



DEPUTY TO THE EXECUTIVE HEADTEACHER

Leadership Spinal Point L19 - L23 | Permanent | Full Time | January or April 2026 Start

We are looking to appoint a Deputy Headteacher to join an exciting and innovative school. The position would be based at the Primary site and suit an energetic and creative professional who is looking to make a difference to the lives of autistic children and young people. Experience of working in a Special School and Senior Leadership is essential.

Phoenix is a well-established school with over 500 Students. It is an Outstanding (Ofsted 2024) Special School for students aged 3-19 with severe language and communication difficulties including autism. The school offers a unique education to the children of Tower Hamlets. We are an award-winning school, accredited through the National Autistic Society and praised for our creative approach. We work across several sites including satellites in two mainstream schools and also offer support to mainstream schools through our pilot Specialist Classrooms.

The school has excellent facilities and resources to support teaching and learning. There is a comprehensive induction and training programme for new and existing staff.

If you feel you have the skills, experience and drive to take on this role and become a member of our team, we would very much like to hear from you.

The Role:

- To work with the Executive Headteacher to lead and manage the school and to deputise in the absence of the Executive Headteacher on the Primary site
- To assist the Executive Headteacher with maintaining parental relationships
- To maintain high standards of teaching and learning and quality of education alongside the Senior Leadership Team and be accountable for the reporting of data
- To oversee the management and organisation of the timetable
- To be responsible for relevant school policies and risk assessments in the school.
- To lead and hold all staff accountable on school systems and procedures.
- To take a leading role in the Safeguarding Team and liaise with professionals
- To be responsible for the health and safety of the Primary school site and the management of all related policies

Our Offer:

- A friendly and supportive school that values collaboration. We encourage our whole community to model our values and work together as one school
- A creative and inspiring curriculum with bespoke pathways to meet the needs of our students
- A variety of fun whole school events to celebrate the amazing Phoenix community
- Support to fulfil your professional development
- The support of our strong, caring and committed staff and multi-disciplinary team including the Governing Body and experienced Senior Leadership Team
- Access to Tower Hamlets Education Partnership: THEP
- A strong and committed Outreach Team

How to apply

The application form can be found on the school website - www.phoenix.towerhamlets.sch.uk and TES

Please return completed application form to: recruitment@phoenix.towerhamlets.sch.uk – **CVs not accepted**

Closing date: 9am, 6th October 2025

Shortlisting: 6th & 7th October 2025

Interviews & Assessments: 13th October 2025

We recommend visits to the school.

Please contact:

Stacey Marsh, Executive Headteacher's PA,

stacey.marsh@phoenix.towerhamlets.sch.uk or call 020 8980 4740

Our school is committed to safeguarding and promoting the welfare of children, young people, and staff. The successful candidate will require an enhanced DBS clearance. We welcome applications from suitably skilled candidates regardless of ethnicity, gender, disability, sexuality, religion or age.

Community | Respect | Engagement | Aspiration | Trust | Equality