



## **APPLICATION PACK**

ACADEMY: Great Sankey High School

**ROLE:** Deputy Headteacher (Quality of Education)

**START DATE:** September 2024

**SALARY:** £71,729 - £79,112 (Grade L18 – L22)





### **CONTENTS**

PAGE	ITEM
3	Message from Omega Multi-Academy Trust
5	Message from the Headteacher
8	Job description
13	Person specification
19	The selection process
21	Staff benefits & wellbeing





### **MESSAGE FROM THE TRUST**

Dear Applicant,

We are delighted that you are considering applying for a role at Great Sankey High School, part of Omega Multi-Academy Trust. Your interest comes at an important and exciting time in the development of the trust and the implementation of our new three-year strategic plan. Our mission and aims sit at the heart of our strategy; to provide the best school experience possible for every child, and to be the best employer we can be.

Formed in 2018, Omega Multi-Academy Trust is a cross-phase group of six schools serving the metropolitan Borough of Warrington and the City of Liverpool. Our schools are firmly rooted in their communities and respond to their needs with local understanding and knowledge, retaining their unique identities. We strongly believe in the power of genuine collaboration and school-to-school support, so as a trust, we exploit every opportunity that arises to embrace the sharing of best practice, celebrating our many strengths whilst learning together from our mistakes.

We pride ourselves on nurturing a culture of inspiring education which emphasises the knowledge, skills and experiences that will enable pupils to be resilient and aspirational. We invest in our staff and embed innovative, high-quality teaching and learning into our curriculum whilst keeping the best interests of our students at the heart of everything we do.

In my role as Chief Executive Officer, it is a privilege to witness the drive and determination of our staff who have welcomed our new strategic vision so enthusiastically. The strategic plan, as well as having a necessary focus on school improvement as standard, includes a focus on you, the people who help and support our children and young people to stay safe and thrive.

If we are successful in our mission, we will have ensured our schools provide:

- World-class teaching that promotes exceptional learning.
- Bespoke pastoral care that nurtures our students' aspirations.
- Inspiring learning environments, where our students can make mistakes and overcome them to become the best version of themselves.
- Industry-leading professional development for all colleagues, investing in our teams to support them in fulfilling their personal and professional ambitions.





The hard work is paying off and whilst we know our work is far from complete, we are proud to have reached some key milestones. In recent months we have achieved:

- Extremely positive outcome from Ofsted's recent Summary Evaluation of our Trust, commenting on our rigorous approach to staff development, our development of leaders and our strong commitment to staff wellbeing. Inspectors commented that our offer makes Omega Multi-Academy Trust an attractive employer.
- Strong outcomes in each of the Ofsted Inspections
- Strong outcomes in Early Years, Key Stage 1 and Key Stage 2.
- Strong or improving outcomes in both Post-16 and GCSE examination cohorts at our two Secondary Schools.

Our dedicated staff and committed team of Trustees and Governors are relentless in their aim of creating truly world-class schools. Our Headteachers are empowered to create schools that reflect the communities they serve, yet we encourage our schools to be externally focused, obsessive in their quest to learn from the very best, never leaving opportunities for improvement to chance. We see vacancies such as this as an opportunity to attract new talent, bringing the best practice into our trust. By joining us, you become a crucial part of the team that will deliver our vision. Together, we will transform lives.

Yours faithfully,

Mr Christian Wilcocks

CEO Omega Multi-Academy Trust





# MESSAGE FROM THE HEADTEACHER

Thank you for your interest in Great Sankey High School and the Deputy Headteacher role. This position has become available following the promotion of the current postholder to her first Headship. This is an exciting time to join a Senior Leadership Team committed to improving provision and outcomes for all of our students. I am delighted to share this amazing opportunity at Great Sankey High School, as we seek to recruit a talented and aspirational professional to join our team.

