

# Ashmole Academy

DEPUTY HEAD TEACHER CANDIDATE PACK 2025

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“Pupils’ behaviour is exemplary. No one turns a blind eye to any unacceptable behaviour. As a result, pupils feel safe in school.”

**Ofsted**





Ashmole Trust was created upon the foundation stones of two excellent schools – primarily Ashmole Academy and, subsequently, Ashmole Primary. In September 2024, Osidge School, an excellent local Primary, joined our Trust. All of these schools demonstrate and deliver excellence in everything that they do. For us, this means excellence in learner outcomes, staff development, financial management, HR and IT services, estate management and all other facets of what it takes to make a school a success.

Our experience in school improvement has developed from an ‘open-door policy’ with all schools. We feel that the best way to model excellent practice is to see it in action. It is partly this attitude that allowed the Academy to become the first Behaviour Hub school in 2020 and for the leadership of both schools to be in constant consultancy demand with local education authorities and other schools.

We see the pursuit of excellence as relentless – it requires our schools to be at the forefront of innovative educative practice, but also needs to emanate from a contented and safe community of both staff and pupils. Both the Trust and its schools therefore put ‘care’ at the heart of their visions.

For true success within a Trust led organisation, one needs confidence that the systems and understandings are in place to allow these models of excellence to be replicated, whilst acknowledging and encouraging all schools to possess their own individual ethos. I am confident that Ashmole Trust sits in the perfect position to facilitate this ideal with all schools in its care.

**Tim Sullivan**  
CEO

# WELCOME FROM THE HEAD TEACHER



“ Senior Leaders, Trustees and Governors are clear about the school’s core mission. They make sure that this informs their decisions and how they work with staff and pupils.

**Ofsted**

Dear Prospective applicants,

Are you ready to take the next step in your leadership journey? Ashmole Academy, a high-achieving, mixed comprehensive school in North London, is seeking a dynamic and passionate Deputy Head Teacher to lead on Raising Standards and Innovation.

As our Deputy Head Teacher, you will play a pivotal role in shaping the future of our Academy. Leading strategically, you will drive student performance to even greater heights and foster an environment where every individual thrives. Joining our strong and collaborative Leadership Team, you will be at the forefront of innovation and growth in education.

We are proud to be recognised in The Sunday Times Parent Power Guide 2025 as one of the Top 400 State Secondary Schools, with a remarkable rise of 143 places, now ranked 193rd nationally. This accolade reflects our unwavering commitment to Excellence, Aspiration, and Care — values that define every aspect of our vibrant school community.

At Ashmole Academy, we believe in empowering both our students and staff to reach their full potential. Our students consistently achieve outstanding results at both GCSE and A-Level, driven by a shared dedication to learning and personal growth. All staff work collaboratively, and are supported by high-quality training and development opportunities.

Explore the exciting possibilities at Ashmole Academy by visiting our website. I warmly invite you to meet with me in person and discover why this is an exceptional opportunity to make a lasting impact.

**Balbinder Dhinsa**  
Headteacher

# ABOUT OUR SCHOOL

Ashmole Academy is a unique school that remains committed to delivering its motto; Excellence, Aspiration and Care for both its staff and students. Our conscientious, determined and expert staff are highly committed to delivering high standards of teaching and learning by supporting each and every one of our students to maximise their potential. All students are set high aspirations and are empowered to achieve these by demonstrating the school values.

Our A-Level and GCSE examination results are exceptional, at GCSE we consistently and significantly outperform in all four key performance indicators, both locally and nationally. The Progress 8 score remains close to 1, indicating that on average our students achieve one grade higher than expected across 8 qualifications, to include English, Maths and English Baccalaureate qualifications compared to students nationally.

Although we are a large secondary school with over 1800 students, we make every effort to appreciate each students' talents and personalities. The role of the pastoral team and in particular the form tutor is key to ensure that each and every one of our students feels supported and cared for.

The school building was built in 2004, and we continue to invest in the buildings and facilities in order to provide a fantastic learning environment. We offer a broad range of extra-curricular activities and we are proud of our numerous sports teams who continue to win regional titles.



# AIMS, VALUES & ETHOS



“

I enjoy working at Ashmole as I always feel supported and part of a team; we are always striving to build on our successes. Our students and staff are full of drive and passion for their subjects.

