

The Ongar Academy

Deputy Headteacher

Information for candidates





The Ongar Academy

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The Ongar Academy

Deputy Headteacher

Safeguarding and Culture

Required: September 2023

Pay Range: Leadership Point 15 - 19

The Ongar Academy is a successful smaller than average secondary school with a motto of 'aspire to greatness' and a clear vision *'To nurture resilient young people who act with integrity, enjoy learning, and make exceptional progress, are respectful and continually flourish within their local community and beyond.'*

As a relatively new school the culture and ethos are continually being developed but in a short space of time leaders have "successfully created a culture and ethos in which almost all pupils have positive attitudes to learning and want to achieve well." – Ofsted. The Ongar Academy was judged 'Good' by Ofsted in May 2018.

The Ongar Academy are looking to appoint a Deputy Headteacher, with overall responsibility for Safeguarding, Attendance, Behaviour and Rewards. The role will be supported by a Safeguarding Officer, Standards and Progress Leaders and a team of Pastoral Managers. The successful candidate should have considerable experience in secondary education who knows what outstanding provision and academic progress looks like. We want a collaborator, who not only will work closely with the Trust schools, but who has a genuine desire to work openly and collectively with the local primary and secondary schools.

This is a fantastic opportunity for an experienced Assistant Headteacher to progress on their leadership journey towards their first headship role, who is looking to work collaboratively in a supportive Trust.

We encourage you to contact our Headteacher, Mrs Steadman (msteadman@theongaracademy.org) for further information and/or to arrange a visit to the school on Tuesday 7 March.

Please enclose a letter (maximum 2 sides of A4) with your application form to support your application that highlights your suitability and preparation for this position including your personal educational philosophy and vision.

- This position is not suitable for ECTs (Early Career Teachers).
- Closing Date: Monday 20 March 2023
- Interviews: Monday 27 March 2023

For an application form please contact our HR Department, on 01245 202937 or email hr@bridgeacademytrust



The Ongar Academy

Position

Deputy Headteacher

Pay range: Leadership Point 15-19

Line Manager: Michelle Steadman - Headteacher

Core purpose: -

To carry out the duties of this post in line with the remit outlined in the current School Teachers' Pay and Conditions Document including the conditions of employment for deputy headteachers and the Academy's own policy.

The Deputy Headteacher will be responsible for working with and supporting the Headteacher on the following key school leadership and management areas. This will involve accepting responsibility for aspects of these key areas: Safeguarding, Behaviour & Rewards, Attendance

Strategic Direction and Development of the Academy

- To assist the headteacher in shaping a vision and direction for the school, setting out very high expectations and with a clear focus on pupil achievement.
- To play a significant role in setting aims and objectives for the school and in formulating the School Improvement Plan along with the headteacher, governors and other senior staff.
- To take responsibility for developing and monitoring policy and practice as laid down in the School Improvement Plan, and in agreement with the headteacher.
- To assist the headteacher in school self review and evaluation and in the effective planning and management of resources to secure improvements.
- Publicly supporting all decisions of the Headteacher and Governing Body.

Teaching and Learning

- Provide guidance for colleagues on how to deliver the curriculum to pupils of differing abilities.
- Ensure that the Curriculum Areas keeps up to date with national and local developments and be prepared to share good practice within the college and beyond.
- Ensure that the Curriculum Areas implements the delivery of cross-curricular issues; literacy, numeracy, SMSC, ICT.
- Be an 'outstanding' role model and act as a leading classroom practitioner and inspiring and motivating other staff.
- Working with the Senior Leadership Team and Headteacher to sustain high expectations and outstanding practice in teaching and learning throughout the school.
- Monitor and evaluate the quality of teaching and standards of pupil's achievement and use benchmarks and set targets for school improvement.



The Ongar Academy

Monitoring and Evaluation

- To monitor and evaluate the curriculum to be delivered, all aspects of teaching and learning, assessment, recording and reporting, planning at all levels and the implementation of the Curriculum Area development plan through:
 - Learning Reviews
 - Assessment Reviews
 - Learning Walks
 - Moderating common assessment tasks
 - Data analysis
 - Response to Ofsted or Internal Self Reviews
- Work with SLT to carry out periodic Internal Self Reviews.
- Monitor the implementation of the Curriculum Area (and subject) Improvement Plan.