I am proud to be the Headteacher of the school and I aim to make Great Sankey High School an employer of choice who provides excellent teaching and learning with passion and purpose, based on our core values of Growth, Respect, Excellence, Aspiration and Teamwork. Our mission is for everyone in our school to be happy and inspired by their school experience and for our staff this means working in a warm, welcoming and purposeful environment. This position is key in helping us to empower students to harness their own creativity, to raise their aspirations and to achieve their potential.

Great Sankey High School was judged as 'Good' overall by Ofsted in our most recent inspection in March 2023. We aim to continue a journey of improvement and transformation and I am determined to provide an exceptional quality of education and culture for all students, with the ambition that all will excel both academically and as aspirational and inspirational young people. There is no better time to join us, as a colleague, a leader or a student.

Our philosophy is grounded equally in securing the highest professional standards and supporting and caring for all professionals. Great Sankey High School is a founder member of Omega Multi- Academy Trust and all staff benefit from exceptional networks and opportunities. A broad and varied professional development package is available, driven by the latest educational research with a focus on the development of all professionals at each career stage. Colleagues who train with us, grow with us and progress with us.

The school is situated close to local transport links and is easily accessible from areas in the North-West. Our School has been over subscribed for a number of years and now boasts over 2100 students across Key Stages 3, 4 & 5. The school has Barrow Hall College, a large school based sixth form. Students and staff are incredibly proud of their school and are determined to work together to secure further improvements and achievements.





Great Sankey High School benefits from increasingly impressive facilities and ongoing projects. The school has seen significant investment in a building and refurbishment programme, resulting in a range of new specialist science classrooms and new sports accommodation.

So, if you are eager to join a forward-thinking organisation committed to securing the highest educational, professional and personal standards, are keen to learn, develop and work with colleagues, students, parents and the community and are passionate about transforming student lives and the opportunities provided to our communities then we would be delighted to hear from you.

We are looking for a Deputy Headteacher with the drive and experience to ensure that our students make even further progress over the coming years and to improve outcomes of all students.

To arrange an informal discussion or tour of the school please contact Jen Lewis, Headteacher's PA, on 01925 724118 or email <u>i.lewis@gshs.omegamat.co.uk</u>

Yours sincerely

Mr Gary Evans Headteacher





My own personal journey has given me fantastic career progression, which has allowed me to hold several positions of responsibility including KS3 Science Co-ordinator, Aim Higher Co-ordinator, Teaching and Learning Co-ordinator, Specialist Leader of Education, Head of Biology, Head of Science, STEM Leader and after completion of my NPQSL, most recently, Head of the Sixth form provision, Barrow Hall College..

My professional development is testament to Omega MAT's commitment to staff development which over the years has allowed me to progress in a school where our shared values do mean that we are great in name and greatest together.

Helen Stones
Assistant Head Teacher — Director of Key Stage 5



### JOB DESCRIPTION

Academy: Great Sankey High School

Job Title: Deputy Headteacher (Quality of Education)

**Grade:** L18 – L22

Accountable to: Headteacher

Contract type: Permanent, Full Time

Closing date: 19th April 2024 at 9:00am

The successful candidate will be able to demonstrate clear leadership qualities and a commitment to team-work, and who recognises and is comfortable with the concept of networking beyond the school to seek out best practice and generate fresh ideas. The person appointed will have well-developed management capabilities and be able to demonstrate a degree of technical skill relevant to the post described, together with the confidence to take a leadership role within a team of experienced colleagues.

#### Core purpose of Leader

- To have responsibility for the strategic development of the school's curriculum and assessment.
- To support the aims of the school and its ethos, actively promoting our core values.
- To be an active member of the Senior Leadership Team.
- To assist the Headteacher in leading and managing the school.
- To support and represent the Headteacher at meetings as and when required.
- To undertake the professional duties of the Headteacher during his absence.
- To play a major role under the overall direction of the Headteacher, and in liaison with the other Deputy Headteacher, in formulating and reviewing the School Improvement Plan, aims and objectives of the school by: establishing the policies through which they shall be achieved; managing staff and resources to that end; and monitoring progress towards their achievement.
- To raise standards of attainment and maximise student achievement, monitoring and supporting student progress.
- To be accountable for the standards achieved by students across the school and
  in particular in line managed areas of the curriculum and / or pastoral areas,
  setting and striving to attain and exceed statutory, whole-school targets in
  conjunction with the SLT and Governing Body.





