



Deputy Headteacher – Secondment

Teignmouth Community School, Exeter Road



EXCELLENCE IN LEARNING





Osprey Learning Trust

Osprey Learning Trust is seeking to appoint a Deputy Headteacher for a two-term secondment, working at Teignmouth Community School, Exeter Road.

With the current Deputy Head going on maternity leave, this is an exciting opportunity for a senior leader to gain experience and make a difference at an important time. The school is on a significant improvement journey and awaiting an Ofsted visit. The successful candidate will be experienced and capable of picking up a broad portfolio, adapting flexibly to support the Headteacher and staff in the school's clear vision and way forward. Some of the responsibilities will be finalised with the appointment but there is a need to support the finalisation of the key stage 4 options process and timetable construction, as well as to drive the raising achievement plan for Year 11 and to continue the development of teaching and learning across the curriculum. All of the senior team support the pastoral system and work to secure good behaviour and a strong, positive ethos.

The post is available from 1st January 2022 but the successful candidate could delay starting until after the February half term if they cannot be released at this date.

Osprey Learning Trust works closely with all schools within the Trust and beyond who all believe passionately in Excellence in Learning. We aim to:

- enable all pupils to reach their potential
- ensure teaching and learning in our schools is of the highest calibre
- have exemplary governance at all levels
- have central systems which are efficient and support leaders to focus on school improvement

If you share these aspirations, then we very much welcome your expression of interest for this post. For an informal discussion please contact james.oconnell@teignmouthschool.co.uk.

Applications can be downloaded from our website at www.ospreylearningtrust.co.uk under vacancies, or by request to maire.cotterill@teignmouthschool.co.uk.

Completed applications should be sent to maire.cotterill@teignmouthschool.co.uk no later than **12 noon on Friday 19th November 2021**. Interviews will take place in w/c Monday 22nd November 2021.

Job Description

Job Title:	Deputy Headteacher
Location:	Teignmouth Community School, Exeter Road
Responsible to:	Principal
Salary:	L14-18
Contract:	Full time
Job Reference Number:	OLT_DHS_ER1

Key Purpose of Job

- To support the Headteacher and whole school in securing school improvement and students' success.
- To lead on curriculum and students' attainment and progress.
- To work with the Assistant Headteacher for TLA in improving teaching and learning through strategic learning and overseeing the quality assurance tools.
- To deputise for the Headteacher in their absence.

Liaising with:

- School Staff
- Governors
- SLT
- Heads of Faculty
- Heads of Year
- Trust Staff
- Other Trust Schools

Main Duties:

The Deputy Head will:

- Establish and lead the strategic development of the quality of education portfolio
- Support Heads of Faculty and the Assistant Headteacher for Teaching, Learning and Assessment (TLA) to deliver high quality, engaging and purposeful learning
- Plan and coordinate the curriculum with a clear vision, overseeing the KS4 options process and guiding the construction of the timetable
- Lead by example through their own high-quality delivery of TLA
- Track and account for students' outcomes and progress across all year groups
- Oversee and coordinate intervention as required
- Support and hold colleagues to account to ensure the high quality of TLA and professional standards across the school
- Line manage, coach and support colleagues to develop them professionally
- Be reflective, adaptable, and resourceful to respond to changing situations and facilitate the stable operations of the school
- Contribute to the wider school middle leadership team and whole school development
- Communicate with parents and all stakeholders to support students and the school vision
- Work with colleagues to support all students and staff, valuing safety, well-being and learning across the school

The principle responsibilities and tasks as set out above are not intended to be exhaustive. The need for flexibility and to work within a team is essential. The post-holder is expected to carry out any other related duties that are within the employee's skills and abilities, commensurate with the post's grade and whenever reasonably instructed. The job description will be reviewed with the successful candidate to ensure that it relates to the role being performed and to incorporate the strengths and experiences of that person. This review will be carried out in consultation with the post-holder before any changes are implemented.

Person Specification

Area	Job Requirements	Essential/ Desirable	Evidence
Qualifications	<ul style="list-style-type: none"> ▪ Qualified Teacher Status ▪ Secondary PGCE or Qualification for the secondary phase ▪ Degree Level Qualification 	E E E	A, C A, C A, C
Experience/ Knowledge	<ul style="list-style-type: none"> ▪ Of working with secondary school students across KS3, KS4 and KS5 ▪ Of the secondary curriculum, teaching, learning and assessment ▪ Of line managing middle leaders and others ▪ Of supporting and holding staff to account ▪ Of liaising with parents and the wider community ▪ Of modelling high expectations, managing behaviour and ensuring high standards ▪ Of how a range of factors can inhibit students' ability to learn and how to overcome these ▪ Of planning strategically to drive school improvement ▪ Of leading change successfully in a school context 	E E E E E E E E E	A, I, R A, I, R A, I, R A, I, R A, I, R A, I, R A, I, R A, I, R A, I, R
Skills	<ul style="list-style-type: none"> ▪ Communicating in verbal and written form effectively and with the highest standards ▪ Planning and organising strategically and efficiently ▪ Building strong, effective relationships with staff and students ▪ Using assessment to secure student progress ▪ Teaching highly effectively ▪ Managing students effectively, using behaviour approaches which are appropriate to students' needs ▪ Demonstrating very high standards of personal and professional conduct ▪ Creating a culture where staff are motivated and supported to develop their practice ▪ Motivating and inspiring students ▪ Holding staff to account for their respective roles and professional standards ▪ Managing a budget effectively and strategically 	E E E E E E E E E E	A, I, R A, I, R A, I, R A, I, R A, I, R A, I, R A, I, R A, I, R A, I, R
Other Conditions	<ul style="list-style-type: none"> ▪ Flexible and adaptive ▪ Creative ▪ Solution focussed ▪ Self-motivated and enthusiastic ▪ Sense of humour/positive attitude ▪ Patient, tolerant and understanding ▪ Work well within a team structure 	E E E E E E E	A, I, R A, I, R A, I, R A, I, R A, I, R A, I, R A, I, R

Key to Evidence:

A – Application

I - Interview

C – Certificates

R - Reference