Leading and Managing staff

- Work with the Headteacher to lead, motivate, support, challenge and develop all staff to secure continual improvement including his/her own continual professional development.
- To be an exemplar of all school policies and practices.
- To support the Headteacher in Performance Management of staff.
- Work with the headteacher to deliver an appropriate programme of professional development for all staff including quality coaching and mentoring, in line with the school improvement plan and performance management.

Deploying staff and resources

- In consultation with, and by the direction of the Headteacher, deploy people and resources efficiently and effectively i.e. timetables, deployment of HLTA's and supply staff.
- To participate in recruitment and selection, as agreed by the headteacher.

Accountability

- Supporting the Headteacher and Governors in accounting for the efficiency and effectiveness of the school to all relevant stakeholders.
- Promote and protect the health and safety welfare of pupils and staff.
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school.

Parental involvement

- Ensure that all colleagues contact parents appropriately in line with the Behaviour Policy.



The Ongar Academy

Deputy Headteacher

Person Specification

Essential	Desirable
Educational Qualifications	
• Good Honours degree • QTS • Evidence of ongoing CPD with respect to leadership development	• NPQH or NPQSL • Higher Degree, e.g. Masters, MBA, PhD
Experience and Skills	
• Strategic senior leadership experience, e.g. Assistant Headship • Leadership of a department or significant team • Outstanding classroom teacher • Well-developed ICT skills • Record of raising achievement in a subject, year group or specific groups of students • Experience of safeguarding procedures and links with external agencies	• Successful middle or senior leadership posts in more than one school • Experience of both curriculum and pastoral management, enabling impact at a whole-school level • Experience of Designated Safeguarding Leader role
Vision & Values	
• It is a requirement of the post that the successful candidate will be committed to the Headteacher and the educational philosophy, culture and ethos of The Ramsey Academy and Bridge Academy Trust, which is based on high quality education for all, the journey of the child, excellent pastoral care and relationships, and a belief that every child should 'enjoy, enrich and achieve' during their time at the school.	• As a senior leader, it is anticipated that the Deputy Headteacher will have his/her own vision for successful education, and will be able to use this to contribute to shaping the vision for the school



The Ongar Academy

Deputy Headteacher

Person Specification continued

Essential	Desirable
Personal Qualities • Ability to create, lead and motivate effective teams • Capacity for hard work and collaboration • Ability to inspire children and colleagues • A desire to listen to children and show interest in their lives • Innovative, creative and flexible • Positive, optimistic and solution-focused • Excellent communication skills, with high level of grammatical accuracy and correct usage in both written and verbal language • Intuitive and empathetic understanding of others • Ability to establish excellent relationships at all levels through strong inter-personal skills • Commitment to personal development • Ability to accept criticism and respond appropriately • Presence and ability to command the respect of others by creating an air of authority and confidence • Ability to be calm in a crisis and use sound judgement to make clear decisions • Ability to multi-task, prioritise and re-prioritise quickly • Ability to work quickly and accurately, meeting deadlines • Ability to assume responsibility yet also delegate appropriately • Ability to be a role model within the school community. • Influence the work of others in a positive and sustained manner and hold colleagues to account through effective line management	• Be forward-looking and bring an original perspective to problems, informed by educational research • Ability to find time for colleagues even when busy • Capacity for intellectual debate on educational issues • Good understanding of data relating to student progress/outcomes



The Ongar Academy

About Us



"We are relentless in the pursuit of excellence for all our young people regardless of their background or ability.

The staff team at The Ongar Academy are truly remarkable. We work together with a shared vision that all students deserve the very best and should achieve the very best. Our mantra: every student; every lesson; every day.

Here at The Ongar Academy we value both student and staff well-being and invest in our people through a dynamic and bespoke continuing professional development programme. It is this which allows our students and staff to flourish.



