

Deputy Headteacher

Recruitment Pack



**NEAT Academy Trust Registered Office, 1 Hedley Court,
Orion Business Park, North Shields, Tyne and Wear NE29 7ST**
Trust telephone: 0191 2284090
Trust website: www.neat.org.uk
School telephone: 0191 224 0222
School website: www.centralwalkerce.newcastle.sch.uk/website

Message from the CEO, NEAT Academy Trust

Thank you for your interest in finding out more about the role of Deputy Headteacher within Central Walker Church of England Primary School.

This pack tells you more about our trust, the role and the person we are looking for. The NEAT Academy Trust Youtube channel has a welcome video at https://www.youtube.com/watch?v=jd8aeTt8_pU&t=1s so you can see our trust in action and find out more about us.

We believe we make a greater difference by being together as one trust and having shared values at the heart of what we do. We'd love to hear from you if you share this view.

We look forward to receiving your application.

Debi Bailey, CEO



Message from the Headteachers

We are delighted to be able to add to our Senior Leadership Team by recruiting to this role for January 2022. This will enable us to take forward the strategic vision and Christian ethos of our school with the support of the trust and our local governors, and build on our successful Ofsted inspection from March 2020.

We would like to encourage you to visit our school - we have open days on Wednesday 22nd and Wednesday 29th September 2021. We would love to meet prospective candidates and show you the nurturing environment we have created at Central Walker Church of England Primary School. It will also give us the opportunity to tell you more about the role and how you can be part of our caring, ambitious and talented team.

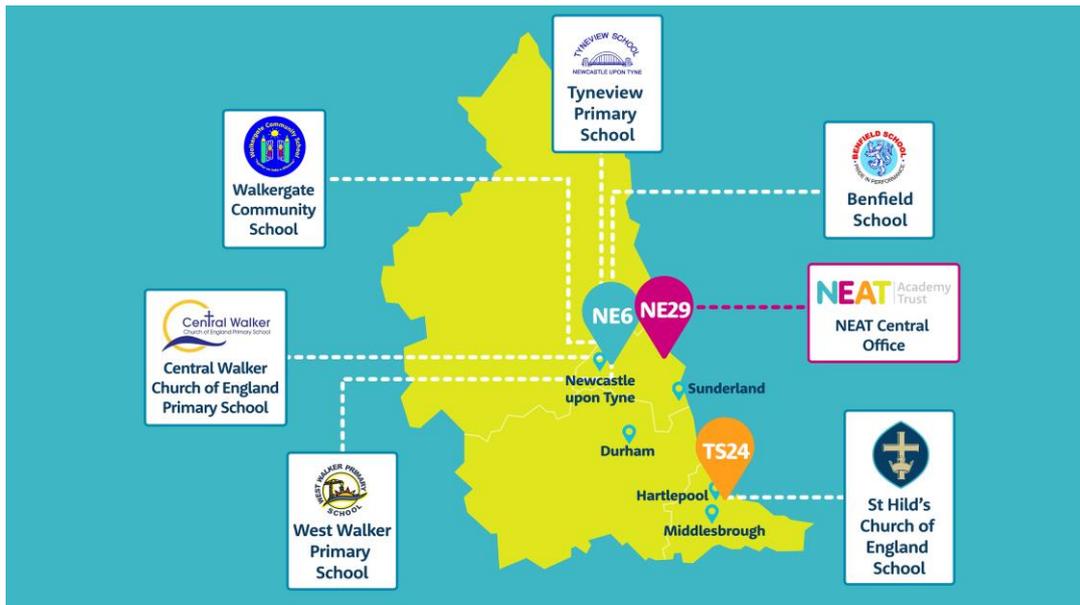
Please confirm your attendance by telephone on 0191 2240222 or by e-mailing admin@centralwalkerce.newcastle.sch.uk.

Dawn Day & Faye Kerr
Job Share Headteachers



About NEAT

Our trust was established in 2017 and currently consists of four primary and two secondary schools located in Newcastle upon Tyne and Hartlepool.



We are a “mixed” multi academy trust as we have two Church of England schools and four schools without a religious character. The trust is set up to ensure each school preserves its particular status. We work in partnership with the Joint Education Team for the Dioceses of Durham and Newcastle to ensure the trust has effective governance arrangements and on strategic matters that particularly affect our Church schools.

Newcastle Research School at Walkergate has been selected by the Education Endowment Foundation (EEF) and the Institute for Effective Education to be part of their nationwide network of research schools.

