

WE'RE LOOKING FOR AN
INSPIRATIONAL

ASSISTANT HEADTEACHER



SOME KEY FACTS

TYPE OF SCHOOL

CHURCH OF ENGLAND VOLUNTARY
AIDED, JUNIOR & INFANT

LOCATION

HALIFAX, CALDERDALE

AGE RANGE

4-11

NUMBER OF CHILDREN ON ROLL

213

AVERAGE CLASS SIZE

30

All Saints' is a successful one form entry, Voluntary Aided Church of England Primary School.

It is one part of a community of communities being a member of the family of the Diocese of Leeds whilst at the same time serving the local parishes of Salterhebble, Copley and Skircoat Green in Halifax.

Our School

The Headteacher and Governing Body of All Saints CE VA J & I School aims to provide the children with excellent quality education and pride ourselves on a team and family ethos, promoting the highest standards of learning and achievement for all of our students. As a team we ensure we are all working to the same goal, to support each other to grow, help one another to achieve, inspire life-long learners, nurture our uniqueness and encourage through Christian Values to ... Let it Shine!

Everything we do is centred around the children and their right to be encouraged, to achieve, to find their talents, to enjoy learning, and to succeed in whatever they choose. We strive to create an environment that allows children to explore the depths of education and that this carries on throughout their school life and beyond.

Our unique, caring, family atmosphere is rooted in Christian values and seen in our professional relationships with each other, the children, and our families. We recognise that a good education is a successful partnership between parents, children, and school and we are committed to working with families to provide the very best care, nurture, and learning experience to enable children to achieve their full potential whilst they are with us. We have happy children who are eager to learn, talented and dedicated staff, committed and skilled governors, supportive and enthusiastic parents together with strong links with the Church and the wider community.

We are a thriving, much-loved school, proud of our achievements academically, socially, emotionally, and spiritually. At All Saints', our vision is to enable all our school family to have the opportunity to 'shine'.

We hold this vision close to us in every decision we make. We believe that all members of our school should 'shine' in their lives and be motivated to share their personalised skills and talents far and wide.

"A brilliant school that generates love, warmth and kindness"



The Role

All Saints' CE VA J & I School is looking for an Assistant Headteacher to lead and work closely with the Headteacher and Deputy Headteacher in ensuring the successful delivery of strategic development and delivery of the Special Educational Needs & Disability (SEND) provision along with Social, Emotional and Mental Health (SEMH) wellbeing. Their role will also include leading the Early Years Foundation Stage or Key Stage 1.

Our Assistant Headteacher will act as our inclusion leader to ensure the success of SEND students, monitoring and leading strategically on the SEND provision and act as the Deputy Designated Safeguarding Lead for the School, ensuring there are policies, procedures, systems, structures, resources and personnel in place to promote the welfare and protection of children at the All Saints'.

What You Can Expect

- A school that knows what work/life balance really means and holds wellbeing high on the agenda
- A dynamic and experienced team who will support you as you transition into your new role and beyond
- A school that holds research as a key driver for school improvement and actively seeks to participate within research and innovation.
- Well-mannered and impeccably behaved children who are eager to learn. This will give you the capacity to be the creative and dynamic teacher you dream to be.
- A supportive leadership team with a proven track record of progressing careers quickly.

What is expected of you?

- Share our commitment to the children's and the school's happiness, health, and wellbeing.
- A team player with the impetus to support others to grow, help others to achieve, inspire life-long learners, nurture uniqueness and encourage through Christian Values to let everyone shine.
- Willing to take on extra responsibilities and keen to progress your career. Willing to tackle the challenges that being responsible for the welfare of teachers and children across school brings.
- A sense of humour and innovative learning to bring to the classroom and school as a whole.
- Have a passion that drives you to ensure that children with SEND have the best experience at All Saints'.
- Knowledgeable about inclusion, and have experience of providing excellent learning for all.
- A good communicator, trainer and coach. The ability to develop good relationships within our school family.
- A willingness to throw yourself into the community of the school.

What qualities are we looking for in our new Assistant Headteacher?

Our children would like someone who ...

- Is kind, firm but fair
- Makes learning fun
- Listens to what they have to say
- Includes everyone
- is clear and good at explaining
- Has a good sense of humour
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Our staff would like someone who ...

- Is willing to get involved with the whole school community
- Is proactive and uses their initiative
- Is enthusiastic, friendly, approachable and had a good sense of humour
- Is willing to work as part of a team, and is a good communicator
- Is happy to be flexible and adaptable
- Is caring with the children and supportive to colleagues
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Our parents would like someone who ...

- Embodies the school vision and values
- Is passionate about pastoral care and the wellbeing of the children
- Values diversity in children
- The children can easily approach; is kind and caring but unafraid of discipline and tackling tough issues
- Committed to working within the SLT to make positive progress across all areas of priority for the school



Job Description

Working hours	Full time (or negotiable for the right candidate)
Salary	L1-4
Closing Date	Wednesday 10 th March 2021, 8 am
Shortlisting Date	Wednesday 10 th March 2021
Interview Date	Wednesday 17 th March 2021
Job Start	September 2021 or sooner

Leadership and Management	<ol style="list-style-type: none"> 1. To support and promote the school's ethos, aims and core values to promote the welfare, progress and continued development of the school and its children. 2. As part of the Headship Team monitor the quality of teaching and learning across the school, including the analysis of performance data. 3. To contribute to the strategic direction and development of the school, including updating the school's Self-Evaluation Form and the development, implementation and monitoring of school improvement plans based on school self-evaluation. 4. To be a member of the Child Protection Team, lead as SENCo/Inclusion Manager and work with outside agencies as and when necessary. To share corporate responsibility for the safeguarding, wellbeing, and discipline of all children by implementing agreed school policies. 5. To ensure high standards of teaching and learning, behaviour, attendance, and punctuality from pupils, in accordance with agreed school policy and practice 6. To support the induction of newly qualified teachers, supply teachers, support staff, new staff and student teachers as necessary. 7. Take an active role in recruitment of staff, as required. 8. To identify Continuing Professional Development needs of staff and lead Inset as necessary. 9. To establish priorities for expenditure and monitor the effectiveness of spending and usage of resources. 10. To work with and report to all stakeholders including parents/carers, Friends of All Saints' and governors, as appropriate. 11. To take on specific tasks related to the day-to-day administration and organisation of the school as requested by the Headteacher and Deputy Headteacher. 12. To carry out SLT duties and cover the responsibilities of the Deputy Headteacher or Headteacher as appropriate. 13. Have a full part in planning and organisation of school activities, functions and events; including an active role in the involvement in the extra-curricular life of school. 14. To take on additional responsibilities which might arise from time to time this may include supporting other schools.
Inclusion leader role	<ol style="list-style-type: none"> 1. To be a class-based teacher as allocated by the Headteacher with sufficient non-contact time to support your Inclusion Leader role. 2. To manage appropriate SEND resources and to ensure that they are used efficiently, effectively, and safely. 3. To develop curriculum resources to ensure that pupils with SEND have the necessary levels of support. 4. To manage the implementation of an inclusive curriculum. 5. To sustain the effective teaching of pupils with SEN across the school leading to high quality outcomes.

Job Description Continued

	<ol style="list-style-type: none">6. To manage the provision of SEND, including the allocation of support time, support with writing of individual education plans and applying for statutory EHC plans as required.7. To liaise with relevant outside agencies to ensure that the SEND needs of individual pupils are met effectively.8. Ensure that accurate and detailed records are kept of meetings and discussions with parents, outside agencies and vulnerable children register.9. To ensure that the SEN Register is kept accurate and up to date and that staff are kept informed of pupil special educational needs.10. To work with staff to ensure that individual education plans are used to set subject-specific targets and match work well to pupils' needs.11. To monitor of the effectiveness of individual education plans and support in annual reviews.12. To use data effectively to identify pupils who are seriously underachieving and where necessary create and implement effective plans of action to support those pupils.13. Plan, develop and deliver SEMH strategy across school.14. Managing and supporting the relationship with MHST Calderdale.15. Research and bring innovative ideas to school development planning.
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Person Specification

Category	Selection Criteria: Essential	Desirable
Qualifications	<ol style="list-style-type: none"> 1. Qualified Teacher Status. 2. Evidence of continuing professional development. 	<ol style="list-style-type: none"> 1. Good Honours Degree. 2. Any other qualifications relevant to a leadership role Status.

Knowledge and Experience	<ol style="list-style-type: none"> 1. Can demonstrate vision and strategic leadership of a core subject area/key stage/school. 2. Success in teaching a class full time with minimum 5 years teaching experience. 3. Excellent interpersonal, communication and organisational skills. 4. An understanding of the role of Assistant Head teacher as described with the potential and confidence to be successful in the role. 5. Experience and training related to an aspect of leadership and management. 6. Knowledge of assessment and tracking systems. 7. The ability to interpret data reflectively and to question what it might really mean. 8. Ability to lead and support other staff within the school which impacts on standards and achievements. 9. Proven success in raising standards at the end of a Key Stage. 10. Thorough understanding of safeguarding children. 11. Experience of working with other schools, organisations and outside agencies. 12. Experience of leading a major aspect of the school's work with a proven positive impact achievements. 13. Knowledge of a range of strategies to raise standards/pupil achievement. 14. Experience of using data to set targets for improvement and to monitor progress. 15. Experience in monitoring and evaluating curriculum delivery. 16. Experience of leading staff development/training. 17. Experience of observing lessons and giving accurate and constructive feedback to 	<ol style="list-style-type: none"> 1. Success in teaching across the whole primary range. 2. Experience on a School Leadership Team. 3. Proven successful experience of leadership within a primary school. 4. Experience of budget management 5. Experience in monitoring progress and attainment across the school. 6. Detailed knowledge of advanced training in safeguarding including DSL accreditation. 7. National Award for SENCo (NASENCo).
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Person Specification

	<p>colleagues.</p> <p>18. Ability to manage a high workload and conflicting priorities.</p> <p>19. Experience of working in EYFS or KS1.</p>	
School Ethos	<p>1. A belief in pupil-centred, active learning with an ability to engage, challenge and have high expectations of children.</p> <p>2. Ability to provide a caring, co-operative atmosphere for children and to create a challenging, disciplined, and effective learning environment.</p> <p>3. Be sympathetic and support the Christian Ethos of the school.</p>	<p>1. Ability to make decisions based on the wider needs of the school.</p> <p>2. Experience of working in a Church of England school.</p>
Relationships	<p>1. Ability and willingness to work collaboratively and supportively within the school team, making positive contributions to assessment and the School Improvement Plan as well as using own initiative.</p> <p>2. Experience of working with and developing links with parents, governors, and the wider community and to empathise with the points of view of others.</p> <p>3. Enthusiastic, dedicated, sympathetic and approachable with a sense of humour and fun.</p> <p>4. Ability to inspire confidence, respect and openness.</p> <p>5. Ability to translate care and concern for children into practical actions that make the pupils feel safe and enable them to be successful.</p> <p>6. Proactive in areas of responsibility and has an awareness of whole school issues.</p> <p>7. A commitment to school improvement and to developing own professional skills.</p> <p>8. A willingness to take on appropriate delegated tasks relevant to the post.</p>	<p>1. Ability to know when and when not to offer support or challenge and when to ask for support for yourself.</p>

Visits to school are warmly welcomed but due to Health and Safety these must be out of school learning hours.

Please contact
admin@allsaints.calderdale.sch.uk
or telephone
01422 367140 to arrange a visit.

