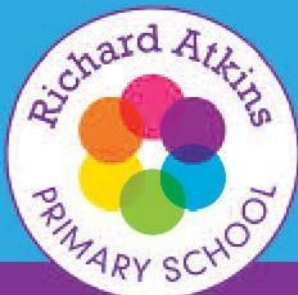




Deputy Headteacher APPLICATION PACK



Inspiring curiosity and the courage to succeed



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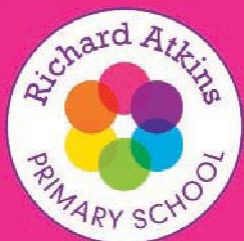
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Welcome from Headteacher

Richard Atkins Primary School
New Park Road, London SW2 4JP
T: 020 8674 5601
E: admin@richardatkins.org
www.richardatkins.lambeth.sch.uk

June 2025

Dear Prospective Applicant

Appointment of Deputy Headteacher

Thank you for your interest in the position of Deputy Headteacher at Richard Atkins Primary school.

We are delighted that you are considering our school for your next career move and are excited about the possibility of you bringing your unique skills and vision to our team.

At Richard Atkins, we are committed to fostering a culture of high expectations and a steadfast belief that **every child can achieve**. We believe in promoting the ethic of excellence—a shared mindset that drives all members of our school to strive for the very best in everything we do. As Deputy Headteacher, you would play a pivotal role in modelling and embedding this ethos across all aspects of school life.

We are proud of our diverse and inclusive community, and we work in close partnership with families, external agencies, and our wider community to ensure that every child has the support and opportunities they need to flourish. Our mission is clear: to improve the life chances of all our pupils and help them develop into confident, compassionate, and successful individuals.

We are seeking a candidate who brings extensive experience of teaching in an inner-city primary school, with a strong understanding of the unique opportunities and challenges that this setting presents. The successful candidate will be creative, innovative, and forward-thinking—someone who is ready to inspire both staff and pupils with their ideas and energy, and who is committed to continuous school improvement.

If you share our values and our belief in the transformative power of education, we would be thrilled to receive your application. I warmly encourage you to visit our school to experience firsthand the warmth, energy, and potential that defines our community.

Thank you once again for your interest, and I look forward to the possibility of welcoming you to Richard Atkins Primary school.