- Working with other senior leaders and directing their work with the middle leadership group.
- Have the SLT overview of the examinations and cover setting processes so that they
  are well managed and reflect the needs of GSHS.
- Contributing to effective personnel management, including recruitment, performance management, professional development, etc.
- Supporting our work with other schools as appropriate.
- Teaching a 4-5 period a week timetable.
- Directly line managing senior and middle leaders and support staff.
- Acting as a strong presence in school on a day to-day basis.

#### Strategic Direction and Development (to contribute to)

- Maintaining and developing the ethos, values and overall purposes of the school.
- Formulating the aims and objectives of the school and policies for their implementation, ensuring the consistency of their application.
- Creating development plans, as appropriate, to translate school aims and policies into actions.
- Monitoring and evaluating the performance of the school.
- Implementing the Multi-Academy Trust's and the Governing Body's policies on equal opportunity issues for all staff and pupils in relation to sex, gender, race, disability and special educational needs and disabilities.
- The efficient organisation, management and supervision of school routines.
- To monitor, evaluate and review standards of pupil progress and manage subsequent changes to policy and practice.
- To monitor actively the quality of teaching, evaluating strengths and areas for improvement, producing and implementing improvement plans as appropriate.
- To liaise with partner schools, parents and external agencies as appropriate.

#### **Teaching and Learning**

- To promote high standards of Teaching and Learning, establishing common standards of practice, leading by example.
- To monitor actively and respond to curriculum development and initiatives related to teaching practice and methodology at national, regional and local levels.
- To lead the development, organisation and implementation of the school's curriculum and contribute to school policies on curriculum, teaching and learning styles, assessment, recording and reporting in keeping with designated responsibilities.
- To ensure that the teaching and learning provided by different departments and teaching teams form a coordinated, coherent curriculum entitlement for individuals.





- To ensure that information on pupil progress is used to improve teaching and learning to inform and motivate pupils, to inform parents, to provide necessary references for other educational institutions and employers, and to aid governors in their future management of the school.
- The promotion of extra-curricular activities in accordance with the educational aims of the school.
- To be responsible for leading, managing and developing initiatives to promote effective standards in the classroom.
- To undertake the normal responsibilities of the class teacher as set out in the current School Teachers' Pay and Conditions Document and in the school's class teacher job description, including the provision of cover for absent teachers.
- To be responsible for specific teaching class/es and/or year groups, as designated by the timetable each year.

#### **Leading and Managing Staff**

- Offer strategic leadership and management of the whole school in all curriculum matters.
- To participate in the selection and deployment of teaching and nonteaching staff of the school, actively involved in the appointment process for new staff, following safer recruitment training.
- To participate in Appraisal arrangements made in accordance with the regulations and school policy for the performance of teachers in school.
- To promote teamwork and motivate staff to ensure effective working relations.
- To contribute to good management practice by ensuring positive staff participation, effective communication and procedures.
- To lead meetings as designated, providing information in advance and action-based minutes as outcomes.
- To take a lead in disseminating core, national initiatives and development,
   which may have a whole- school impact, to all teaching staff as appropriate.
- To contribute to staff development policies in relation to the induction of new, newly qualified teachers, ITT trainees and other staff; the provision of professional advice and support and the identification of training needs; students under training/work experience.
- To demonstrate effective leadership, representation and liaison both within the school and other interested or involved persons or bodies.
- To maintain good relationships with individuals, groups and staff unions and associations.





