

DEPUTY HEADTEACHER VACANCY

Swillington Primary School - Applicant Brief

February 2026



Are you a values driven leader ready to find the talent in everyone?



Deputy Headteacher Vacancy - Swillington Primary School

A message from Hannah McEvoy, Head of School:

At Swillington Primary School, we believe every child has talent, potential and the power to shape their future. As part of the Brigshaw Learning Partnership family, we are united by a clear and compelling mission: to enable children to achieve, thrive and make a difference — in school and in their communities.

We are seeking an exceptional Deputy Headteacher to join our leadership team and help bring this mission to life every day, leading the school into its next chapter alongside a values aligned leader who works with imagination, acts with tolerance, puts safety first, and treats every child, colleague, and family with genuine respect. These values are lived out consistently, shaping everything they do, every single day.

This is not a role for someone who simply wants the next step. This is a role for a leader who believes in children, believes in people and who is ready to lead with purpose, courage and heart.

About Us

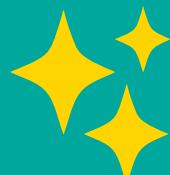
Swillington Primary School is a one form warm, ambitious and inclusive school at the heart of its community. Our pupils are proud of their school, our staff are committed and reflective, and our leadership culture is built on trust, clarity and relentless focus on what matters most. In our most recent Ofsted inspection, inspectors recognised that:

“Leaders have high expectations of what pupils can achieve.”

“Pupils feel safe, cared for and valued.”

“Staff are proud to work at the school and feel well supported by leaders.”

These words matter to us — but we are even more excited about what comes next.





Who we're looking for

We are seeking a values-aligned leader who:

- Has previous leadership experience (senior or middle leadership) with demonstrable impact
- Can clearly articulate how their leadership is rooted in values such as ambition, inclusion, integrity and care
- Believes that children from all backgrounds can achieve exceptional outcomes
- Is reflective, resilient and relentlessly optimistic about what schools can achieve
- Is ready to lead by example — in classrooms, corridors and conversations

You don't need to have done the role before but you do need to believe deeply in children, people and possibility.

About the Role

As Deputy Headteacher, you will play a pivotal role in shaping the strategic direction of the school while remaining deeply connected to daily practice.

You will:

- Be a visible, values-led leader who lives and breathes our mission
- Part time teaching role (year group and key stage can be flexible)
- Support and challenge colleagues to deliver excellent teaching and learning
- Lead with clarity, kindness and high expectations
- Help develop others — spotting talent, growing leadership capacity and building strong teams
- Work closely with the Head of School and Executive Headteacher to drive school improvement and sustained impact



This role is designed for someone who wants to make a difference — not just manage systems, but change lives.



Why join Swillington Primary School?

This is an opportunity to:

- Join an inclusive school with a strong moral purpose and a clear sense of direction
- Be part of a leadership team that is ambitious, supportive and outward-facing
- Shape a school culture where adults thrive and children flourish
- Grow as a leader, with space to think, learn and innovate
- Be part of a wider school family within the Brigshaw Learning Partnership

Come and Visit Us

Visits to the school are strongly advised and warmly welcomed. There is no substitute for seeing Swillington in action and feeling the culture for yourself. You can also watch a short video which captures the true essence of who we are by scanning the QR code on the first page.

Visit dates and times:

- Wednesday 25th at 9.00am
- Thursday 26th at 2.00pm
- Monday 2nd March at 9.30pm

To arrange a visit, please email: office@swillingtonprimary.com

Salary Scale: L4-L7 - Full Time Permanent Position

Start date: September 2026

Closing date: Midnight Sunday 8th March 2026

Shortlisting: Week commencing Monday 9th March 2026

Interviews will take place on Tuesday 17th March 2026

If you are a leader who believes in finding the talent in everyone — children and adults alike — we would **love** to hear from you. Come and help us build something special.





Deputy Headteacher - Swillington Primary

BLP Applicant Brief - February 2026

Monitoring and Review of this Document:

The Trust shall be responsible for reviewing this document from time to time to ensure that it meets legal requirements and reflects best practice.



The Brigshaw Learning Partnership is an exempt charity regulated by the Secretary of State for Education. It is a company limited by guarantee registered in England and Wales, Registered Company Number 10301662, whose registered office is at The Brigshaw Learning Partnership, Brigshaw High School, Allerton Bywater, Castleford WF10 2HR

Providing a cradle to career education that allows our children to enjoy lives of **choice** and **opportunity**

Welcome from Aidan Sadgrover, CEO of the Brigshaw Learning Partnership

Dear Applicant,

Thank you for your interest in the post of **Deputy Headteacher**. It's an exciting time to join us on our journey to raise standards of education in the communities we serve.