Senior Leader

”

Ashmole Academy has a commitment to learning. We recognise the uniqueness of every learner. We are passionate about offering the best education for our pupils and work in partnership with parents, carers and the local community. We have a set of six values that underpin all that we stand for in the school. These are Endeavour, Reflection, Professionalism, Responsibility, Respect and Co-operation. They show the emphasis we place on Achievement, Behaviour and Community, collectively known as the “ABC of Excellence”.

Our teachers and support staff understand how to develop students to perform to the best of their ability. Our ambition is to bring vision, energy, very high expectations and enthusiasm for all within an inspiring curriculum. This curriculum will continue to evolve to meet the needs of a dynamic society, and incorporate innovative approaches to teaching and learning.

High standards of discipline and behaviour are established and maintained to ensure a safe working environment for all, which in turn enables very high aspirations for all of our students. We have a culture that celebrates achievement in all areas and encourages pupils to risk take, developing their independence in a stimulating and nurturing environment.

We provide a school community, which is rich in resources and diversity, where all are able to work together to achieve their personal best. We have a proud academic tradition that maximises every learning opportunity to shape our students' future.

We are proud to create a caring and friendly environment where students and staff feel valued. Our ambition is for all students to develop to their fullest potential in all areas of school in order to prepare them to become active, respectful citizens of the future.

Ashmole Academy values the positive atmosphere generated and aims to instil a lifelong love for learning and strong grounding for future success.

# STAFF BENEFITS

By joining Ashmole Academy, you will have access to a comprehensive range of employee benefits tailored to support you in various aspects of your professional and personal life.



A focus on staff well-being led by a Well-being Committee promoting activities such as golden week, work place massage and subsidised yoga. Access to a Well-being room



All staff have access to annual flu vaccinations



Join a friendly and inclusive team of staff with an active Social Committee with many social events



Eligible staff are entitled to an eyesight test every two years



Commitment to our staff to ensure the right balance between home and work life, including flexible working opportunities and PPA arrangements.



On-site parking with electric parking bays.

**The National College**

Extensive CPD programmes and excellent career opportunities within the Trust. Free access to The National College



Excellent facilities with a large modern building and large staff room, and a 'Proud to Serve' Starbucks café on site



All staff have access to internal and external counselling services.



Complimentary tea, coffee, milk & sugar - available for all staff in the staffroom throughout the day



Teaching staff at Ashmole Academy have access to the Teachers' Pension scheme and support staff are enrolled into the Local Government Pension Scheme, both with life assurance and generous employer contributions.



Excellent transport links

# JOB DESCRIPTION



“

The quality of pupils' work is first rate. In the Sixth Form too, the curriculum is demanding, and students' work is of a consistently excellent standard. Pupils are highly motivated and work hard to achieve and learn successfully.

Ofsted

”

Job Title:	Deputy Head Teacher	Location:	London
Salary:	L 21-24	Responsible to:	Head Teacher

## Deputy Head Teacher Job Description:

As Deputy Head Teacher for Raising Standards and Innovation, you will play a pivotal role in shaping and implementing the school's vision alongside the Head Teacher and the Senior Leadership Team. Your leadership will drive high standards of achievement and ensure that every student is empowered to reach their full potential.

You will take strategic responsibility for the continued innovation and development of key areas of the school, enhancing both educational standards and the learning environment. By fostering a culture of excellence and innovation, you will ensure the school delivers outstanding learning opportunities and maintains its commitment to academic and personal growth for all students.

### PURPOSE OF ROLE:

To assist the Head Teacher with the management and organisation of the Academy seeking to achieve the highest standards of staff performance, student achievement, student conduct; improving the quality of teaching and learning and ensuring the effective daily operation of the school. To be acting Head Teacher in the absence of the Head Teacher.

These responsibilities relate directly to the duties for which the incentive allowance has been awarded. This is in addition to the Job Description for a general teacher and to the conditions of service and Job Description specified for a member of the Leadership Team in the School Teachers' Pay and Conditions Document.



# JOB DESCRIPTION



## Deputy Head Teacher Job Description

This integral role requires a leader of outstanding ability.

### KEY ACCOUNTABILITES

- Collaborate with the Head Teacher to establish and implement the school's vision, mission, and strategic priorities.
- Lead the development and execution of strategies to raise academic standards for all students ensuring alignment with national benchmarks and School Improvement Plans.
- Manage the performance development process for teaching and support staff, ensuring clear objectives and professional growth targets are in place.
- Use data, research, and insights to identify challenges, set priorities, and track progress.
- Regularly evaluate the impact of initiatives to inform future planning.
- Design, implement and evaluate high impact intervention programmes.
- Lead effectively through transitions, whether implementing new policies, curriculum changes, or addressing external challenges.
- Build and lead teams through high quality coaching.
- Ensure professional development opportunities are focused on areas that will drive school improvement.