#### **Efficient and Effective Deployment of Staff/Resources:**

- To contribute to the formulation of the school's policies and procedures concerning resource management.
- To allocate, control and account for those financial and material resources of the school which are delegated by the headteacher.
- To promote an attractive environment, which stimulates learning and enhances the appearance of the school.
- To contribute to arrangements for the security and effective supervision of the school buildings, their contents and grounds, including aspects of health and safety.
- To maintain effective working relationships with external agencies and services contracted to the school.
- To advise and assist the governing body as required in the exercising of its functions including attending meetings and making reports.
- To help in maintaining and developing effective communications and links with parents and to provide positive responses to concerns and problems regarding their children's education.
- To assist liaison with other educational establishments in order to promote the continuity of learning, progression of achievement and curriculum development.
- To assist liaison with other professional bodies, agencies and services.
- To develop and maintain positive links and relationships with the community, local organisations and employers.
- To promote a positive image of the school.
- To ensure that the school plays a constructive role in the life of the community and that its curriculum draws on the nature and resources of that community.

#### Accountability:

 To be accountable for leading, managing and developing designated areas of responsibility within the School Improvement Plan, including those areas line-managed and those of wider, collective responsibility, by undertaking regular planning and evaluation with colleagues.



#### Other:

- To be accountable for the standards achieved by students across the school and in particular in line managed areas of the curriculum, setting and striving to attain and exceed statutory, whole-school targets in conjunction with the SLT and Governing Body.
- To undertake regular evaluations of practice, including value for money audits of budget cost centres for which there is direct responsibility and the writing of reports for SLT and the Governing Body as requested.
- Taking school assemblies and participating in lunchtime and after school supervision.
- Supporting the leadership team on results days for public examinations.
- Attending relevant governing body meetings and school events.
- Any other reasonable duties as requested by the Headteacher.

This Job Description forms part of the contract of employment of the person appointed to the post. It reflects the position at the present time only and may be reviewed in negotiation with the employee in the future. The appointment is subject to the current conditions of employment in the School Teachers' Pay and Conditions Document as they relate to Deputy Headteachers.





### PERSON SPECIFICATION

**Academy: Great Sankey High School** 

Job Title: Deputy Headteacher (Quality of Education)

You should be able to demonstrate that you meet the following criteria which are all essential:

E= Essential D=Desirable

Measured by:

A=Application Form

T=Test/Exercise

P=Presentation

I=Interview

R=Reference

You will be required to safeguard and promote the welfare of children and young people. Candidates failing to meet any of the essential criteria will automatically be excluded. The application form must be fully completed and legible. The supporting statement should be clear, concise and related to the specific post. There should be no unexplained gaps in career history.

	QUALIFICATIONS	
E	Qualified teacher status	Α
E	Degree	Α
D	Post-graduate/Other leadership-related qualification	Α

	EXPERIENCE	
E	<ul> <li>Experience of school leadership, including:</li> <li>Building relationships with children and their parents, particularly the most vulnerable;</li> <li>Working and communicating effectively with relevant agencies;</li> <li>Implementing and encouraging good curricular/staffing practice in a team.</li> </ul>	A/I
E	Demonstrable evidence of developing and implementing strategies to help children and their families.	A/I
E	Experience of handling large amounts of sensitive information and upholding the principles of confidentiality.	A/I
E	Excellent record keeping skills and attention to detail, in order to produce reports, take minutes of meetings and document safeguarding concerns.	A/I





	EXPERIENCE	
E	Commitment to demonstrating responsibility for safeguarding and promoting the welfare of young people	A/I
E	Relevant knowledge of legislation and guidance on safeguarding and working with young people, including knowledge of the responsibilities of the schools and other agencies	A/I

	PROFESSIONAL DEVELOPMENT	
D	Evidence of appropriate and recent professional development for the role of deputy headteacher	A/I
D	Evidence of recent leadership and management training	A/I

	SCHOOL LEADERSHIP AND MANAGEMENT EXPERIENCE	
D	Substantial and current experience as a senior leader in a secondary school	A/I
E	Active and effective leadership of a team / key stage/ curriculum area/ department	A/I
D	Be able to demonstrate successful/effective leadership in a school in a similar community / facing similar challenges	A/I
E	To have taken an active involvement in school self-evaluation and development planning	A/I
E	To have implemented and developed a whole school initiative	A/I
D	To have had responsibility for policy development and implementation	A/I
D	To have had experience of and ability to contribute to staff development across the secondary/post-16 range. (E.g. coaching, mentoring, INSET for staff).	A/I