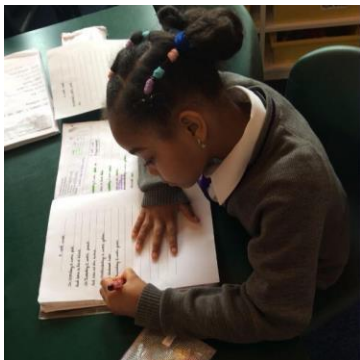
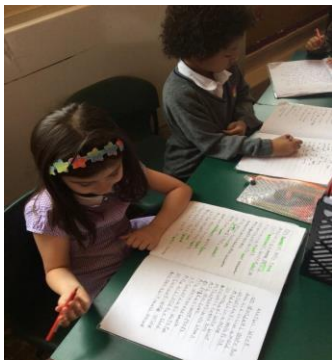
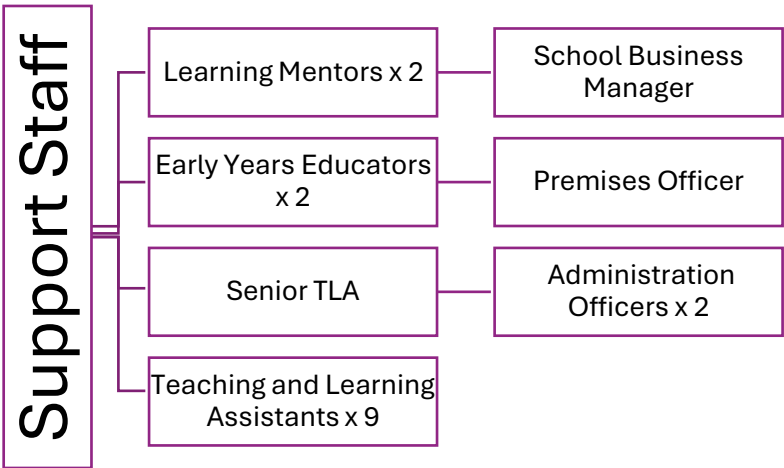
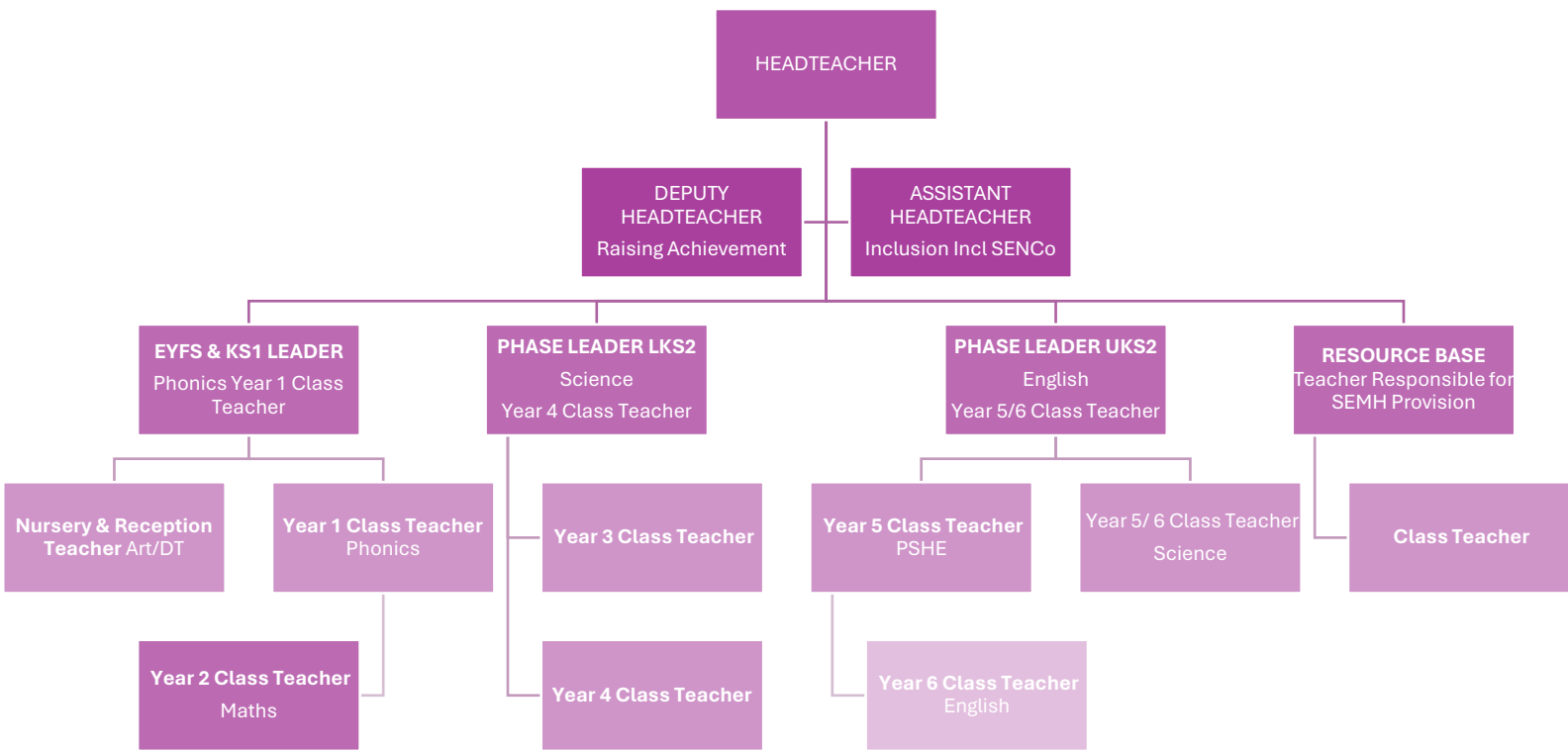
Yours sincerely,
Mrs Claudia Fleary-Tayabali
Headteacher

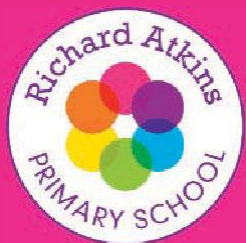


AGE RANGE	5-11
LOCATION	London Borough of Lambeth
TYPE	Community (Maintained)
SLT STRUCTURE	Headteacher Deputy Headteacher Assistant Headteacher Business Manager
NUMBER OF STAFF	Headteacher 11 x FTE Teachers 18 x Support Staff
NUMBER OF CHILDREN	254
AVERAGE CLASS SIZE	27.9
% of FSM	46%
% of SEN	18.5%
% of ELA – STAGES 1-3	55%
KEY STAGE 1 RESULTS 2024	Reading 68% Writing 64% Maths 60%
KEY STAGE 2 RESULTS 2024	Reading 75% Writing 47% SPAG 50% Maths 75%