All of our primary schools are currently judged “Good” by Ofsted and we continue to strive for improved outcomes for all our pupils and prepare them for life after school.



3,200 pupils



£23 million budget



485 staff

About NEAT



Pupils from all five schools with Debi Bailey, CEO of NEAT and Roger Alston OBE, Chair of the NEAT Board of Directors

Making a difference together

Each school is encouraged to have its own ethos and character but to work collectively as one trust to achieve our shared purpose, vision and strategic priorities.

Our shared purpose

We exist to **nurture**, **educate**, **achieve** and **transform** together.

- **Nurture** - we support and challenge to enable growth.
- **Educate** - we prepare successful, lifelong learners.
- **Achieve** - we strive to be the best we can be.
- **Transform** - we provide experiences and opportunities that enrich and empower.



Our values

Our values are the behaviours that will enable us to achieve our shared purpose and deliver our vision:



Our vision for 2021-2026

We are one trust working with partners to grow potential.

Our governance arrangements

The trust is a charitable company. We have a strong and effective Board of Directors, who are also the charity's trustees. The Board of Directors delegates the operational running of the trust to the CEO. Headteachers also have a role in making decisions. Each school's Local Governing Committee provides an important scrutiny and evaluation role at local level to provide assurance to the Board about the quality of education and the quality of care provided for pupils, and to engage with stakeholders including parents and carers.

Finding out more about NEAT

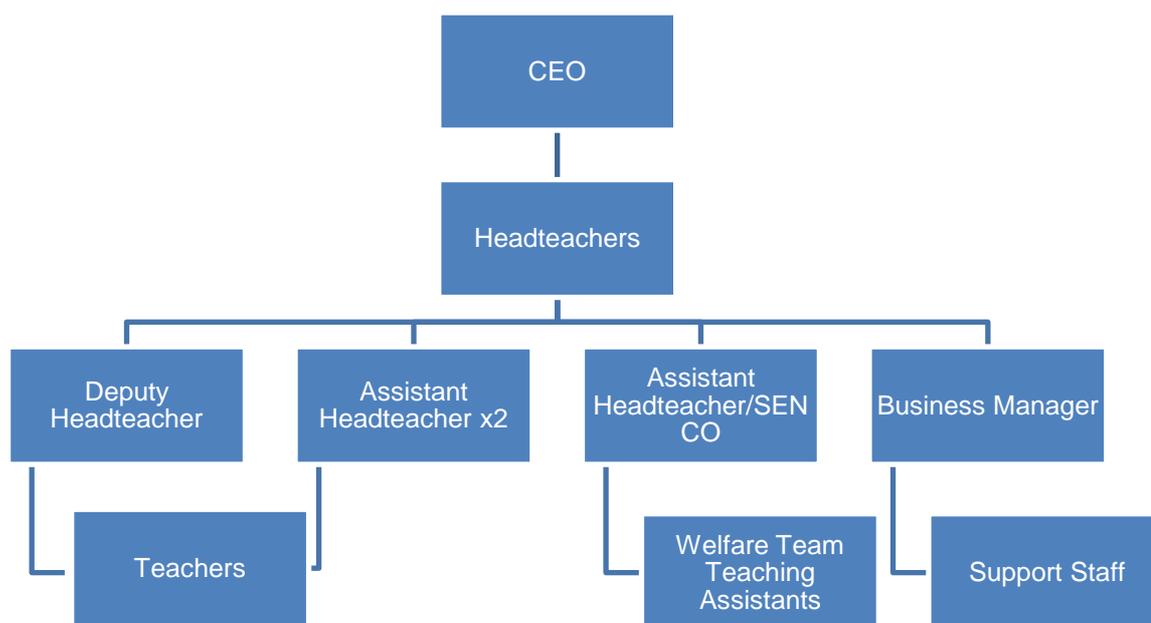
You can watch our Welcome to NEAT video on our Youtube channel at:
https://www.youtube.com/watch?v=jd8aeTt8_pU&t=1s

About Central Walker Church of England Primary School

We are an inclusive Church of England Primary School, acknowledging the rich, cultural diversity of our community. Our ethos is based on the Christian Values that we all need to help us lead a good and purposeful life. We recognise that all our children have immeasurable potential and that it is our responsibility to ensure they are given every opportunity to flourish as successful individuals. We will endeavour to achieve this by providing an environment where all children can demonstrate a love of learning, a love of life – a place for them to thrive and shine within a Christian setting.

