



THE DIOCESE
OF GLOUCESTER
ACADEMIES TRUST
unlocking potential



Deputy Headteacher

Recruitment Pack

St David's C of E Primary School





Dear Applicant,

We are delighted that you are considering applying for the role of Deputy Headteacher at St David's C of E Primary School.

We are seeking to appoint an inspirational and passionate Deputy Headteacher to help lead the school forward at an exciting moment in its journey. This is a role for a values-driven, aspirational leader who believes passionately that every child – regardless of background – deserves an outstanding education with rich opportunities and the highest of expectations.

St David's C of E Primary School is a warm, welcoming and highly inclusive environment, where all staff work tirelessly to ensure that everyone feels a valued member of the school community.

St David's C of E Primary School is part of the Diocese of Gloucester Academies Trust (DGAT). Originally established in 2012 as one of the first Diocesan Multi-Academy Trusts, DGAT is now recognised as a successful and growing Trust. There are currently 24 primary schools within the Trust family, including 22 church schools and two community schools.

We hope that the information enclosed in this pack, along with the job description gives you everything you need to decide whether we are the right school for you-we very much hope so. You may also find our school website – <https://stdavidsprimaryschool.co.uk/> – and the Trust website – www.dgat.org.uk – useful sources of information.

If you would like an informal chat to inform your decision about applying for the role I would be pleased to hear from you. I'm sure you will find that we have much to offer. Please contact the school if you would like to visit as part of a tour.

The closing date for completed applications is Friday 8th May. Interviews are scheduled to take place on Thursday 21st May.

To submit your application please email the completed form to recruitment@dgat.org.uk before the closing date.

Yours faithfully

Mark Hilliam
Headteacher



Deputy Headteacher

St David's C of E Primary School is a warm and welcoming school situated in the town of Moreton-in-Marsh and is part of the Diocese of Gloucester Academies Trust. It is a ten-class primary. The school is warm, friendly and highly inclusive. Our children are respectful, curious learners who enjoy exploring new ideas whilst appreciating the value of mistakes. Staff are highly supportive of one another and are united in building positive relationships with everyone within our school community.

Teamwork is at the forefront of everything we do so that our school vision of 'Be Kind. Be Strong. Believe – we can all achieve' is truly lived along with our values of compassion, perseverance, respect, courage, forgiveness, friendship, hope, justice, service, thankfulness, trust and truthfulness.

The role

We are seeking to appoint an inspirational and passionate Deputy Headteacher to help lead the school forward at an exciting moment in its journey. This is a role for a leader who believes passionately that every child – regardless of background – deserves an outstanding education with rich opportunities and the highest of expectations.

We are looking for a Deputy Headteacher who will lead with integrity, courage and compassion; someone who can inspire excellence in teaching and learning, strengthen inclusive practice and help shape a school culture where being successful in learning for life is at the heart of everything.

We are looking for an inspiring and reflective leader with a strong moral purpose and high aspirations for all. You will be an excellent classroom practitioner with a clear understanding of effective teaching and learning, together with the ability to lead and support others to improve practice. You will be resilient, compassionate and solutions-focused, with the confidence to work in a challenging context and the humility to learn alongside others.

As part of the role, you will benefit from the backing of a forward-thinking Trust that invests in professional development, values collaboration and supports courageous leadership. This role offers a rare opportunity to combine meaningful leadership responsibility with significant classroom practice, to shape the future of the school, and to make a lasting difference to the lives of children and families. There will be some class teaching.



The role is advertised as full-time.

Further details and an application form can be downloaded from the vacancy area of our website <https://stdavidsprimaryschool.co.uk/our-school/vacancies/>

Other information that might help you decide if this is the role for you can be found on our school website.

Please note:

The Diocese of Gloucester Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS check is required for the successful candidate. The Trust also requires consent from applicants to carry out online searches of publicly available information, including social media, prior to interview.

All posts are subject to satisfactory references.