We serve over 3000 children from the ages of 2 all the way through to 18. All of our schools are located within a few minutes' drive of each other, and have worked closely together for many years. This context gives us a unique opportunity to shape a child's journey from infancy all the way through to university or a high-quality alternative. This is a huge privilege and a responsibility we take very seriously in our seven schools, who share a common commitment to improving outcomes and raising aspirations for all students.

Our mission is to **enable all children to achieve, thrive and make a difference**. By the age of 18, we want every child to have the option of university or a high-quality alternative. This means that we aim for life changing personal and academic outcomes, with no child left behind.

To achieve this, we know that students, staff and our schools themselves must strive for continual improvement, and to be 'better, every day'. Our people are our greatest resource and we will only be able to deliver on our promise of 'success and respect for all' by attracting and developing the very best.

Our work is underpinned by our core values of **Equality, Integrity, Resilience, and Respect**. In our schools, teachers spend time ensuring that each child is known and cared for. We aim to create environments where our children are happy, inspired and eager to attend each day. We firmly believe in the value of scholarship, and aim for every child, no matter what their background, to be given the ambition, and the practical tools, to succeed academically, giving them the basis from which any career or academic goal is achievable.

I hope this pack gives you a flavour of the Brigshaw Learning Partnership.

Aidan Sadgrove

CEO

Brigshaw Learning Partnership

The Brigshaw Learning Partnership - Background

We serve communities in Outer East Leeds and have for over a decade collaborated to ensure all children can enjoy lives of choice and opportunity.

In 2010, the schools formed a Co-operative Trust, committing themselves to working with and for each other, underpinned by co-operative values. In 2016 our schools cemented this collaboration through the formation of the BLP, a Multi-Academy Trust of 7 schools educating over 3000 children in East Leeds.

Our mission is to provide a cradle to career education that allows our children to enjoy lives of choice and opportunity. By the age of 18, we want every child to have the option of university or a high-quality alternative.

We are immensely proud of our reputation for being a highly inclusive Trust. We believe that with the right combination of love, structure and high expectations, all children can achieve, regardless of their socio-economic status, background or any barriers they may face.

We aim to establish great schools that develop knowledge, character and cultural capital to prepare children to play an anchor role in our community.

Our Values

- **Equality:** we are one team with one goal, unapologetically ambitious for all in the belief that every child can achieve, regardless of their background or socio-economic status. We work with each other and for each other.
- **Resilience:** We give 100% effort. We don't make excuses or give up when it's hard, embracing challenges as opportunities for growth. We know success is achieved incrementally.
- **Integrity:** we are open about our successes and areas for growth and take responsibility to become better, every day.
- **Respect:** our actions and words always honour students and families.

Our strategic anchors

All strategic decisions are linked to one of our four strategic anchors:



Building Belonging

As a community anchor, providing calm, orderly schools, underpinned by strong relationships and nurturing partnerships that support children and families.



Cradle to Career Curriculum

A Cradle to Career Curriculum that is coherent, knowledge-rich and builds cultural capital from nursery, through to A level



Growing Our People

High impact professional development, coaching and organisational culture that makes our trust a great place to work and learn



Effective Operations

Allow school leaders to focus on improving the quality of education in their schools

Our Schools

We are one team with one goal, committed to our vision to provide a transformative education from 2-18. We serve 3000 children and young people. Approximately 1600 children aged 2-11 attend our six primary schools, spread across the villages that make up our locality. The majority of our primary students attend our secondary phase, Brigshaw High school. This presents a unique opportunity for us to cohere a powerful cradle to career journey for our children and communities. Our schools are:

Allerton Bywater – 433 pupils serving the village of Allerton Bywater

Brigshaw High School – 1400 pupils

Kippax Ash Tree – 278 pupils serving the central part of the village of Kippax

Kippax Greenfield – 164 pupils serving the western side of Kippax

Kippax North – 244 pupils serving the northern side of Kippax

Methley – 427 pupils serving the village of Methley

Swillington – 211 pupils serving Swillington village

Two local church schools are associate members of the BLP, ensuring all children within our community have access to the same offer, whichever school they attend.

All trusts will say they face an 'exciting' future, but in the case of the BLP it has never been clearer.

Job Description

Post title	Deputy Headteacher
Salary	L4-L7
Accountable to	Head of School and Executive Headteacher
Start Date	September 2026
Hours of work	This is a full-time permanent position
Location	Swillington Primary School

We are looking to appoint an outstanding and talented **Deputy Headteacher** to join our successful team in 2026. This is an opportunity to be part of an established and committed team who are determined to ensure every child reaches their full potential.

