quality specialist external courses and this applies to both our teaching and support staff. Access is also given to borough wide training.
- External speakers – as part of a diverse CPD programme we at times invite external speakers to our school to share their areas of expertise such as recently on challenging disproportionality and diversity within the curriculum.



# OUR SCHOOL

## VISION AND VALUES

Our vision is to empower students so that they are able to take control of their own future and have enhanced life chances as a result of learning with us. We are academically ambitious for our students: everyone matters.



### **Determination:**

We never give up



**Wisdom:** We respond to problems in a calm and balanced way



**Honesty:** We are open and true to ourselves and others



**Service:** We contribute to our school and to the wider community

We want our students to become independent learners, who are critical in their thinking, informed in their choices, and confident in their ability to succeed in the modern world. We also want students who are respectful and tolerant, driven and confident, and who strive for the best. In addition to their academic lives we also want our students to benefit from extra-curricular experiences in the arts, sport and culture, which will help them become well rounded balanced adults.

## AIMS

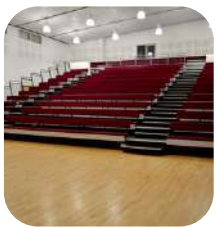
- educate and develop students to the highest standards according to their ability, providing equal opportunity for all, and promoting the fulfilment of each student's potential in the academic, cultural and sporting fields;
- provide an orderly and caring learning environment which combines high expectations with the support necessary to challenge and fully develop students intellectually, morally and socially;
- engender a sense of community, loyalty and mutual respect within the School, and promote a partnership between students, staff and parents;
- encourage positive engagement with the wider community;
- foster initiative and independent judgement, and encourage students to take responsibility for their conduct, learning and future plans;
- promote the development of the self-discipline, confidence, leadership, knowledge and skills that are required to progress in modern society and the world of work, including entrepreneurial skills and those related to the use of new technologies;
- provide appropriate information to allow students to make informed decisions on personal, social and environmental issues;
- cultivate an attitude of service to others.



# FACILITIES

Dormers Wells High School offers a wide variety of facilities as a Mathematics, Computing, Applied Learning and Leading Edge Specialist School.

- Spacious, purpose built specialist learning areas
- A spacious, resourceful library
- A large, modern dining hall
- A central hall with movable bleacher seating
- Interactive whiteboards (IWBs) in all classrooms
- Dual interactive whiteboards in sixteen classrooms
- Hearing impaired provision with sound fields throughout the school and in classrooms
- Ten state of the art science laboratories
- IT suites in every department and suits including Apple Macs
- Designated music rooms including a recording studio and two practice rooms
- Three purpose built drama studios
- An amphitheatre
- Four modern technology workshops
- A horticulture zone including a learning space, gardens and allotments
- Multi use games area (MUGA)
- A cricket pavilion
- On site outdoor sports field including long jump, cricket wicket and cricket nets
- Access to the Leisure Centre: sports hall, swimming pool, weights and fitness facility, dance and aerobics area



# CURRICULUM

We have a diverse curriculum which ensures that all our students receive a high-quality learning experience. In confirming our commitment to the broad and balanced principles of our curriculum we celebrate our expertise in mathematics and computing to drive excellence and innovation.

The school's curriculum enables our students to become:

- confident, resilient individuals, who aspire to excellence and make outstanding progress leading to high quality qualifications.
- responsible citizens who make a positive contribution to society including their local community and the wider international world in which they exist thereby embedding our core values of respect and co-operation.

Our curriculum at KS3 is well balanced and we offer a wide choice of subjects at KS4 and KS5. At the heart of all our work is the spiritual, moral, social and cultural development of our young people.

Students participate in a weekly assembly and a thought for the week, celebrating world religions and exploring philosophical concepts. Citizenship, Personal, Social, Health Education (CPSHE) including Sex and Relationship Education (SRE) are, as with all subjects, taught with sensitivity.

Our ambitious curriculum enables students to achieving outstanding outcomes. Our Progress 8 score for 2023 was 0.69. Further to this 82% of students achieved passes in both English and maths, with 60% achieving strong passes in both. All of these figures are significantly above the national averages.





# ENRICHMENT

School trips and educational visits are a powerful, positive teaching tools that enhance the social, personal, and emotional development of all students and teachers.

At Dormers Wells High School, we believe learning opportunities outside the classroom enhance learning inside the classroom. We therefore offer a diverse range of enrichment activities and school trips to each year group which include:

- Residential visits
- Mathematics activities
- Educational and cultural visits organised by curriculum areas and pastoral teams
- Arts and media days
- Humanities project events
- Sporting competitions, fixtures and clubs
- Curriculum area field trips (e.g. Swanage Residential field trip in Year 10)
- Language overseas trips to France and Spain
- Duke of Edinburgh Award
- Business Enterprise activities
- University visits
- Dormers Wells Careers fair
- Performing Arts productions and visits
- Science week
- Guest speakers
- House competitions
- International Evening
- Jack Petchey competitions
- Computing and ICT workshops





# CONTACT

Dormers Wells High School  
Dormers Wells Lane  
Southall  
Middlesex  
UB1 3HZ

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Fax: 0208 813 2411  
Email: [info@dwhs.co.uk](mailto:info@dwhs.co.uk)  
Vacancies: [RMahoney@dwhs.co.uk](mailto:RMahoney@dwhs.co.uk)

School day: 8:50am - 3:15pm  
Reception available from 8am - 5pm.

