

Deputy Headteacher
Permanent Position
L12 - L16



Creating future leaders who are kind,
confident and successful

Welcome to Newby!

Dear Candidate,

Welcome to Newby and thank you for your interest in this exciting position at our school. We are looking for a new member of our forward thinking, research driven leadership team.

Our school vision, 'Creating future leaders who are kind, confident and successful,' applies to everybody at Newby. It reflects our passionate commitment to learning and the recognition of the uniqueness of individual learners. It is driven by our desire to offer the best possible education for our pupils in partnership with parents and the local community. We believe our approach will inspire a love of learning and unlock the potential that lies within all of our children. Our ambition is to prepare them to be kind, confident and successful citizens both now and in the future.

The same principles also apply to our staff. We believe truly in Richard Branson's ethos of 'training people so they are so skilled they could move on but treating them so well they don't want to.'



We are a happy school looking for 'can do' people who believe in going the extra mile, and who have a growth mindset, continuously exploring and developing. We believe we are creating a culture of curiosity which leads to an open, innovation-friendly environment where the whole team contribute effectively to our school's success.

If the above sounds like something you'd like to commit to and is a context where you feel you could grow, we may well be the school for you.

Gareth Baterip

Proud Headteacher of Newby Primary School

About Newby!

Newby is a two-form entry Primary School, with a 39 place morning nursery, catering for children aged from three to eleven.

The school is in West Bowling, one mile south of Bradford City Centre, and ten minutes from the M606, giving easy links to the M62. Unlike many inner-city schools, Newby has a settled population. 93% of our children stay with us from Reception until Year 6. Our families are ambitious, upwardly mobile and caring members of society.

The school was rebuilt in 1985 and has had several improvements and additions since then. We are unusual in that many of our classrooms remain 'open-plan' and we are in the process of developing our environment.



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We pride ourselves on providing a warm, welcoming and modern environment for our community.

In addition to our main school building, we have a separate Sports Hall with a well-resourced art room, a multi-use games area, and two separate blocks comprising our Community Room and additional meeting, PPA and office space in the School House. These facilities result in us being able to offer a broad range of activities and events across the school year.

Please look at our school website to really get a flavor of our unique and special school.

www.newbyprimary.co.uk



Teaching at Newby

What makes us different?



Every school will tell you that it is unique—and there is a lot of truth in that—but we've tried to list the things that we do differently at Newby.

To truly appreciate it we would welcome you to come and visit to see for yourself.

The Environment:

We believe passionately in the importance of a purposeful, calm and inviting environment. We are developing our classrooms so that they reflect our pedagogical approach.

Curriculum:

We have a new, innovative and bespoke curriculum led by the newly introduced 'Curriculum Leadership Team'. Subjects are organised under 'Big Questions' which provoke debate and discussion and allow children to tussle with some important concepts.

Children's work is culminated in 'Beautiful Work Books' as a means of expressing what they have learnt and not what they have 'done.'

We know that our children learn best through experiential learning, so we bring the curriculum to life through trips out of school and visitors coming into school. We are passionate believers of Sustained Shared Thinking and have fully embedded this into our EYFS & KS1 practice, with plans in place to further extend this into KS2.





Staff Development:

We use coaching at the heart of our work together. Our CPD addresses both pedagogical and subject pedagogical development and is always underpinned by research. Formal observations have been replaced with coaching opportunities where every teacher takes control of their own development.

Teachers have the time to focus on 'honing their skills.' Subject leadership of all subjects is recognised with a TLR and is not a UPS expectation. We feel it is important all staff have the opportunity to grow and develop as classroom practitioners, using research to 'test' and embed the strategies which have the biggest impact on learning.

Team work:

We see working together as a team as a real strength. Each year group consists of a shared open plan learning space with separate class spaces. Year group teams comprise of two class teachers and support staff. This enables a flexible and responsive approach to teaching. Each year group team takes PPA time together. This enables a collective responsibility for learning across the year group with collaborative lesson planning and shared resources being the norm.



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Job Description/Person Specification

Core Purpose

Newby Primary School is a school with an excellent reputation. Standard of behaviour are excellent and children make good progress as they move from Early Years to Key Stage Two.

The core purpose of the Deputy Headteacher is to assist the Headteacher in providing professional leadership and management for our school. The school objectives are to ensure high quality education and personalised learning for all its pupils and high standards and achievement in all areas of the school's work. The School will expect the Deputy Headteacher to lead by personal example in demonstrating a full and professional commitment to excellence in primary education.

The Deputy Headteacher will be expected to adapt and promote the school vision which is 'To create future leaders who are kind, confident and successful. Leaders of themselves; Leaders of their Community; and Leaders of their world.

Deputy headteachers occupy an influential position within the school and are expected to use this influence to support the agenda for achieving standards with the school.

Deputy headteachers are lead professionals and significant role models within the school and the local community they serve. The jobholder will carry out the duties of a deputy headteacher as set out in the current edition of the School Teachers' Pay and Conditions Document issued by the Department for Education. A person appointed as a deputy headteacher, in addition to carrying out the professional duties of a teacher other than a headteacher, must play a major role under the overall direction of the headteacher in:

- formulating the aims and objectives of the school;
- establishing the policies through which they are to be achieved;
- managing staff and resources to that end;
- and monitoring progress towards their achievement;

The Deputy Headteacher will be expected to undertake any professional duties of a headteacher reasonably delegated by the Headteacher.

It is expected that the Deputy Headteacher has the skill set, knowledge and experience to lead on any element of school development, dependent on the needs of the school at any given point in time.

Where the Headteacher is absent from the school the Deputy Headteacher must undertake their professional duties to the extent required by the Headteacher or the relevant body/governing body.