We are looking for an excellent classroom practitioner who can provide a first-class education for our students, raising achievement and promoting outstanding progress.

Swillington Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Closing Date: Midnight Sunday 8th March 2026

Shortlisting: Week commencing Monday 9th March 2026

Interviews will take place on Tuesday 17th March 2026

PLEASE NOTE THAT SUCCESSFUL APPLICANTS WILL BE REQUIRED TO COMPLY WITH ALL BRIGSHAW LEARNING PARTNERSHIP POLICIES.

THE SUCCESSFUL APPLICANT WILL BE SUBJECT TO RELEVANT VETTING CHECKS, INCLUDING A SATISFACTORY ENHANCED DISCLOSURE BEFORE AN OFFER OF APPOINTMENT IS CONFIRMED. FOLLOWING APPOINTMENT, THE EMPLOYEE WILL BE SUBJECT TO RECHECKING AS REQUIRED FROM TIME TO TIME BY THE BLP.

Issues arising from references will be taken up at interview; all appointments are subject to satisfactory referen

Overall purpose of the post

You will provide high quality leadership, support and challenge to all staff to accelerate improvement and drive up standards, particularly in the quality of education, culture and the curriculum. You will establish a model and framework for excellence in teaching, teacher development, and a transformative curriculum that builds powerful knowledge and cultural capital.

Main duties and responsibilities:

- To fulfil the general responsibilities of Deputy Headteacher in line with the current School Teachers' Pay & Conditions Document.
- Assuming responsibility for the discharge of the Headteacher's functions and duties at any time when they are absent from the school.
- Working within the Senior Leadership Team (SLT) to provide vision, leadership and a clear direction for the school.
- Working within the SLT in creating and developing an organisation in which all staff recognise that they are accountable for the success of the school.
- Working within the SLT in the day-to-day management and organisation of the school.
- Working within the SLT in ensuring that financial management and administrative procedures in school support its vision and aims.
- Working within the SLT in the management and organisation of the school accommodation to ensure that it meets the needs of the curriculum and health and safety regulations.
- Working within the SLT in the production, implementation, monitoring and review of policies adopted by the Trust.
- Working within the SLT in the production, implementation, monitoring and evaluation of a school improvement plan which identifies priorities and targets for ensuring that pupils make progress and achieve high standards, as well as increasing teachers' effectiveness.
- Sharing in an overview of the curriculum and driving forward the vision and future developments with the SLT.
- Working within the SLT and with governors to recruit staff of the highest quality.
- Working within the SLT in the deployment, supervision and welfare of all staff.
- Working within the SLT with the discipline and pastoral care of all pupils
- Demonstrating a working understanding and knowledge of the National Curriculum, as applied in the primary school; planning and preparing lessons; teaching pupils assigned to you; setting and marking work; assessing, recording and reporting on the development, progress and attainment of pupils; communicating and consulting with colleagues, parents and relevant outside agencies.

- Leading on curriculum development and enrichment as well as providing leadership for a curriculum area.
- Being a member of the senior leadership team, attending leadership meetings with the Headteacher and other senior colleagues, continuing to develop leadership experience through CPD, supporting the school self-review and improvement programme and being responsible for the induction of new staff.
- Establishing a high standard of expectation, praising and sharing the good work of colleagues and children, reinforcing the positive approach to discipline, supporting colleagues in the hierarchical approach to dealing with behaviour.
- Ensuring open lines of communication, liaising with the Headteacher and relaying information to colleagues.
- Working alongside the Headteacher in monitoring the quality of teaching and learning across the school; leading on analysing data, identifying appropriate attainment and achievement targets; monitoring pupil standards and achievement against annual targets; monitoring planning, curriculum coverage and learning outcomes.
- Maintaining personal expertise and sharing this with other teachers, acting as a role model of good practice for other teachers, modelling effective strategies with them.
- Monitoring and evaluating standards of teaching, identifying areas for improvement, planning and implementing strategies to improve teaching where needs are identified.
- Taking joint responsibility for overseeing assessment, with particular emphasis on leading tracking and progress across the Federation.
- Carrying out the role of reviewer in the Performance Management process; Co-ordinating the CPD requirements for all staff, ensuring all development needs identified through performance management are met.
- Ensuring that the schools work closely in partnership with both the immediate and wider community by developing good home/school relationships and links with local commerce and business.
- Promoting effective liaison with local pre-school, primary and secondary schools / academies, leading the schools' involvement in project initiatives and acting as a link with all providers for the placement of students.
- Making a commitment to safeguard and promote the welfare of children for whom you have responsibility or come into contact with, to include adhering to all specified procedures.
- Contributing towards the wider ethos and appeal of the Trust.
- Complying with Health and Safety policies.