Staffing Structure 2024- 2025





What our community say about us

"I love working here. We have strong and supportive team who understand that we are here to serve our school community. Staff work hard to ensure children are given the best possible experiences." **Staff Member**

"It's a great school to work at. There are opportunities for professional development and SLT are always warm, friendly and supportive. Staff are really friendly and there is usually a great team spirit." **Staff Member**

"It is a really good school, if you do not understand something, everyone helps." **Pupil**

"The school is good and beautiful. The children are kind in our school. The teachers are kind and help us!" **Pupil**

"Everyone treats me like family" **Pupil**

"The support from staff is amazing! My son has thrived since starting in Reception. He has had great teachers, learned some key skills in terms of reading, writing, and arithmetic, as well as history, P.E. and other subjects. He has had opportunities to attend school outings and perform in shows for parents, pupils and staff." **Parent**

"The way the school communicates with carers and parents, using different languages, the school is very inclusive, the activities during and after school like school fairs during Easter is always fun. Celebrating as many of the different cultures in the school. Always ready to help."

Parent

"I love their caring staff; it gives me confidence and peace of mind to know that my children are well looked after."

Parent

"What I like most about Richard Atkins is its commitment to supporting the community around it, and wanting to offer every child - regardless of their circumstances or background - somewhere they feel valued and can learn." **School Governor**

"Richard Atkins has a clear vision to provide outstanding education to its students and to enable all children to achieve and be the best that they can be." **School Governor**



How to find us

OUR ADDRESS:

RICHARD ATKINS
PRIMARY SCHOOL
NEW PARK ROAD
LONDON SW2 4JP



BY BUS:

Bus access is available on Brixton Hill and Atkins Road. Several bus routes serve the school, including numbers 59, 45, 133, 250.

BY RAIL:

Rail access is available via Brixton or Streatham Hill. Brixton is a 20 minutes' walk.

BY TUBE:

Tube access is available at Brixton.



Job title:

Deputy Headteacher

Responsible to:

Headteacher

Scale:

Leadership range L10 – L14 (Inner London Weighting)



Main Duties & Responsibilities:

Purpose of Job

- To deputise for the Headteacher in her absence.
- Uphold ambitious educational standards and achievement in order to prepare pupils from all backgrounds and abilities for their next phase of education and life.
- To promote the aims of the school through the implementation of the policies of the Governing Board.
- To work with the Headteacher and Senior Leadership Team to develop the leadership skills, qualities and experience of the phase and subject leaders in order to build leadership capacity throughout the school
- To participate in the selection and appointment of staff and be a team leader in the performance management of staff
- To be a deputy designated lead for Child Protection and make significant contributions to the development of an effective Safeguarding Team

Key Roles and Responsibilities

Strategic direction and development of the school

The Deputy Headteacher will:

- Contribute to a strategic view for the school in its community and analyse and plan for its future needs and further development within the local, national and international context.
- Work closely with the Assistant Headteacher to ensure achievement continues to rise.
- Effectively contribute to the School Self Evaluation and School Improvement Plan.
- Translate the vision into agreed objectives and operational plans.
- Communicate the shared vision, which expresses core values and moral purpose, moving the school towards excellence.
- Motivate others to create a shared learning culture and positive climate.
- Lead by example: model the values and visions of the school.



Leading Raising Achievement

The Deputy Headteacher will:

- Ensure a robust continuous and consistent school-wide focus on pupils' achievement, using monitoring and evaluation outcomes to inform planning and monitor progress.
- Set high expectations and set stretching targets for the whole school community.
- Monitor, evaluate and review classroom practice and promote improvement strategies.
- Challenge under-performance at all levels and ensure corrective action.
- Establish effective measures for progress and achievement applying of Government initiatives.
- Draw up an Annual Action Plan to outlines the areas for development.
- Draw up an agreed annual timetable that outlines the timing of the main assessment activities throughout the year.
- Provide training for staff on assessment to ensure all staff have access to training on Arbor perform.
- Ensure that all deadlines for the return of assessment data to Lambeth and the DfE are met.
- Co-ordinate the production and review of school policies and guidelines on assessment.
- Ensure that assessment procedures are clear and understood by all staff and up to date class records are maintained.
- Advise on the implementation of statutory assessment on entry and at end of Key Stages, including special arrangements.
- Ensure that classroom procedures are coherent, manageable, improve learning and inform teaching.
- Liaise with middle managers, other schools, outside agencies and support services on assessment matters including transfer of information between years and other schools at points of transition.
- Act as a consultant to all staff on assessment issues.
- Monitor standards of attainment in the Foundation Stage as well as within and at the end of Key Stages.
- Monitor the effectiveness of record-keeping including curriculum planning, pupil records and reports on pupil achievement.
- Inform the Senior Leadership Team and the Governing Board of standards and of developments in assessment.
- Undertake appropriate analysis of data and provide a termly report to the Governing Board.
- Co-ordinate the collation and analysis of attainment data and advise on its use for pupil and whole school target setting, school and subject self-review.
- Evaluate the quality and appropriateness of existing resources within agreed set budgets.
- Manage the purchase and deployment of assessment resources.
- Organise and lead school-based inset activities on aspects of assessment.
- Keep up-to-date with national and local developments on assessment.
- Attend appropriate training and disseminate information to staff.