We are a two-form entry inner city primary school in the east end of Newcastle upon Tyne with 405 children currently on roll. The school is semi open plan providing 5 main areas, one for each of the four phases: EYFS, KS1, LKS2, UKS2 and one for pastoral and pupil welfare. We are delighted to have a new Early Years building opening this September to accommodate the growing number of children starting their educational journey at our school and we are now able to offer places for 30 Pre-School children and both a morning and afternoon Nursery class provision up to 60 children.

Central Walker is in the top 20% of schools nationally for the percentage of children eligible for pupil premium which is currently 75.8%. We have a higher than average proportion of children on the SEND register (26%) and our EAL figure has risen over the last few years due to changing demographics within the local community and currently sits at 27%.



The advert

Deputy Headteacher **Leadership Pay Range L10 – L14 £52,723 - £58,135** To start January 2022

Our school is one of six primary and secondary schools within the NEAT Academy Trust family of schools. At the heart of our trust is the aim to nurture, educate, achieve and transform the lives of all young people within the communities we serve across the North East. We have a national research school, which aims to build and strengthen networks of schools throughout the region and help them access effective education research and implement it in everyday practice.

Central Walker is a supportive, welcoming and motivated school community, working hard to achieve high standards. We acknowledge the rich, cultural diversity of our community in the east end of Newcastle upon Tyne. Our ethos is based on the Christian Values that we all need to help us lead a good and purposeful life.

We are seeking to appoint an enthusiastic, highly skilled Deputy Headteacher who can contribute to improving the learning experiences of young people. As a Church of England School, in an area of socio-economic disadvantage, a passion for inclusion is essential.

We are looking for a leader who can inspire and influence and who:

- Demands ambitious standards and high expectations for all pupils.
- Has a detailed understanding of the essential components of quality first teaching, can define a vision for quality first teaching and drive teaching and learning across the whole school.
- Has experience of contributing to leadership and management in a primary school as a member of the Senior Leadership Team.
- Can demonstrate behaviours consistent with the trust's values: aspirational, collaborative, inclusive, innovative and responsible.
- Can drive the school's Christian ethos and religious character and be a positive Christian influence in the school.

In return we offer:

- A positive and caring Christian ethos.
- A team of hardworking, dedicated and friendly staff where everyone is valued.
- A commitment to continuing professional development
- The benefit of working in a highly collaborative multi academy trust

If you would like to join us and feel you could thrive in a collegiate and positive atmosphere, then please read the accompanying person specification and job description and return completed application form, criminal records declaration form and equalities monitoring form by e- mail to HR@neat.org.uk no later than 12 noon on Friday 1st October 2021.

NEAT Academy Trust is committed to safer recruitment practice and promoting the welfare of children and expects staff and volunteers to share this commitment.

The job description

Job Title:	Deputy Headteacher		
Location:	Central Walker Church of England Primary School		
Date:	September 2021	Status:	Final
Responsible to:	Headteacher(s)		
Responsible for:	Assigned academy teaching and support staff		
Job purpose:	Work with the Headteacher(s) to: <ul style="list-style-type: none">• Play a lead role in formulating the aims/objectives of the school and establishing the policies and practices through which they are to be achieved• Be responsible for monitoring outcomes and progressing actions• Proactively manage staff and resources• Assist the Headteacher(s) to preserve and develop the school's religious character as a Church of England school.• Leadership of one or more significant whole school priorities e.g. curriculum, inclusion.• Carry out the professional responsibilities of a teacher.• Deputise for the Headteacher, when required.		

The following is typical of the duties the post holder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

Main responsibilities as Deputy Headteacher:

Carry out the professional responsibilities of a Deputy Headteacher, in addition to those of a Teacher, as set out in the School Teachers' Pay and Conditions Document. Carry out teaching duties in accordance with the school's schemes of work and the National Curriculum.

Educational leadership and management

1. Contribute to the development, monitoring and evaluation of a robust school improvement plan and take personal responsibility for one or more key priorities.
2. Assist the head teacher in the management, organisation and running of the school, including contributing to the development and implementation of school aims/ objectives, procedures, policies and practices.