This Job Description is based around the three domains identified in the 2020 National standards of excellence for Headteachers. These three domains being 1) Culture and Ethos; 2) Curriculum and Teaching; 3) Organisational Effectiveness. It also uses the 'Ethics and Professional Conduct' outlined in the same standards.

Standard Domain	Attributes required
<p>Culture and Ethos</p>	<p>Under the direction of the headteacher, the deputy headteacher will:</p> <ul style="list-style-type: none"> • Create a culture where pupils experience a positive and enriching school life • Uphold educational standards in order to prepare pupils from all backgrounds for their next phase of education and life • Ensure a culture of staff professionalism • Encourage high standards of behaviour from pupils, built on rules and routines that are understood by staff and pupils and clearly demonstrated by all adults in school • Use consistent and fair approaches to managing behaviour, in line with the school's behaviour policy

Standard Domain	Attributes required
<p>Curriculum and Teaching</p>	<p><u>Teaching, curriculum and assessment:</u></p> <p>Under the direction of the headteacher, the deputy headteacher will:</p> <ul style="list-style-type: none"> • Establish and sustain high-quality teaching across all subjects and phases, based on evidence • Ensure teaching is underpinned by subject expertise • Effectively use formative assessment to inform strategy and decisions • Ensure the teaching of a broad, structured and coherent curriculum • Establish curriculum leadership, including subject leaders with relevant expertise and access to professional networks and communities • Use valid, reliable and proportionate approaches to assessing pupils' knowledge and understanding of the curriculum • Ensure the use of evidence-informed approaches to reading so that all pupils are taught to read <p><u>Additional and special educational needs (SEN) and disabilities</u></p> <p>Under the direction of the headteacher, the deputy headteacher will:</p> <ul style="list-style-type: none"> • Promote a culture and practices that enables all pupils to access the curriculum • Have ambitious expectations for all pupils with SEN and disabilities • Make sure the school works effectively with parents, carers and professionals to identify additional needs and provide support and adaptation where appropriate • Make sure the school fulfils statutory duties regarding the SEND Code of Practice.

Standard Domain	Attributes required
<p>Organisational Effectiveness</p>	<p><u>Organisational management and school improvement</u></p> <p>Under the direction of the headteacher, the deputy headteacher will:</p> <ul style="list-style-type: none"> • Establish and sustain the school’s ethos and strategic direction together with the governing board and through consultation with the school community • Establish and oversee systems, processes and policies so the school can operate effectively • Ensure staff and pupils’ safety and welfare through effective approaches to safeguarding, as part of duty of care • Manage staff well with due attention to workload • Ensure rigorous approaches to identifying, managing and mitigating risk • Allocate financial resources appropriately, efficiently and effectively • Identify problems and barriers to school effectiveness, and develop strategies for school improvement that are realistic, timely and suited to the school’s context • Make sure these school improvement strategies are effectively implemented • Add any other duties relevant to your school <p><u>Professional development</u></p> <p>Under the direction of the headteacher, the deputy headteacher will:</p> <ul style="list-style-type: none"> • Ensure staff have access to appropriate, high standard professional development opportunities • Keep up to date with developments in education • Seek training and continuing professional development to meet needs <p><u>Governance, accountability and working in partnership</u></p> <p>Under the direction of the headteacher, the deputy headteacher will:</p> <ul style="list-style-type: none"> • Understand and welcome the role of effective governance, including accepting responsibility • Ensure that staff understand their professional responsibilities and are held to account • Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties • Work successfully with other schools and organisations • Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils

CRITERIA	QUALITIES
Qualifications and training	<ul style="list-style-type: none"> • Qualified teacher status • Degree • Experience of leadership training e.g. NPQML/ NPQSL or equivalent.
Experience	<ul style="list-style-type: none"> • Successful leadership and management experience in a school as a senior leader for a minimum of three years at Assistant Headteacher or Deputy Headteacher. • Teaching experience across at least two key stages. • Involvement in school self-evaluation and development planning • Demonstrable experience of successful line management and staff development • An understanding of Curriculum Development beyond the National Curriculum. • Experience of successfully leading a whole school development priority.
Skills and knowledge	<ul style="list-style-type: none"> • Data analysis skills, and the ability to use data to set targets and identify weaknesses • Understanding of high-quality teaching, and the ability to model this for others and support others to improve • Understanding of school finances and financial management • Effective communication and interpersonal skills • Ability to communicate a vision and inspire others • Ability to build effective working relationships • Knowledge of contemporary research and how to use this to drive improvements.
Personal qualities	<ul style="list-style-type: none"> • A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school • Ability to work under pressure and prioritise effectively • Commitment to maintaining confidentiality at all times • Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position.

How to apply

If you would like to visit our school, please contact the school office and speak to Linda Bristow (Office Manager) on 01274 772208. We can then arrange an appointment.

We would be delighted to welcome you, show you around school and answer any question you may have.

If you wish to apply for this post:

- ⇒ Please complete the application form online outlining how you meet the criteria on the job description and person specification.
- ⇒ Supplement your application with a letter of no longer than 2 sides of A4.
- ⇒ Your letter of application should outline your reasons for applying for the post at Newby and give an indication of what you can offer our school.
- ⇒ References will be sought for shortlisted candidates prior to the interview date.
- ⇒ Successful candidates are subject to an enhanced Disclosure check from the Disclosure and Barring Service.
- ⇒ Hard copies of your application can be sent for the attention of the Headteacher, Newby Primary School, Ryan Street, Bradford, BD5 7DQ



Key Dates:

Closing date: 9am Monday 16th May

Shortlisting: Monday 16th May

Interview Date: Wednesday 18th and Thursday 19th May.