These duties are neither exclusive, nor exhaustive and the post holder will be required to undertake other duties and responsibilities which the CEO or Trust Board may determine.

This job description may be amended at any time in consultation with the postholder.

THE BRIGSHAW LEARNING PARTNERSHIP IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN. THIS POST REQUIRES ENHANCED DBS DISCLOSURE AND THE SUCCESSFUL APPLICANT WILL BE SUBJECT TO RELEVANT VETTING CHECKS, PRE-EMPLOYMENT HEALTH CHECK AND SUPPORTIVE REFERENCES BEFORE AN OFFER OF APPOINTMENT IS MADE, AND WILL ALSO BE SUBJECT TO RECHECKING AS APPROPRIATE

Person Specification – Deputy Headteacher

	Essential Attributes	Desirable Attributes
Qualifications	Qualified Teacher Status	National Professional Qualification for Headship
Professional Development	Knowledge of current educational practice and issues Evidence of continuing professional development	Take responsibility for their own professional development
Skills	<p>Exemplary classroom practitioner and role model for excellent teaching and learning</p> <p>Able to analyse and interpret data, identify trends and develop and deliver appropriate support and intervention strategies for improvement</p> <p>Has a good working understanding of assessment and tracking</p> <p>Has a sound understanding of strategies to enhance teaching and learning opportunities.</p> <p>Has a good understanding of school self-evaluation and improvement planning.</p> <p>Has a good understanding of current educational initiatives and relevant legislation.</p> <p>Competent in the use of ICT</p> <p>Communicates well orally and in writing at all levels</p> <p>Able to plan, organise and prioritise.</p> <p>Proven leadership qualities to motivate and inspire others</p>	
Knowledge and Understanding	3 years experience at middle or senior leadership level within Primary stage	The implications of the Code of Practice for Special Educational Needs for teaching and learning

Leadership	<p>As the lead professional, show an ability to advise and support other staff</p> <p>Establish clear expectations and constructive working relationships in your own classroom through team working and mutual support; devolving responsibilities and delegating tasks where appropriate</p> <p>Plan, allocate, support and evaluate work undertaken by other staff in the classroom</p>	Lead professional development through example and support
Disposition and Attitude	<p>Fully supportive of the ethos and values of the school</p> <p>Embraces change well</p> <p>Deals with difficult situations effectively</p> <p>Evidence of being able to build and sustain effective working relationships with staff, governors, parents and the wider community.</p> <p>Willing to take part in extracurricular activities</p>	Able to demonstrate innovation in school leadership
Other Conditions	<p>Registered with TRA</p> <p>School operates a no smoking policy</p> <p>Enhanced DBS check through BLP</p>	

Requirements of The Asylum and Immigration Act 1996

In order to comply with the requirements of the Asylum and Immigration Act and to confirm your eligibility to work in the UK you will be required to produce one or more of a statutory list of documents. A photocopy will be taken of the documentation before your interview and will be destroyed in the event that you are unsuccessful in your application. If you are appointed, the photocopy of the document confirming your identity will be placed on your personal file.

The documents that you may use are listed below:

- United Kingdom passport
- European Economic Area passport
- National Identity Card
- United Kingdom residence permit

OR

An official document with a National Insurance Number

PLUS

One of the following:

- A full birth certificate from the United Kingdom, Channel Islands, Isle of Man or Ireland
- A letter from the Home Office
- An Immigration Status document endorsed by the Home Office

The original document will be returned to you as soon as it has been photocopied.

