

Upper Shirley High School

Deputy Head (Student Development, Welfare & Behaviour)

(L19-23)

Required for September 2019

USH is delighted to welcome applications to join our senior leadership.

USH has made significant progress in the last three years and is now placed in the top 10 Hampshire schools for Progress 8. We pride ourselves on our inclusivity and we are a local school of choice. We are looking for someone who shares our commitment to young people and who has a proven track record in school improvement. In return, we can offer you an opportunity to join a school which is ambitious, dynamic and highly-regarded in the local community. USH has energy and drive and is a highly stimulating place to be. We encourage interested professionals to look at our website and come in for a tour to get a 'feel' for USH before applying.

The successful candidate will join a team which includes another Deputy (Teaching & Learning), one Assistant Head and Business Manager.

The role:

Firstly, the successful candidate will have:

- An ability to secure impact with a positive, professional approach
- A literate, curious mind, backed by excellent technical capability in student development, pastoral care, safeguarding and behaviour.
- Excellent clear-thinking and decision-making skills.
- A cool head and a warm heart.

Full details and application forms can be downloaded from our website: http://uppershirleyhigh.org/staff_vacancies . Please return your completed applications to applications@ushschool.org .

We positively encourage prospective candidates to visit our school prior to applying, please contact our HR Officer, Georgina Figgins, to arrange this. Her email address is: Georgina.Figgins@ushschool.org

Closing Date: Noon, Friday 26th April 2019

Interview Date Day One: Friday 3rd May 2019

Interview Date Day Two: Wednesday 8th May 2019

THE JEFFERYS EDUCATION PARTNERSHIP

The Jefferys Education Partnership is part of an umbrella Trust called the Hamwic Trust. At the Hamwic Trust we offer unique opportunities for those individuals that excel in education.

We aim to deliver an outstanding education to our pupils and to do so we must employ *outstanding* people.

We offer a training pathway for all employees including teachers, support staff and our middle and senior leaders.

Our staff have opportunities to work on cross phase projects and to work in other schools within the Trust in order to gain invaluable experience and enhance their skills.

All schools within the Hamwic Trust are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.

We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks, along with other relevant employment checks.

JOB DESCRIPTION

Strategic direction of this role:

- To ensure all students succeed in our Personal Development Curriculum.
- To lead pastoral teams in their pursuit of exceptional student support.
- To ensure, as Designated Safeguarding Lead, that our Safeguarding practices continue to deliver the highest standards.
- To drive student leadership throughout the school.
- Deputise for the Headteacher and in all aspects of the role, to ensure no loss of momentum in securing our collective progress. Importantly, ensuring the main aims and ethos of the school are upheld in all professional business.

You will make a positive contribution to the vision, leadership and quality of education at the school; helping shape the school's future and ensuring that everyone is enabled to contribute effectively.

You will assist the Headteacher in ensuring the highest possible standards of education, through the promotion of effective teaching and learning experiences, an enjoyable and enriched curriculum and the provision of excellent pastoral care.

Responsibilities

- You will play a key role in promoting the aims, value and ethos and facilitate effective communications with all stakeholders.
- You will ensure both key stages are progressive models of forward-thinking learning experiences, which secure high quality outcomes for all groups of students.
- You will ensure the development and operation of effective recording and reporting systems, using the full potential of technology and data systems to set targets, monitor students' progress and raise engagement and attainment for all groups of students.
- You will play a lead role in developing and implementing the school's behaviour for learning priorities, through effective procedures, the development of personalised learning and curriculum enrichment opportunities.
- You will lead our SENCo (in-training) to deliver on group priorities.
- You will maintain a strong awareness of the school's performance with regard to the quality of learning and you will line-manage subject leaders to ensure high standards for all-particularly the disadvantaged.
- You will lead and co-ordinate the construction of the relevant sections of the annual development plan and self-evaluation process, including strategic bids and initiatives, to secure continuous improvement.
- You will contribute to the smooth running of the senior team's school improvement work.

- You will assist the Headteacher with the recruitment and development of excellent staff and in ensuring high standards of discipline and morale throughout the school community.
- You will assist the Headteacher in ensuring budgets are effectively managed and that the school delivers value for money. You will ensure that child protection and safeguarding of students are given high priority.

Conditions of employment

- The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the contract of employment).
- The post holder is required to support and encourage the school's ethos and its objectives, policies and procedures, as agreed by the governing body.
- You will uphold the school's policy in respect of child protection and safeguarding matters.
- You will be subject to all relevant statutory requirements, as detailed in the most recent School Teachers' Pay and Conditions Document.
- Attention is also drawn to the requirements for planning, preparation and assessment time, under which all teachers at a school with timetabled teaching commitments, have a contractual entitlement to guaranteed PPA time within the timetabled teaching day.
- The amount of guaranteed PPA time should be set as a minimum of at least 10% of a teacher's timetabled teaching time.
- The post holder may be required to perform any other reasonable tasks after consultation.
- This job description allocates duties and responsibilities, but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed.
- This job description will be reviewed at least once a year and it may be subject to modification at any time, after consultation with the post holder.
- All staff members are required to participate in the school's performance management process

PERSON SPECIFICATION:

DEPUTY HEADTEACHER (Student Development, Welfare & Behaviour) SALARY: L19-23

	ESSENTIAL	DESIRABLE	EVIDENCE
Qualifications and Training	<ul style="list-style-type: none"> • Qualified Teacher status • Degree • Relevant Qualifications • Safeguarding experience • Relevant in-service training during the last three years 	<ul style="list-style-type: none"> • A range of relevant in-service training during the last three years which includes accreditation • DSL • Leadership of performance data systems 	<ul style="list-style-type: none"> • Application Form • Application • Letter • References
Experience	<ul style="list-style-type: none"> • Significant successful teaching experience and an excellent classroom practitioner • Significant Leadership and Management experience and impact in a secondary school at a senior level • Experience of leading successful whole school positive change • Experience of Pastoral Leadership (well-being and behaviour) and/or development of Teaching & Learning • Involvement in leading CPD at whole school level 	<ul style="list-style-type: none"> • Experience in more than one school • Collaborative work with other schools 	<ul style="list-style-type: none"> • Application Form • Application • Letter • References • Interview Process
Knowledge and Values	<ul style="list-style-type: none"> • Ability to articulate a sound educational philosophy consistent with the school's aims • Enthusiasm for learning • Empathy and ability to connect with young people • A good ability with technology • Be committed to having a positive impact on the learning and teaching of students in your charge. 	<ul style="list-style-type: none"> • Broad educational understanding (beyond Secondary) and political awareness 	<ul style="list-style-type: none"> • Application Form • Application • Letter • References • Interview Process
Personal	<ul style="list-style-type: none"> • Inspirational Leadership skills 		<ul style="list-style-type: none"> • Application Form
Qualities	<ul style="list-style-type: none"> • Ability to work on own initiative • Ability and willingness to work with a wide range of people • Very good health, attendance and punctuality records • Excellent interpersonal skills • Smart professional appearance • Track record of performing as part of a team • Be ambitious and keen to contribute to whole school development • Positivity & Resilience 		<ul style="list-style-type: none"> • Application Form • Application • Letter • References • Interview Process