### STRATEGIC LEADERSHIP AND DEVELOPMENT OF THE SCHOOL

- Define a compelling vision for the school that inspires and unites staff, students, and the community.
- Clearly articulate goals and strategies to ensure everyone understands their role in achieving them.
- The Deputy Head Teacher must help provide effective leadership, share responsibilities, and make strategic decisions that shape the school's direction and success.
- To further advance, champion, and ensure the effective implementation of the School Improvement Plan throughout the school.
- Strengthen the leadership and management capabilities of senior and middle managers.
- Maintaining the Quality Assurance processes.

### DUTIES AND RESPONSIBILITIES OPERATIONAL/STRATEGIC PLANNING

- To make provision for all students to enable access to the curriculum.
- To work with staff to ensure effective behaviour management across key stages/year groups where responsibility lies.
- To have overall responsibility for the school's use of data – tracking progress, target setting and evaluation of outcomes.
- To organise appropriate interventions for examination students.
- To evaluate examination results.
- To line manage designated Assistant Head Teachers and curriculum areas.

### SHAPING THE FUTURE AND VISION

- In partnership with the Head Teacher and Governors, establish and implement an ambitious vision and ethos of the future of the school.
- In partnership with the Head Teacher manage school resources and site building projects.
- Devise, implement and monitor action plans and other policy developments.
- Lead by example to motivate and work with others.
- In partnership with the Head Teacher, lead by example when implementing and managing change initiatives.
- Promote a culture of inclusion within the school community where all views are valued and taken into account.
- Promote high expectations for attainment.
- Establish short, medium and long-term plans to raise achievement across the school.

# JOB DESCRIPTION



## Deputy Head Teacher Job Description

### TEACHING AND LEARNING

- Be an excellent role model, exemplifying a high standard of teaching and promoting high expectations for all members of the school community.
- Encourage innovation in teaching, learning, and operations to stay ahead of the advanced use of technology including Artificial Intelligence.
- Promote a mindset of continuous improvement, celebrating successes and learning from setbacks.
- Remain informed of changes to the National Curriculum, DfE guidance and the OFSTED Framework.
- Lead our school's IT strategy and drive innovation across all areas of teaching and learning.
- Champion digital transformation, support staff training in emerging technologies, and ensure the school remains at the forefront of educational innovation while maintaining robust and secure IT systems.
- Prepare students and staff for a rapidly evolving digital world.

### DEVELOPING SELF AND OTHERS

- Collaborate with the Head Teacher to sustain a dynamic and professional learning environment that empowers everyone to succeed.
- Support staff across your team and the wider school in reaching high standards through effective and impactful professional development opportunities.
- Demonstrate a strong commitment to your own professional growth and development.
- Lead and implement effective performance development processes for your designated team, fostering accountability and growth.
- Act as a positive role model by treating everyone fairly, respectfully, and with dignity, contributing to a supportive and inclusive school culture.
- Recognise and celebrate the contributions and successes of individuals and teams within the school.
- Establish and uphold high expectations for yourself and others, creating an environment of aspiration and achievement.
- Reflect on your practice regularly, set ambitious personal goals, and take responsibility for your ongoing professional development.
- Ensure accountability by setting clear expectations, monitoring progress, and providing constructive feedback to support others in achieving their goals.

### MANAGING THE ORGANISATION

- Build strong relationships and maintain open communication with parents, carers, and the local community to foster a professional learning environment that supports success for all.
- Provide efficient organisation and management of the school, identifying opportunities to enhance structures and processes through thorough self-evaluation.
- Leverage various technologies to streamline school operations and enhance overall efficiency.
- Partner with the Site Team to ensure that the school's facilities support the curriculum and comply with Health and Safety standards.

### SECURING ACCOUNTABILITY

- Uphold full compliance with all school and Trust policies and procedures at every level.
- Guide and support the staff and Local Governing Committee in meeting their responsibilities related to the school's performance and standards.
- Assist the Head Teacher in communicating the school's achievements and progress to the wider community and key stakeholders.
- Champion and ensure the health, safety, and well-being of both students and staff.
- Take a proactive role in Safeguarding and promoting the welfare of children and young people within the school environment.