Job Description

Job Title:	Deputy Headteacher
Responsible to:	The Headteacher
Line Management:	Class teachers and teaching assistants, including HLTAs
Contract Type:	Permanent

Overall purpose of this post

The overall purpose of this post is to:

- Support the Headteacher in providing leadership and professional expertise when implementing strategic plans.
- Work with other leaders and curriculum leaders to provide an integrated coherent approach to teaching and learning which ensures that all pupils make good or better progress from their starting point.
- Be responsible for monitoring and evaluating the quality of teaching and pupil achievement ensuring high standards are attained by staff and that all children fulfil their potential.
- Lead the school staff team in developing further a strong learning culture that has high expectations of attainment and behaviour at its centre.
- Set high professional standards as a class teacher providing a role model for all staff in both classroom organisation and management and in implementing all school policies.
- Curriculum Leader for an area/s of the curriculum.

Duties and responsibilities

Key responsibility:

- To deputise in the absence of the Headteacher



Strategic Management

- Contribute significantly to the development, implementation and evaluation of the school action plan, ensuring priorities are sharply focused on improving outcomes for all pupils, particularly the most vulnerable.
- Provide accurate self-evaluation, pupil progress information and staff feedback to inform strategic decision making to drive sustained improvement
- Support the Headteacher in leading change effectively within a challenging context, maintaining high expectations and a relentless focus on quality of education, behaviour and inclusion.
- Play an active role in Trust-wide strategic initiatives, working collaboratively with colleagues across the Trust to share best practice and contribute to collective improvement.
- Support strategic workforce development by helping to identify professional development needs, nurturing leadership capacity and promoting a culture of reflection, accountability and growth.
- Ensure that safeguarding, equality and inclusion are central to all strategic planning and that statutory responsibilities are met consistently and rigorously.

Teaching and Learning

The Deputy Headteacher will have a central role in ensuring the highest standards of teaching and learning across the school. They will lead by example, maintaining a teaching commitment (part-time) while providing strategic oversight to strengthen classroom practice and improve outcomes for all pupils during allocated management time.

Key responsibilities will be to:

- Lead the development and implementation of a high-quality, broad and balanced curriculum that meets statutory requirements and reflects the school's highly inclusive context.
- Monitor and evaluate teaching and learning across the school, using evidence from observations, assessment data, including PiXL data, and pupil progress to inform school improvement priorities.
- Support staff to embed effective teaching strategies, adaptive teaching, and inclusive practice that enables all children to achieve their full potential.



- Promote high expectations for pupil behaviour, engagement, and achievement, and ensuring a consistent approach to assessment, feedback, and reporting.
- Use data effectively to identify underperformance, inform interventions, and celebrate successes across cohorts, groups, and individuals.
- Lead initiatives key areas of learning and fostering innovation and creativity in teaching practice.
- Encourage a culture of reflection, collaboration, and continuous professional development, ensuring staff are empowered to take ownership of their professional growth.
- Work closely with the Headteacher, senior leaders, including Trust leaders to implement strategies that drive school improvement and raise outcomes in a challenging context.

The Deputy Headteacher will be a visible classroom and school leader who inspires ambition, supports colleagues to excel, and ensures every child experiences teaching of the highest quality.

Subject Leadership:

- Lead one or more subject areas, ensuring curriculum intent, implementation, and impact are of the highest quality.
- Support subject leaders to develop and monitor progression, assessment, and planning across the school.
- Ensure that teaching and learning in all subjects meets the needs of all pupils, including those with additional needs or from disadvantaged backgrounds.
- Promote innovation, creativity, and best practice within subjects and across the curriculum.
- Use data and research to evaluate subject impact and guide strategic improvement.
- Support professional development within subject areas to ensure staff are confident, effective, and continually improving.
- Ensure subject leadership aligns with the school's vision and values, along with strategic priorities.

Financial Management:



- Contribute to strategic decisions about the deployment of financial resources, ensuring best value and a clear focus on improving teaching, learning and inclusion.
- Monitor the effective use of targeted funding (including pupil premium and other additional funding streams) to ensure measurable impact on pupil outcomes.
- Promote a culture of accountability and transparency in financial decision-making, ensuring resources are managed responsibly and ethically.

People Management:

- Support the recruitment, induction, and retention of high-quality staff, ensuring the team reflects the school's values and vision.
- Lead and support staff performance management, including setting clear objectives, monitoring progress, and promoting a culture of reflective practice and continuous improvement.
- Provide coaching, mentoring, and professional development opportunities to empower staff at all levels and build leadership capacity across the school.
- Foster a positive, inclusive, and collaborative working environment where staff wellbeing is valued, and achievement is celebrated.
- Support the Headteacher in managing staffing structures, deployment, and workload to ensure efficiency, sustainability, and high impact on pupil outcomes.
- Lead by example in modelling high standards of professionalism, integrity, and commitment to the school's vision and values.