3. Develop a shared expectation of outstanding learning and teaching and ensure staff are provided with effective opportunities to develop their professional expertise.
4. Support an aspirational and innovative culture of learning and teaching in the academy.
5. Support the Headteacher to develop and implement an effective curriculum that enables all learners to achieve.
6. Ensure the welfare and safety of all students from all groups, including their safeguarding.
7. Act as one of the school's Designated Safeguarding Leads, providing advice and support to staff, liaising with the local authority and working with other agencies to ensure safeguarding issues are dealt with promptly and effectively.
8. Develop and implement assessment strategies, data analysis and appropriate intervention programmes to ensure that identified standards of learner achievement are met.
9. Enhance the teaching practice of others through monitoring/evaluation and promoting improvement strategies to secure effective teaching and learning for learners.
10. Line manage a team of staff including the effective recruitment, appraisal and development of its members in order that the team's objectives are achieved.
11. Facilitate an ethos within the team which encourages staff to work collaboratively, share knowledge and understanding, celebrate achievements and accept responsibility for outcomes.
12. Undertake the professional duties of the Headteacher in the event of their absence from the school, as required by the Headteacher or Chief Executive Officer.

Strategic leadership and management

1. Work with the Headteacher, as a member of the Senior Leadership Team, and with stakeholders to develop a positive, Christian school ethos and culture, leading on specific school priorities.
2. Develop and maintain the values of NEAT within the academy.
3. Contribute professionally to the broader NEAT agenda including the development and delivery of strategic plans and priorities.

People leadership and management

1. Be a role model in a culture of working together to achieve high standards throughout the academy.
2. As delegated, manage performance and ensure that staff receive appropriate support to achieve those high standards.
3. Ensure appraisal and ongoing feedback for allocated staff in the academy.
4. Facilitate a climate of reflective practice and professional development that enables all staff to achieve their best. Participate in, and where appropriate, lead staff training and development and continuous professional development. Contribute to and participate in shared CPD arrangements across NEAT.
5. Develop the capacity of colleagues encouraging staff to work collaboratively, share knowledge and understanding, celebrate achievements and accept responsibility for outcomes.

Parental, community and sector engagement

1. With the Headteacher, develop strong and effective partnerships with parents.
2. With the Headteacher, develop a thriving sense of school community to include present, past and future pupils and parents.
3. Create proactive links with the community including, for example, businesses, feeder schools, other local schools, local community groups and religious organisation.
4. Take an active role in developing networks across the education sector including other primary schools and multi academy trusts.

Responsibility as a Teacher:

To be accountable for the educational progress of all learners within any designated classes/groups through effective learning and teaching.

General responsibilities as NEAT employee:

1. Assist in maintaining a healthy, safe and secure environment and act in accordance with the trust's health and safety policies and the school's/central team's health and safety procedures.

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2. Promote and implement the trust's equality, diversity and inclusion policy in all aspects of employment and service delivery.
 3. Promote and safeguard the welfare of children and young person's s/he is responsible for, or comes into contact with, in accordance with the trust's safeguarding policy and school's child protection policies and protocols.
 4. Work to promote the vision and values of the trust.
 5. Participate in appraisal, training and development and other activities that contribute to performance management.
 6. Attend and participate in regular team and 1:1 meetings.

The person specification

JOB TITLE:	Deputy Headteacher
DATE:	September 2022

CRITERIA	Essential/ Desirable	Application	Tasks	Interview	Vetting checks
Knowledge and qualifications					
1. Qualified teacher status	E	✓			✓
2. National Professional Qualification for Senior Leaders (NPQSL) or other post-qualification educational leadership/management qualification e.g. MEd	D	✓			✓
3. Evidence of personal commitment to lifelong learning	E	✓		✓	
4. Current knowledge and understanding of national and local education policy, curriculum and management issues	E	✓		✓	
5. Thorough understanding of how young people learn and the core features of effective curriculum planning, delivery and assessment from Early Years to Key Stage 2 and transition to secondary	E		✓	✓	
6. Has a detailed understanding of the essential components of quality first teaching.	E		✓		
Experience					
7. Demonstrable experience of teaching in primary to improve pupil outcomes	E	✓		✓	
8. Experience of contributing to leadership and management in a primary school as a member of the Senior Leadership Team	E	✓		✓	
9. Previous experience as an Assistant Headteacher or Deputy Headteacher	D	✓		✓	
10. Track record of success in at least one of the following: developing and implementing whole school strategies to improve behaviour or attendance; using whole school data to plan and implement effective interventions to improve outcomes; leading whole school teaching and learning, assessment or curriculum development	E	✓		✓	
11. Experience of working with stakeholders, parents and the community	E	✓		✓	
12. Evidence of developing and coaching colleagues	E	✓		✓	
13. Able to demonstrate holding colleagues to account	E	✓		✓	