	EXPERIENCE AND KNOWLEDGE OF TEACHING	
D	Experience of teaching in more than one school	A/I
D	Experience of teaching in a school in similar circumstances/ serving a similar community.	A/I
D	To have taught across KS3/4/5	A/I
E	Significant teaching experience within the secondary phase	A/I
E	To have a knowledge and understanding of Key Stages $3/4/5$	A/I
Е	To be able to effectively use data, assessment and target setting to raise standards/address weaknesses	A/I
E	To be able to exemplify how the needs of all pupils (SEND, AEN, AGT, EAL, PPG, GRT) have been met through high quality teaching.	A/I

	PROFESSIONAL ATTRIBUTES	
Е	Demonstrate an awareness of the needs of the pupils at GSHS and how these could be met.	A/I
E	Able to demonstrate a clear rationale for behaviour management and a proven track record of the effective implementation of a range of behaviour management strategies.	A/I
E	Excellent written and oral communication skills (which will be assessed at all stages of the process).	A/I
E	To be a leader of learning demonstrating, promoting and encouraging outstanding classroom practice.	A/I
E	Show a good commitment to sustained attendance at work	A/I

	PROFESSIONAL SKILLS	
Е	A Deputy Headteacher is expected to be working within/towards the National Standards of Headship.	A/I





	QUALITIES AND KNOWLEDGE	
E	Hold articulate clear values and moral purpose focused on providing a world-class education for the pupils at GSHS.	A/I
E	Demonstrate optimistic personal behaviour, positive relationships and attitudes towards their pupils and staff, and towards parents, governors and members of the local community.	A/I
E	Lead by example – with integrity, creativity, resilience, and clarity – drawing on their own scholarship, expertise and skills, and that of those around them.	A/I
E	Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development.	A/I
E	Work with political and financial astuteness, within a clear set of principles centred on the school's vision, ably translating local and national policy into the school's context.	A/I
E	Communicate compellingly the school's vision and drive the strategic leadership, empowering all pupils and staff to excel.	A/I

	PUPILS AND STAFF	
E	Demand 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.	A/I
E	Secure excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and pupils' well-being.	A/I
E	Establish an educational culture of "open classrooms" as a basis for sharing best practice within and between schools, drawing on and conducting relevant research and robust data analysis.	A/I
E	Create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.	A/I
D	Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning	A/I
E	Hold all staff to account for their professional conduct and practice	A/I





	SYSTEMS AND PROCESSES	
E	Ensure that the school's systems, organisation and processes are well considered, efficient and fit for purpose, upholding the principles of transparency, integrity and probity.	A/I
E	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.	A/I
E	Establish rigorous, fair and transparent systems and measures for managing the performance of all staff, addressing any underperformance, supporting staff to improve and valuing excellent practice.	A/I
E	Welcome strong governance and actively support the governing body to understand its role and deliver its functions effectively – in particular its functions to set school strategy and hold the headteacher to account for pupil, staff and financial performance.	A/I
E	Exercise strategic, curriculum-led financial planning to ensure the equitable deployment of budgets and resources, in the best interests of pupils' achievements and the school's sustainability.	A/I
E	Distribute leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account for their decision-making.	A/I

	PERSONAL QUALITIES	
Е	Continue to promote GSHS's strong educational philosophy and values	A/I
E	Inspire, challenge, motivate and empower teams and individuals to achieve high goals	A/I
E	Be approachable and person-centered.	A/I
E	Demonstrate personal enthusiasm and commitment to leadership aimed at making a positive difference to children and young people	A/I
E	Build and maintain quality relationships through interpersonal skills and effective communication	A/I
E	Demonstrate personal and professional integrity, including modelling values and vision	A/I
Е	Manage and resolve conflict	A/I





