

Assistant Headteacher
(Curriculum, Progress and Intervention)

Leadership Pay Scale: L10 – L14

**Salary pay award pending*

Commencing – September 2024

Are you a passionate educator with experience of successfully raising student outcomes?

Watling Academy is seeking a committed, proactive and driven individual with the skills to drive the progress of our students. The successful candidate will be committed to raising the outcomes of all students, ensuring they are developing the skills and resilience to be successful. This is a crucial role for our new school as we take our first cohort of Year 11 students through their GCSE examinations in Summer 2025.

We welcome applications from current school leaders or experienced middle leaders looking for the next step in their career. You will receive mentoring, coaching and support to develop as a leader and gain experience in all aspects of school leadership as Watling Academy continues to grow and opens a Sixth Form in September 2025.

This role offers a unique chance to make a tangible difference in students' lives during a crucial stage in their education. At Watling Academy, we're committed to fostering a supportive and inclusive environment where every individual has the opportunity to thrive.

Watling Academy was judged as 'Outstanding' by OFSTED in May 2023 and is a purpose-built 11-18 secondary school in its fourth year of operation, located within the Whitehouse development on the western expansion area of Milton Keynes. The Academy will have 1800 students when at full capacity. Watling Academy is part of the Denbigh Alliance MAT.

The Denbigh Alliance has a track record of delivering academic success in subjects which offer students a real currency to progress into higher education or employment. We consistently outperform the Milton Keynes and national averages in terms of the results our students achieve. This academic success is built on the supportive, well-disciplined and dynamic learning environment we provide, which enables our students to focus on their studies. We believe that for a School to succeed there needs to be a genuine spirit of partnership between students, the School and parents.

We are a Maths Hub, Computing Hub and SCITT and amongst the best in the country in terms of raising standards, both within our Trust and in the schools that we support.

If you would like to join our team then please visit our website, www.watling.academy for more information. All applications should be submitted directly through My New Term or emailed to hr@thedenbighalliance.org.uk

Application forms only will be accepted - please do not send CVs.

The Denbigh Alliance is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. An enhanced DBS check is required for all successful applicants.