Skills and competencies					
14. Can drive the school's Christian ethos and religious character and be a positive Christian influence in the school.	E	✓		✓	
15. Models good practice and leads by example with integrity, positivity, creativity, resilience and clarity	E	✓	✓	✓	
16. Able to translate school improvement priorities into practical actions which support and empower pupils and staff to succeed	E	✓	✓	✓	
17. Can define a vision for quality first teaching and drive teaching and learning across the whole school.	E	✓	✓		
18. Demands ambitious standards and high expectations for all pupils to overcome disadvantage and advance equality	E	✓	✓	✓	
19. Supports a culture of self-evaluation and demonstrate commitment, engagement and involvement in the school development planning process	E	✓	✓	✓	
20. Personal drive to effectively plan workload and set priorities for self and others	E	✓	✓		
21. Team leader who effectively manages own behaviour and relationships with others to provide appropriate support and challenge	E		✓	✓	
22. Excellent oracy and communication skills that are effective for a range of audiences including how best to approach difficult or sensitive issues	E		✓	✓	
23. Committed to working with other professionals to champion best practice and secure excellent outcomes for all pupils	E	✓	✓	✓	
24. Ability to safeguard and promote the welfare of children including motivation to work with children, forming and maintaining appropriate relationships and personal boundaries with children and young people, emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline	E			✓	✓
Other					
25. No disclosure about criminal convictions, barring or misconduct that is considered to make the candidate unsuitable for this particular role	E	✓		✓	✓
26. No concerns about medical fitness or attendance that is considered to make the candidate unsuitable for this particular role	E				✓
27. Embraces and displays the NEAT values: aspirational, collaborative, inclusive, innovative, has integrity, responsible	E	✓	✓	✓	✓

Living in North East England

Famous for the friendliness of its people, North East England combines vibrant city life with breathtaking countryside and a spectacular coastline within easy reach.

Transport links within Newcastle upon Tyne and surrounding areas combine bus services with the Tyne and Wear Metro. The East Coast Main Line provides accessible rail travel to Edinburgh, York and London. Newcastle Airport is located only 6 miles from the city centre and offers a range of domestic and overseas destinations.

Lonely Planet sums up the city as follows, “Against its dramatic backdrop of Victorian elegance and industrial grit, this fiercely independent city harbours a spirited mix of heritage and urban sophistication, with excellent art galleries and a magnificent concert hall, along with boutique hotels, some exceptional restaurants and, of course, interesting bars...The city retains deep-rooted traditions, embodied by the no-nonsense, likeable locals.”

<https://www.lonelyplanet.com/england/northeast-england/newcastle-upon-tyne>



Working within NEAT

We offer our colleagues:

- great opportunities for continuing professional development including access to Outstanding and Developing Teacher Programmes and National Professional Qualifications for leadership roles, as well as trust-wide training and career pathways
- membership of the Teachers' Pension Scheme (for teachers) or the Local Government Pension Scheme (for support staff), which the trust also contributes to on your behalf
- recognition of previous service with other schools/academies, local government etc
- access to flexible working/accrued time policies wherever practicable
- a staff wellbeing offer
- good public transport and road links.

NEAT commitment to equality, diversity and inclusion

We are committed to advancing equality, diversity and inclusion within NEAT and in our relationships with partner organisations, suppliers and contractors. Equality is about creating a fairer society where everyone has the opportunity to fulfil their potential. Diversity is about recognising and valuing difference in its broadest sense. Inclusion enables everyone to have a sense of belonging. All of these are at the heart of our inclusive approach as an employer and education provider.

We seek to attract and retain a progressive and diverse workforce and aim to provide a stimulating, rewarding and dynamic working environment where all colleagues can thrive, develop and fulfil their aspirations.

NEAT commitment to safeguarding children and young people

The trust and our schools are highly committed to safeguarding and promoting the welfare of children and young people.

We want to ensure candidates support this commitment. During the recruitment process we ask all applicants to tell us in confidence about any criminal convictions they have. This does not mean that you cannot work for NEAT if you have a criminal conviction as we will consider the age of the conviction, whether it is relevant to the job you applied for and any mitigating factors before making a decision. The successful candidate will also need to obtain an enhanced certificate from the Disclosure and Barring Service (DBS).

You should also expect that we will explore at interview any gaps in your employment history, why you want to work with children and young people and if you are able to keep them safe from harm. We also request information about your suitability to work with children from your referees, one of which must be your current or last employer.

Applying for this vacancy

Please read the job description/person specification for the post and the guidance notes thoroughly before completing an application form. Your completed application form, criminal record declaration form and equalities monitoring form must be received by **e-mail** no later than **12 noon on Friday 1st October 2021** to: HR@neat.org.uk. Please note that we do not accept CVs.