	PERSONAL QUALITIES	
E	Manage and resolve conflict	A/I
E	Prioritise, plan and organise themselves and others	A/I
E	Think analytically and creatively and demonstrate initiative in solving problems	A/I
E	Be aware of their own strengths and areas for development and listen to, and reflect constructively and act upon as appropriate, feedback from others	A/I
E	Able to empathise appropriately and take necessary steps	A/I
E	Demonstrate a capacity for sustained hard work with energy and vigour	A/I
E	Demonstrate impact and presence	A/I

	PRE-EMPLOYMENT CHECKS	
E	Positive recommendation from all referees, including current employer	R
Е	DBS Clearance post appointment	N/A





### THE SELECTION PROCESS

#### **HOW TO APPLY:**

Thank you for taking time to read and digest our information. If you wish to apply for this post with Omega Multi-Academy Trust then you should:

- If you would like to discuss this role with the Headteacher or take a tour of the school, please email Jen Lewis at <a href="mailto:i.lewis@gshs.omegamat.co.uk">i.lewis@gshs.omegamat.co.uk</a> with your request.
- Download and complete the Omega Multi-Academy Trust application form
- Complete the application form fully, ensuring all details are accurate and all declarations
  are signed. Please ensure you enclose two professional referees, one being your current
  employer (with name and email addresses if possible). There must be no unexplained gaps
  in your career history.
- Ensure you fully complete the relevant skills and experience section of the form, addressing
  the key characteristics and experiences outlined in the person specification, along with
  details of the unique contribution that you could make to the future success of Great
  Sankey High School. CVs cannot be accepted.
- Email completed application forms to recruitment@omegamat.co.uk by the deadline below

PLEASE NOTE THE REQUIREMENT TO ATTACH YOUR APPLICATION FORM AS A SEPARATE DOCUMENT TO YOUR EQUAL OPPORTUNITIES FORM WHEN EMAILING YOUR APPLICATION TO US.

#### TIMETABLE FOR THE SELECTION PROCESS

Closing date for applications
Shortlisting
Interviews
Start date

19th April 2024 at 9am Week beginning 22<sup>nd</sup> April 2024 Week beginning 29<sup>th</sup> April 2024 September 2024







### STAFFWELLBEING & BENEFITS

Omega Multi-Academy Trust is committed to attracting, developing and retaining top talent to achieve high performance across all school communities. Vital to pursuing this aim is the recognition of employees for exceptional performance, behaviour and achievements. Our offer encourages such recognition of individuals and teams through a range of formal and informal methods. We are committed to encouraging positive work environments that promote the physical and mental wellbeing of our staff. The capability, capacity and comfort of our colleagues is a priority for us.

Omega MAT Plus+ is an exclusive suite of benefits that is on offer to every colleague across the Trust. This is a gateway to a huge range of exciting benefits, including an Employee Assistance Programme. There is 24/7 health and wellbeing support available for everyone, as well as fabulous discounts against big brands and many high street stores.



Discounts against big brands and high street stores including supermarkets, holidays, leisure activities, cinemas and restaurants



An offer to purchase home technology and personal electronic devices by spreading the cost and also making savings on your Tax and National Insurance contributions via our salary sacrifice schemes



An offer to purchase a cost effective way to get new cycling equipment and bicycles by spreading the cost and also making savings on your Tax and National Insurance contributions via our salary sacrifice schemes.



An offer to purchase an electric car by spreading the cost and also making savings on your Tax and National Insurance contributions via our salary sacrifice schemes.



Discounted corporate memberships access to 3700 gyms, health clubs and leisure centres across the UK



### STAFFWELLBEING & BENEFITS



Access to the Health Assured Health Portal. Containing an online library of wellbeing information, including articles, videos, and self-help guides to provide support on a range of health and advisory issues to aid your physical and mental health.



Video or phone consultation with a GP at a time that suits you.



Legal, money advice and personal support and guidance.



Transform brings together a carefully created suite of wellbeing tools, including hundreds of workout classes, motivational messages, mental health support, healthy recipes, tools for a better night's sleep and stress management techniques.



Free on-site parking at all school locations.









#### **Great Sankey High School**

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#### Omega Multi-Academy Trust

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