# JOB DESCRIPTION



## Deputy Head Teacher Job Description

### STRENGTHENING COMMUNITY

- Encourage active involvement of parents and carers in the life of the school.
- Organise and lead meetings with parents and carers when necessary to ensure positive outcomes for all stakeholders.
- Enhance partnerships and community collaboration.
- Foster positive relationships and work closely with colleagues from other schools and external agencies.

Ashmole Academy is dedicated to Safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to uphold this commitment.

The school is also committed to Equality and the appreciation of Diversity and Inclusion, actively supporting practices that ensure true equality of opportunity for all staff and students.

Due to the evolving nature of the school structure all job descriptions may need to be adjusted, through consultation, to meet the needs of the school. This process may be informed by the professional review.



“Pupils and Sixth Form students cannot praise the school highly enough. Pupils have lots of opportunities to make their voice heard. They contribute to school life through a range of committees and groups.

**Ofsted**

# PERSON SPECIFICATION



Qualifications and Experience		Essential	Desirable	Evidence
1	Educated to degree level and QTS	✓		A
2	Relevant professional management qualifications. E.g. NPQH		✓	A
3	Proven experience of teaching exam classes and strong student performance	✓		AIR
4	Knowledge and understanding of Safeguarding Practice	✓		AI
5	Successful experience of leadership in a secondary school setting	✓		AIR
6	Experience of sustaining the delivery of high-quality teaching and learning	✓		AIR
7	Experience of responsibility for developing, monitoring and evaluating an aspect of school	✓		AI
8	Experience in monitoring and analysing data to drive improvement	✓		AI
9	Evidence of successful leading, managing, coaching and mentoring staff	✓		AI
<b>Leadership and Management Experience</b>				
11	Experience as a Deputy Head Teacher or Assistant Head Teacher	✓		AI
12	Successfully led, planned, managed and evaluated change which has had a significant impact on raising achievement at whole school level	✓		AI
<b>Skills, Qualities and Knowledge</b>				
13	Promote equality of opportunity throughout all aspects of Academy life	✓		AI
14	Lead with energy, enthusiasm and tenacity to provide an environment where others feel valued and motivated	✓		AIR
15	Ability to work under pressure while maintaining a positive, professional attitude	✓		AI
16	Ability to organise, and prioritise workload and work on own initiative	✓		AIR
17	Excellent personal, oral and written presentation skills	✓		AIR
18	To be able to drive change to bring about school improvement	✓		AIR
19	To be able to articulate a clear vision and philosophy of education	✓		AIR
20	Proven track record of contributing to raising of educational standards across the whole school	✓		AIR
21	Experience of improving the quality of teaching and learning	✓		AI
22	Have a proven record of improving behaviour within the school	✓		AI
23	Have a proven track record pastorally of leading a year group or key stage	✓		AI
24	Have a proven track record for leading on raising standards	✓		AIR
<b>Leading and Managing the Organisation</b>				
25	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	✓		AIR
26	Experience of working with other schools and external organisations to champion best practice and secure excellent achievements for all pupils		✓	A
27	Experience of leading innovative and evidence based CPD programmes including coaching to maximise teacher effectiveness at all career stages	✓		AIR
<b>Securing Accountability</b>				
28	Experienced in holding individuals and teams to account for pupil learning outcomes	✓		AI
29	Evidence of analysing and using performance data and external evaluations, to evaluate and improve aspects of the school, including challenging poor performance	✓		AI
30	Experience of quality assurance, self-evaluation & performance management systems and data	✓		AIR



I love working at Ashmole because I feel valued: my well-being and professional development are just as much of a priority as my teaching practice. I like the fact we are never complacent: we are always working to become the best possible version of our school.

**Head of English**



All the staff here really care about the students and put in 110% everyday to deliver teaching, support and guidance to every child in this school. I am proud to be a part of this space.

**Head of Year 11**



I love the strong routines and support structures that we have here so everyone can focus on what we're here for: teaching students. I also love the family feel and how friendly and supportive it is.

**Assistant Head Teacher**



I love working at Ashmole because of the positive energy and dedication of both staff and students—it's inspiring to be part of such a driven community.

**Senior Deputy Network Manager**

Working at Ashmole is incredibly rewarding because of the shared commitment to excellence and the encouragement we receive from one another.

**Website and AV assistant**





As a newly qualified teacher, I've received incredible support from everyone. Being part of the Ashmole team means experiencing a genuine sense of care and community.