Leading on Inclusion

The Deputy Headteacher will:

- Contribute to the development of a positive inclusive ethos.
- Support staff in understanding the nuances and implication of equity, diversity and inclusion.
- Liaise with and coordinate the contribution of external agencies.
- Attend core group, child in need and case conferences, completing relevant reports as required.
- Maintain up to date registers for the identified groups and a master set of all data for pupils.
- Liaise with other coordinators to ensure that appropriate provision is made for all children across all areas of the curriculum.
- Participate actively in the analysis of relevant data, research and inspection evidence so as to inform inclusion policy, practice and provision within the school.
- Assist in the monitoring and evaluation of the effectiveness of teaching and learning for identified groups.
- Ensure the objectives of the inclusion policy are reflected in the school improvement plan and that these are coordinated, monitored, evaluated and reviewed constantly.

- Advise the Headteacher and Governing Board on their statutory responsibilities and the resources required to maximise inclusion.
- Line manage the SENCO ensuring an appropriate programme of professional development, in line with the school improvement plan and performance management outcomes.
- Manage the schools' lunchtime arrangements along with other senior teachers.
- Line manage all education support staff ensuring an appropriate programme of professional development, in line with the school improvement plan and performance management outcomes.

Developing Self and Working with Others

The Deputy Headteacher will:

- Develop and maintain effective strategies and procedures for staff induction, professional development and performance review.
- Develop and maintain a culture of high expectations and standards for self and others.
- Ensure effective planning, allocation, support and evaluation of work of teams and individuals.
- Regularly review own practice, set personal targets and take responsibility for own development.

Securing Accountability

The Deputy Headteacher will:

- Be accountable and hold others accountable for the standards of teaching and learning.
- Be relentless in the pursuit of excellence ensuring that appropriate levels of progress are made by all children.
- Develop a school ethos, which enables everyone to work professionally and collaboratively.
- Ensure the accountability of individual staff are clearly defined, understood and agreed.
- Strengthen partnerships with parents and the local community so that they can support and participate in the school development and future sustainability.
- Create and promote positive strategies for challenging all forms of prejudices.

Communication

The Deputy Headteacher will:

- Keep updated and informed about local and national developments relating to teaching learning and achievement and be able to disseminate information to colleagues as appropriate.
- Foster and maintain positive relationships with staff, pupils and parents and the local community as appropriate.
- Support the Headteacher in maintaining good working relationships with the parents, Community, Governing Board and the local authority and external agencies.
- Effectively make decisions about the welfare of staff and pupils, consulting with relevant staff and parents as necessary.
- Have excellent interpersonal skills.
- Draw up rotas and timetables as required to secure the smooth day to day management of the school.

Management of Financial and other Resources

The Deputy Headteacher will:

- Effectively use all financial and other resources to raise pupil achievement, paying attention to principles of Best Value.
- Use available resources to raise and maintain standards and provide a positive and stimulating learning environment



Safeguarding

The Deputy Headteacher will:

- Demonstrate commitment to safeguarding and promote the welfare of all pupils and staff.
- Develop, contribute and maintain good behaviour and discipline that contributes to the safety of pupils and secures good teaching, effective learning and high standards of achievement.
- Work with the school and when applicable, the local authority Safeguarding Team to ensure that consistent and effective policies and procedures are effectively implemented and monitored to safeguard pupils and staff.
- Co-operate and work with relevant agencies to implement the national area safeguarding procedures.
- Work with the school Safeguarding Team to ensure that while some matters are sensitive and require confidentiality, there is clear communication with key adults who may be working with individual pupils.
- Work with the Safeguarding Team to ensure protocols and policies adhere to the statutory guidelines, are fully implemented and followed by all staff and are regularly reviewed and updated as appropriate.
- Work with the Safeguarding Team to ensure sufficient resources and time are allocated to enable the safeguarding of pupils.
- Work with the Safeguarding Team to ensure that all staff and volunteers are able to raise concerns about poor or unsafe practice in regard to pupils, and such concerns are addressed sensitively and effectively in a timely manner in accordance with agreed Lambeth LA whistle blowing policy and procedures.