The duties and responsibilities highlighted in this Job Description are indicative and may vary overtime. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and scope of the post and the grade has been established on this basis.



Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> ▪ Qualified Teacher Status (QTS) ▪ Evidence of continued professional development relevant to leadership 	<ul style="list-style-type: none"> ▪ National Professional Qualification for Senior Leadership (NPQSL) or willingness to undertake
Experience	<ul style="list-style-type: none"> ▪ Successful teaching experience across the primary phase ▪ Experience of leadership at middle or senior level (e.g. Phase Leader, Assistant Headteacher,) ▪ Proven impact on raising pupil attainment and progress ▪ Experience of analysing data and using it to inform future practice and drive improvement ▪ Experience of monitoring teaching and learning, including lesson observation and feedback ▪ Experience of leading whole-school initiatives or improvement priorities ▪ Experience of working with vulnerable pupils (SEND, disadvantaged, EAL) 	<ul style="list-style-type: none"> ▪ Experience of whole-school curriculum leadership ▪ Experience of line managing staff and supporting ▪ professional development ▪ Experience of working with external agencies, governors, or trusts ▪ Evidence of demonstrating strategic leadership.



<p>Professional knowledge and understanding</p>	<ul style="list-style-type: none"> ▪ Secure knowledge of the EYFS Framework, Primary National Curriculum and assessment frameworks ▪ Strong understanding of safeguarding, child protection, and statutory responsibilities ▪ Thorough understanding of inclusion, SEND, and equalities legislation ▪ Clear understanding of effective teaching, learning, and assessment ▪ Understanding of school self-evaluation and improvement planning ▪ Knowledge of behaviour management and positive school culture 	<ul style="list-style-type: none"> ▪ Understanding of MAT structures and accountability ▪ Knowledge of curriculum innovation and pedagogical research
<p>Professional skills and abilities</p>	<ul style="list-style-type: none"> ▪ Excellent communication skills and proven ability to listen to, understand and work effectively within a diverse school community ▪ Strong organisational and time-management skills ▪ Ability to model outstanding classroom practice ▪ Effective coaching and mentoring skills ▪ Ability to work strategically while managing operational demands ▪ Ability to build positive relationships with pupils, 	<ul style="list-style-type: none"> ▪ Experience of leading staff training and INSET



	parents, staff, governors, and external partners	
Personal qualities	<ul style="list-style-type: none"> ▪ Able to build positive relationships rooted in mutual respect. ▪ Able to prioritise and work under pressure. ▪ Committed to valuing, supporting and encouraging the ▪ professional development of all staff. ▪ Able to build and nurture a strong, positive and collaborative team culture that enables all staff to carry out their roles to the highest standard and for all staff to work together to deliver school improvement. ▪ Committed to building and maintaining effective and positive ▪ relationships with parents, governors and the wider school community. ▪ Able to inspire and influence others, within and beyond the school to believe in the fundamental importance and value of education in young people's lives. ▪ Able to foster an open, transparent and equitable culture and deal effectively 	<ul style="list-style-type: none"> ▪ Aspiration for future headship ▪ Willingness to contribute to the wider life of the school and MAT community



	with difficult conversations.	
<p>The successful candidate will be able to</p>	<ul style="list-style-type: none"> ▪ Build positive relationships rooted in mutual respect. ▪ Prioritise and work under pressure. ▪ Commit to valuing, supporting and encouraging the professional development of all staff. ▪ Build and nurture a strong, positive and collaborative team culture that enables all staff to carry out their roles to ▪ the highest standard and for all staff to work together to deliver school improvement. ▪ Commit to building and maintaining effective and positive relationships with parents, governors, Trust and the wider school community. ▪ Inspire and influence others, within and beyond the school to believe in the fundamental importance and value of education in young people’s lives. ▪ Foster an open, transparent and equitable culture and deal effectively with issues if and when they arise. 	



	<ul style="list-style-type: none">▪ Show tolerance and respect for the rights of others, recognising differences and cultural diversity, while upholding the fundamental British values.	
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