**Early Career Teacher**



There is a real difference between ordinary and extraordinary and Ashmole fulfils the latter. Staff are friendly and approachable and working with such like-minded individuals with the same aim surpasses any prior working experience.

**Office Manager**



I enjoy working at Ashmole, the collaboration, support and diverse perspectives make every challenge rewarding and every success shared.

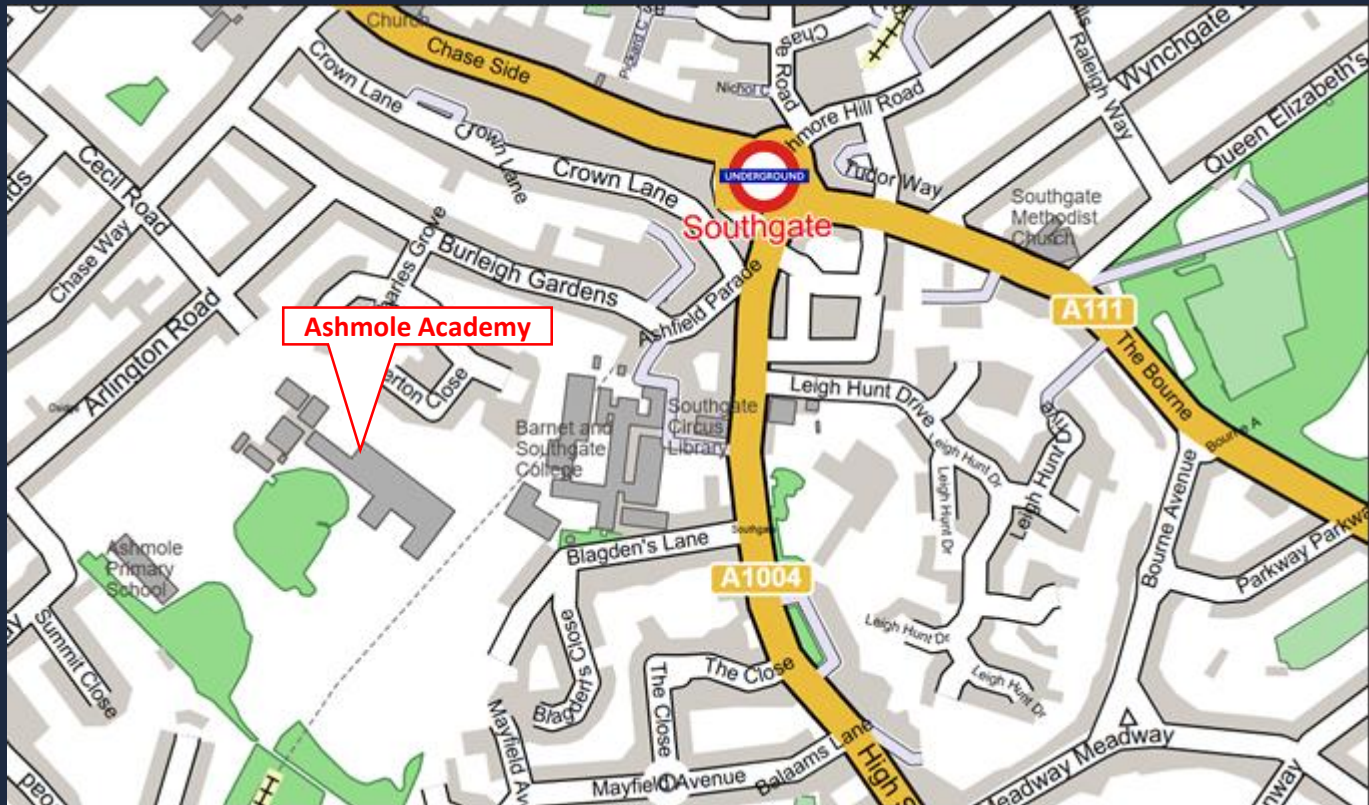
**6<sup>th</sup> Form Manager**



I enjoy the collegiate feel within my department and the mutual support we give each other, as well the freedom we have to push our students with an engaging and challenging curriculum

**2<sup>nd</sup> in charge of Religious Studies and Assistant Head of Year**





## Find us

**Ashmole Academy** is situated in North London, only 5 minutes walk from Southgate Tube Station. This lies on the Piccadilly Line.

Just a short distance from Central London, with excellent transport links by road, bus and the London Underground. Staff travel from all boroughs of London and surrounding areas.



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