E-mail: hr@thedenbighalliance.org.uk

Headteacher: Mr I Bacon

Closing date for applications: Friday 17th May, 9am

Interviews: Wednesday 22nd May

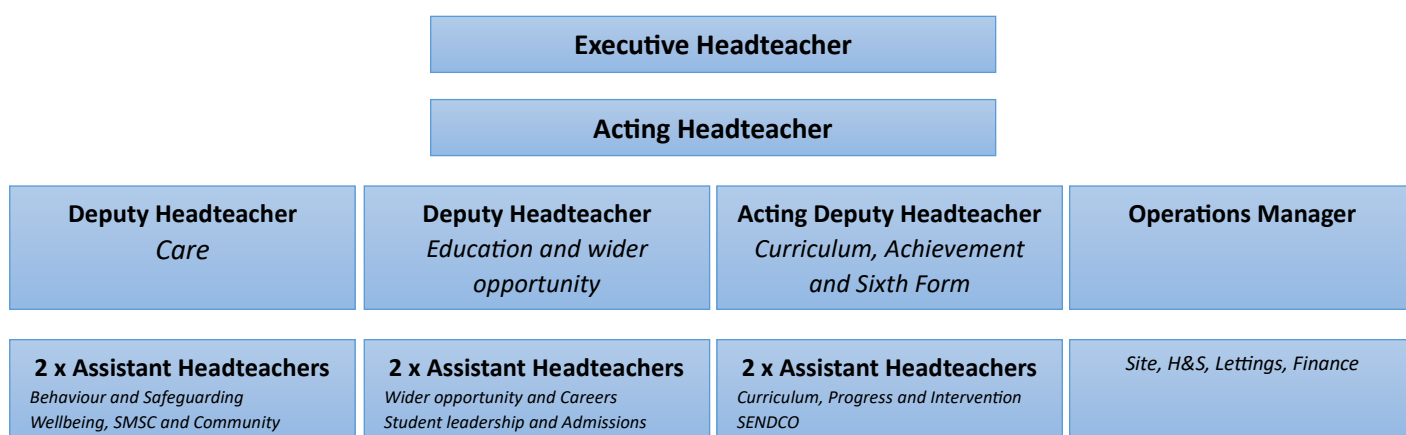
3rd May 2024

Dear Applicant,

Assistant Headteacher – Curriculum, Progress and Intervention

Thank you for your interest in this exciting role at Watling Academy. Next year will mark an important milestone for our school as we take our first cohort of Year 11 students through their GCSE examinations and open our Sixth Form a few months later. The successful candidate will be passionate about raising standards and ensuring all students achieve the best outcomes. They will demonstrate the ability to form positive relationships with staff and students, with attention to detail, drive and determination. This is a crucial role, one that will provide many challenges and an excellent opportunity to prepare for Deputy Headship.

I am delighted to be leading Watling Academy from September 2024 as Acting Headteacher. Our Leadership Team has grown with the school and will also include three Deputy Headteachers (one Acting), the Operations Manager and six Assistant Headteachers. Our current Headteacher will be starting his new role as Executive Headteacher of Watling Academy and Education Director for the Denbigh Alliance. The Leadership Team structure for September 2024 is below:



The Assistant Headteacher (Curriculum, Progress and Intervention) role will include responsibility in following areas:

- Working alongside the Acting Deputy Headteacher (Curriculum, Achievement and Sixth Form) to secure excellent progress for all students.
- Strategic oversight of student progress and intervention strategies to support this in Years 7 - 10.
- Leading the Year 9 GCSE Options process, including communication and information events for students and their families.
- Taking a leading role in the transition for students joining Watling Academy in Year 7.

Whilst Curriculum, Progress and Intervention are the focus of this role, the successful candidate will be involved in all aspects of life at Watling Academy and will be committed to playing their part in the work of the Leadership Team in supporting staff and students. This is a varied and exciting role, with the opportunity to gain experience in all aspects of school leadership.

Currently, our selection and recruitment process will take place at Watling Academy on Wednesday 22nd May.

When completing the Trust application form, this should be accompanied by a letter/personal statement that outlines how your leadership experience to date would help you be successful in the role and also addresses the following questions.

- What excites you about coming to work at Watling Academy?
- How would you demonstrate commitment to our core values of Respect, Responsibility and Kindness?
- What steps would you take to ensure that all students are making excellent progress?

If you would like to discuss the position further, or have a tour of Watling Academy, please email the Headteacher's PA, Kim Smyth, at smythk@watlingacademy

Helen Fry
Acting Headteacher (September 2024)



JOB DESCRIPTION

Role Title	Department	Reports to
Assistant Headteacher	Leadership Team	Headteacher/Deputy Headteacher

PURPOSE

The Assistant Headteacher should effectively promote a positive image of the Academy. He/She is expected to provide vision and professional leadership to ensure achievement of the Academy's aims. The following job description outlines the main responsibilities of the job and is not an exhaustive list of all relevant duties. The Trust reserves the right to alter this job description at any time.

DIMENSIONS

Direct Reports	Budget Responsibility
Curriculum leads and Pastoral teams. Additional TLR holders and Associate staff appropriate to specific responsibilities (see below)	As appropriate within specific scope of role.

PRINCIPAL ACCOUNTABILITIES

Main Accountabilities

- Undertake responsibilities as a member of the Leadership Team of the Academy.
- The leadership, day to day management and high standards of Teaching and Learning and Behaviour in the Academy along with the setting development and implementation of policies, plans, targets, practices and procedures related to the system within the context of the vision, ethos, aims and goals of the Academy.
- Effectively appraise, performance manage, line manage and deploy teaching and associate staff as appropriate across the Academy.