Application Process and Safeguarding Requirements

<i>Making an Application</i>	<i>Interview and Selection Process</i>
Application form <p>If you wish to be considered for this post, please complete the online application form providing full details of your education and employment history, including any unpaid or voluntary work. Where there are gaps in your employment, please state the reasons why (e.g. gap year, career break, unemployed, etc). The person specification, provided with the details of the post, lists the essential and desirable criteria against which each application will be assessed at each stage of the Recruitment and Selection Process.</p> <p>You will note that we require details of two referees, one of which must be your current or most recent employer.</p> <p>CVs are not accepted as part of the application process.</p>	<p>Those candidates who meet all the requirements for the post will be shortlisted and details of the interview programme will be confirmed in writing.</p> <p>As part of the selection process, in addition to assessing your skills and knowledge against the requirements of this role, specific questions will be asked to assess your suitability to work with children.</p> <p>Under the Disability Discrimination Act 1995 and 2005, we are legally required to consider making reasonable adjustments to ensure that disabled people are not disadvantaged in the recruitment and selection process. We are therefore committed to meeting, wherever possible, any needs you specify on the application form. Please contact the school if you need to discuss this in any detail.</p> <p>We will consider any reasonable adjustments under the terms of the Disability Discrimination Act to enable an applicant with a disability (as defined under the act) to meet the requirements of the post.</p>
Supporting information <p>This section of the form is very important. It gives you an opportunity to explain why you are applying and why you are the best person for this job. Use the job description and person specification as your guide and give specific examples, where possible, to demonstrate how you match the requirements for this post. If you do not have enough space, please attach a separate sheet.</p>	<hr/> <p><i>Induction and Continuous Professional Development</i></p> <hr/> <p>The head teacher and Local School Committee are committed to ensuring your well-being and continuous professional development in this role. On appointment the appropriate Line Manager will discuss an appropriate induction programme with you that will help familiarise you with the culture of the school, local practices, policies and expectations.</p> <p>You will be offered the opportunity to further develop your professional knowledge by participating in local training events and, where appropriate, working towards further qualifications.</p>

Pre-employment checks	School Policies
<p>References</p> <p>If you are shortlisted, we will normally take up references before the interview date. One of your referees must be your current or most recent employer. Two satisfactory references must be received before we confirm any offer of an appointment. The information we request will relate to salary, length of service, skills and abilities, suitability for the job, disciplinary record and suitability to work with children.</p> <p>Copies of references or references that are addressed "to whom it may concern" will not be accepted. On receipt of references, your referees may be contacted to verify any discrepancies, anomalies or relevant issues as part of the recruitment verification process.</p>	<p>Child Protection</p> <p>This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We have a designated senior member of the leadership team who is responsible for referring and monitoring any suspected case of abuse. All members of staff will receive training in line with our child protection policy.</p>
<p>DBS & Disqualification checks</p> <p>Employment at this school is subject to an enhanced check with children's barred list through the Disclosure and Barring Service. Employment is also subject to a childcare disqualification check. All such checks must be satisfactory before we confirm any offer of appointment.</p> <p>Under the Rehabilitation of Offenders Act 1974 (Exemption Amendment) Order 1986, there are a number of jobs where we must take account of convictions, even though they are 'spent'. All posts at this school are regarded as such. However, spent and/or unspent convictions may not necessarily make you unsuitable for appointment. Please ensure you complete the Criminal Record Declaration Form and submit this alongside your completed application form.</p>	<p>Whistle Blowing</p> <p>We recognise that children cannot be expected to raise concerns in an environment where staff fail to do so. Therefore, our policy is to ensure that all staff are made aware of their duty to raise concerns about any inappropriate attitude or actions of colleagues.</p>
<p>Prohibition checks (Teaching posts only)</p> <p>Prior to confirming an offer of employment, the school is required to make a mandatory check to ensure a new employee does not have any prohibitions, sanctions and restrictions that might prevent the individual from taking part in certain activities or working in specific positions. The check is undertaken by the school using the Teacher Services, DfE Secure Access Portal.</p>	<p>Code of Conduct and Personal Behaviour</p> <p>The school believes that it is essential for standards of conduct at work to be maintained to ensure delivery of quality services and also to protect the well-being of all its employees and pupils.</p> <p>The Headteacher and Local School Committee regard everyone working at our school as a role model to our pupils. As such employees should conduct themselves with integrity, impartiality and honesty. Furthermore, everyone in the school has an absolute duty to promote and safeguard the welfare of children.</p>
	<p>Equal Opportunities</p> <p>We are committed to promoting best practice in our efforts to eliminate discrimination and to create a working and learning environment where all are treated fairly and with respect.</p> <p>We take action to ensure that nobody is treated less favourably than anyone else because of their colour, race, ethnic or national origin, religion, gender, sexual orientation, disability or age.</p> <p>Full details of all these policies are available in school.</p>

Validation of Qualifications

All short-listed candidates will be asked to bring original certificates of relevant essential qualifications for the role to interview. These will be photocopied and kept on file and may be confirmed as genuine with the relevant awarding bodies.

Right to Work in the United Kingdom

Under the Asylum and Immigration Act 1996, it is a criminal offence to employ anyone who is not entitled to live or work in the United Kingdom. Applicants can expect us to ask for proof of this at interview stage, where you will be asked to provide some original documentation to confirm that you are eligible to work within the UK. Photographic proof of identity will also be required.

Medical Assessment

A satisfactory medical assessment will be required for newly appointed staff before we confirm any offer of an appointment.

The Brigshaw Learning Partnership Schools Map