The Ongar Academy is a purpose-built school in the heart of the Ongar with strong links to the local primary schools



We have 70 members of staff



We have 550 children on roll



Ofsted rated Good (May 2018).
Joined Bridge Academy Trust
October 2017.

Key Stage 3 (age 11-14)

Year 7, 8 & 9

Key Stage 4 (age 14-16)

Years 10 & 11



The Ongar Academy

Our Vision

The Ongar Academy is a smaller than average secondary school.

We are a school for the community and hold the highest expectations in terms of academic achievement, personal development, attitude, behaviour, attendance and appearance.

We are relentless in our pursuit of excellence for all our young people. We passionately believe in supporting every young person regardless of background or ability and are investing in ensuring every young person achieves their potential.

School Ethos

As a school community we...

- ✂ put our school motto, “Aspire to Greatness” into practice by providing all students with the support they need to become strong, ambitious and aspirational learners
- ✂ foster resilience, embrace challenges and value the opportunity to reflect and learn from our mistakes as well as our successes
- ✂ expect all individuals to respect themselves, others and their environment
- ✂ value integrity and the ability for all to be true to their word, trustworthy and honourable
- ✂ value and contribute to the wider community in which we live and work
- ✂ aim to encapsulate and respect British Values and Inspire Excellence in all that we do

Bridge Academy Trust

Join us and be part of our Trust



Mark Farmer,
CEO

“We are a strategic and forward-thinking Trust and we recognise that our staff are a precious resource. We aim to appoint and develop professionals who are welcoming, compassionate, highly motivated and who can promote high expectations.

Being committed to excellence, our staff will work in collaboration to build strong partnerships, allowing us to achieve our vision.”

Bridge Academy Trust wants schools to work with each other in localities for the benefit of the local children and communities.

High quality continuity of every child's journey through education

High quality and effective transition work between key stages and school transfers, ensures that children are 'ready', academically, socially and emotionally for the next stage of their learning journey.

A community and school-led school improvement system

All children and adults are positive citizens within the areas they live and the school it serves.

- ✕ **ENJOY** coming to school and learning experiences available to them;
- ✕ Are **ENRICHED** with a wealth of opportunities inside and outside of lessons and the curriculum, so that all talents are identified and nurtured;
- ✕ **ACHIEVE** high standards:
 - ✕ academically, in terms of examination results;
 - ✕ personally, through their respect for others and their environment;
 - ✕ socially, through their contribution to the life of the school and wider community



Bridge Academy Trust

Our People Strategy

We aim to transform teaching, leading, and learning to fulfil our commitment to giving our children, young people and our communities, the high-quality education they deserve. Each facet of our improvement strategy recognises the need for schools and the wider MAT to recruit, nurture, grow and plan for the succession of a high-quality workforce.



We recognise the development (support and challenge) of leadership at all levels as the key to sustainable school improvement and this is evident in our ongoing financial and resource planning. Frequent and regular time with core improvement team members provides our school leaders and those with leadership responsibility with mentoring, coaching and additional capacity to drive school improvement day to day and over time. There is a shared understanding that school leaders will then work with us to similarly develop staff within their schools, creating a high-quality, committed workforce across our Trust.

You can view our full People Strategy via the Trust website:
<https://www.bridgeacademytrust.org/work-with-us/>

Bridge Academy Trust

Schools in our Trust



Acorn Academy



Chipping Ongar Primary School



High Ongar Primary School



Mildmay Primary School



Moulsham High School



Notley High School
& Braintree Sixth Form

Notley High School
& Braintree Sixth Form



Oaklands Infant School



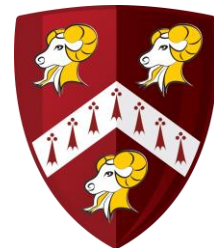
Ongar Primary School



Richard de Clare Community
Academy



The Ongar Academy



The Ramsey Academy

Bridge Academy Trust

Contact Us

For an application form please contact:

Our HR Department

telephone: 01245 202 937

e-mail hr@bridgeacademytrust.org

Bridge Academy Trust

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