Other

The Deputy Headteacher will:

- Undertake any other reasonable task requested by the Headteacher
- Maintain professional standards at all times.

Data Protection

To carry out duties of the post in accordance with the Data Protection Act, the Computer Misuse Act, The Health & Safety at work Act and other relevant legislation such as "Freedom of information Act", as well as Council policies, procedures, standing orders and financial regulations.

Equal Opportunities

To take responsibility, appropriate to the post for tackling racism and promoting good race, ethnic and community relations. To ensure that the Council's and Richard Atkins values in respect of equality and diversity are fully expressed in the delivery of the service.

Health & Safety

To carry out all duties with full regard to the employee's legal obligations to maintain their own health and safety at work, to be aware of the impact of activities on the health and safety of others and to comply with any Department or local health and safety procedures or instructions.



PROFESSIONAL QUALIFICATIONS		A&I
Degree or equivalent		E
PGCE		E
QTS		E
Evidence of recent, relevant continued professional development		E
EXPERIENCE		
Proven success at Assistant or Deputy Headteacher level		E
Experience of working in one or more inner city London schools at senior management level.		D
Proven successful teaching experience across the full primary range		D
Experience of working with a wide range of abilities and needs to secure improvement		E
Experience of successfully leading curriculum areas in creative ways resulting in continued improvement		E
Experience of successfully managing change at senior leadership level to secure improvement		E
Experience of leading whole school teaching and learning initiatives with success		E
PROFESSIONAL KNOWLEDGE AND UNDERSTANDING		
Ability to think strategically and support the Headteacher in building and communicating a coherent vision for the school		E
Understand the features of outstanding teaching and learning		E
A working knowledge of effective inclusive practice		E
Ability to assist the Headteacher, SLT and governors in moving the school from good to outstanding		E
Excellent knowledge and understanding of school improvement at whole school, key stage, year group and class level		E
Significant experience of improving standards through the use of pupil performance data, target setting, and other strategies		E
Knowledge, understanding and experience of the practical application of whole-school self-evaluation processes		E
Up-to-date knowledge of safeguarding and safer recruitment policy and practices		E
Sound knowledge of the role of ICT in teaching and learning across the curriculum		E
Knowledge of current developments, national priorities and statutory frameworks in education.		E
ATTITUDES		
Fully committed to whole-school improvement and securing the engagement of all stakeholders		E
A deep commitment to equality of opportunity and inclusion		E
Continued commitment to the development of Leadership and Management skills		
Vision to promote and support an enriched curriculum including educational visits, extra- curricular activities		E
An imaginative approach to working with others to provide best opportunities for our pupils		E
Unwavering and determined commitment to improving standards for all children		E



Person Specification *part 2*

PERSONAL SKILLS AND ATTRIBUTES	
Able to maintain and further develop existing excellent links with parents, other stakeholders and the local community	E
Excellent communication skills, ability to relate to people at all levels	E
Ability to maintain confidentiality	E
Present an excellent role model for pupils and staff	E
Excellent interpersonal skills and a caring understanding approach	D
Excellent time management and organisational skills	D
Demonstrate perseverance and resilience	E
A flexible, approach and open to new ideas	E
Ability to work in partnership with governors and colleagues in the best interests of the school	E
Demonstrate high standards of personal integrity, loyalty, discretion and professionalism	E
CONFIDENTIAL REFERENCES AND REPORTS	
Written references will be requested to confirm experiences, professional and personal knowledge, skills and abilities.	E
Proof of qualifications will be required at interview	E
The post offer will be subject to a satisfactory health check and enhanced CRB disclosure, confirmed excellent attendance record	E



If you believe you have the relevant skills and experience for this position, please apply.

An application form can be downloaded from TES, Teach Lambeth, DfE teaching jobs or from our school website www.richardatkins.org

Completed applications should be emailed to Natalia Correa, School Business Manager, ncorrea@richardatkins.org

Closing date for applications:

Noon on Monday 8th September 2025

Shortlisting: Tuesday 9th September 2025

Interview dates: Monday 15th September 2025

School visits are essential.

To make an appointment please call Natalia Correa on 020 8674 5601 and email ncorrea@richardatkins.org

Richard Atkins Primary School is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. This post is subject to safer recruitment practice and pre-employment checks, including an enhanced DBS check, will be undertaken before any appointment is confirmed.