Responsibilities as a member of the Leadership Team

- Promote the vision and aims of the Denbigh Alliance.
- Support recruitment campaigns and inducting new staff
- Provide professional leadership and management to secure:
 - The highest aspirations for all students through outstanding learning and teaching;
 - improvement in achievement and attainment for all students;
 - effective strategic direction, leadership and management at all levels;
 - effective deployment of resources;

- outstanding levels of behaviour and engagement;
- **Directly assist the Head of School with:**
 - determining, planning and implementing the direction of whole Academy issues;
 - meeting student and staff needs on a day to day basis;
 - the supervision and control of student behaviour (behaviour and engagement) around Academy at all times;
 - being a presence around Academy: a role model to all.
- **Generic expectations of all members of the Leadership Team:**
 - act with professional integrity at all time;
 - notwithstanding issues of confidentiality and tact, act with honesty and transparency with regard to your work;
 - be present where required at meetings, performances and other functions/events;
 - where requested to do so, attend Governing Body meetings to inform on issues related to your role;
 - undertake a proactive part in:
 - those activities that are part of the self-evaluation of the Academy;
 - casual and formal checking of uniform;
 - being a presence around the Academy;
 - appraisal, performance and line management systems;
 - line management of identified curriculum areas and pastoral/year group teams.
- Set an example in undertaking regular commitment to duties and the assembly rota;
- When requested to do so by the Head of School or Deputy Headteacher prepare and present reports on progress/issues related to areas of accountability and responsibility;
- Undertake specific tasks reasonably delegated by the Head of School and/or Deputy Headteachers from time to time.
- To undertake any other duty as specified by STPCB not mentioned in the above.
- To carry out any other reasonable duties as requested by the Senior Leadership Team or the Head of School.

Specific Responsibilities

- There will be some specific responsibilities allocated to the role within one of the areas Education, Care or Opportunity. Those areas will be agreed with the Head of School but can be subject to change.
- Demonstrate knowledge, understanding and positively promote equality of opportunity.
- Supports a positive culture throughout the organisation and adopts behaviours that exemplify the Trusts culture.
- Encourage the development of productive and collaborative working relationships across the Trust.
- The post holder will be required to undertake other duties and any reasonable instructions given by the line manager or the Trust.

PERSON SPECIFICATION

Qualifications	<ul style="list-style-type: none"> ● Honours degree and Qualified Teacher Status(QTS)
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	<ul style="list-style-type: none"> • Evidence of relevant professional development related to whole Academy leadership issues
Knowledge/Experience	<ul style="list-style-type: none"> • Statutory education frameworks. • Strategic planning processes. • Able to recognise and model outstanding classroom practice • Detailed understanding of Ofsted criteria for teaching and learning. • Coaching and mentoring strategies to support staff development. • The use of range of tools and evidence, including performance data, to support, monitor, evaluate and improve student progress. • Models of effective professional development for staff. • Ability to contribute to the strategic direction of the Academy. • Ability to develop and implement operational policies to deliver the strategic vision for Academy. • Leadership and management skills to improve and maintain level of attainment and success. • Excellent classroom practitioner who can lead by example. • Ability to motivate students and staff. • Ability to lead, coordinate, delegate and empower. • Experience of carrying out staff performance reviews and acting on any issues arise from the reviews. • Track record of raising standards in teaching and learning through effective planning, assessment and record keeping. • Experience of significantly raising standards of achievement within a School, Academy, faculty or department.
Technical/Business Skills/Ability/Training	<ul style="list-style-type: none"> • Ability to see things through to completion. • A reflective practitioner able to evaluate practice and embed a process of continuous improvement. • An inspirational style that imparts confidence, motivates staff, parents/carers and students. • Ability to analyse and interpret information to make informed decisions and exercise good judgement. • Ability to create and maintain strong supportive relationships with staff, parents/carers, students, the community and governors. • Ability to be innovative, creative and tenacious. • Skills, experience and ability to promote high quality teaching and learning across the curriculum.
Personal Qualities	<ul style="list-style-type: none"> • An exceptional role model with high standards of integrity and approachability. • A 'team player'. • Highly motivated, ambitious and upbeat. • Calm under pressure with a good sense of humour.

	<ul style="list-style-type: none">• Flexible and collaborative
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I hereby confirm that I have received a copy of the above job description

PRINT: SIGNED: