



new wave federation

APPLICATION PACK
DEPUTY HEADTEACHER



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Welcome Letter from the Executive Headteacher

Dear Applicant,

Thank you for your interest in our advert for the post of Deputy Headteacher working within the New Wave Federation. Grazebrook, Shacklewell and Woodberry Down Primary Schools formally federated in 2016 creating the New Wave Federation. We now have a joint pupil roll of 1600 pupils across three sites. We are very excited about this continued opportunity to appoint a Deputy Headteacher who is passionate about teaching and learning and leading the schools to further success. We have a staff team that share our ambitions for the children, and enjoy being here.

This pack has been put together to help you with the application process. If you would like to visit the schools for a tour to learn more, we are happy for you to contact us. If you have any questions that you would like to ask please do contact **Mrs Lisa Langley**, PA to the Executive Headteacher on **020 8802 4051**.

The role requires someone who is passionate about children's learning and who has a rich knowledge and understanding of how learners learn. We aim to achieve our mission through a commitment to excellence. We provide high-quality teaching and learning, and we have high expectations for all our pupils regardless of their starting point. The right person will be up to date with 21st century education, someone who can use new technologies and who is creative and resourceful. Our parents and carers want the very best education for their children and so do we.

The successful applicant needs to demonstrate that they are an excellent practitioner with a creative approach, are committed to the delivery of high quality teaching and learning, possess excellent communication and interpersonal skills and are good team members.

We can offer you schools which are well resourced, have a friendly and dedicated staff with good opportunities for professional development.

Our schools are vibrant, diverse and inclusive. There are challenges but also great rewards in the work here. If you are an effective communicator, have vision, energy and believe that every child can and will succeed, we would like to hear from you.

Kind regards,



Mrs Michelle Thomas
Executive Headteacher

New Wave Federation Data Headlines 2017

EYFS 2017

School	Percentage Achieving GLD and Exceeding
GB	88.3%
SW	78.3%
WD	80.4%
National 2017	70.7%

Phonics 2017

School	Phonics Screening Check Pass Information	
	Percentage Y1	Percentage Y2
GB	93%	98%
SW	89%	98%
WD	91%	95%
National 2017	81%	92%

KS1 2017

	Reading		Writing		Maths		Combined RWM	
	EXS	GD	EXS	GD	EXS	GD	EXS	GD
GB	93%	40%	92%	37%	93%	35%	92%	32%
SW	90%	28%	90%	27%	92%	28%	88%	20%
WD	85%	23%	87%	22%	87%	23%	84%	21%
National 2017	76%	25%	68%	16%	75%	21%	n/a	n/a

KS2 2017

	Reading		Writing		Maths		Combined RWM		SPaG	
	EXS	GD	EXS	GD	EXS	GD	EXS	GD	EXS	GD
GB	96%	62%	93%	40%	96%	64%	93%	35%	96%	65%
SW	98%	44%	95%	44%	96%	46%	95%	26%	96%	55%
WD	94%	45%	92%	28%	91%	38%	85%	15%	92%	32%
National 2017	71%	25%	76%	18%	75%	23%	61%	9%	77%	31%

Job Description

Post Title:	Deputy Headteacher
Responsible to:	Executive Headteacher and Headteacher, Governing Body, and members of Senior Management Team
Direct Reports:	Ancillary staff when based in their classroom
Salary:	L14-18 £61,695.00 - £67,305.00
Key Internal Contacts:	Other teachers within the school, Executive Headteacher and Headteachers
Key External Contacts:	Local community, parents/carers and agencies relevant to duties

Job Summary

- The Deputy Headteacher will work with the Executive Headteacher and Headteacher to maintain the vision by developing strategic plans which will motivate all members of the school community and develop outstanding education for the children in our care. They will share responsibility for development of excellent teaching across the school and the creation of a learning culture where all children are valued and given the opportunities that will allow individual children to reach and fulfill their potential.
- You will work with the Executive Headteacher and Headteacher to build a professional learning community, with performance management and continuing professional development for all staff being at the heart of this work.
- As part of this role you will commit to engaging with both the immediate school community and the wider community of the Federation to ensure that the schools are recognised for their distinctive role. There will also be the need to promote collaboration with our other schools to enable expertise to be shared across the Federation and our Teaching School Alliance.

Main Duties

- Work in partnership with the Executive Headteacher and Headteacher to plan strategically and produce School Improvement Plans
- Support the development of a culture that promotes excellence, equality and high expectations for all
- Communicate and model the vision of the school
- Deputise for the Headteacher in their absence
- Be a leading member of the school's Senior leadership Team
- Lead the development of assessment across the school
- Lead on behaviour management and anti-bullying strategies
- Manage the internal running of the school through drawing up such timetables and rotas as are required
- Be the leading professional in the classroom, modelling excellent practice, high standards of professional conduct and supporting the professional development of others
- Support the staff in tracking children's' progress, setting targets and ensuring intervention programmes meet current needs
- Analyse data with the Headteacher and Core Subject leaders, producing reports as required
- Work with the Governors, Executive Headteacher and Headteacher by attending Governor meetings and present reports as appropriate
- Monitor the progress of teaching and learning through classroom observation and pupil interviews
- Be a Performance Management Team leader for named staff
- Actively develop own performance and that of other staff through peer coaching, promoting new developments in education and identifying appropriate training needs for self and others
- Lead and manage the induction of new staff
- Work with parents, carers and community organisations to enhance and enrich the school
- Be willing to undertake other training, e.g. N.P.Q.H

General Duties

- To be successful in this role you must readily adapt to a changing curriculum, modifying lesson preparation and delivery accordingly.
- The Deputy Headteacher will operate strictly in accordance with school policies.

The duties and responsibilities of this post may vary from time to time according to the changing needs of the school. This job description may be reviewed at the discretion of the Executive Headteacher and Headteachers in the light of those changing requirements and in consultation with the Deputy Headteacher and the Governing Body.



Person Specification

	Essential
Qualifications	Qualified Teacher Status
	A first degree or equivalent
	Evidence of professional development in school leadership or a higher degree
Experience	Experience of teaching across the Primary age range, working with children from a range of social backgrounds
	Excellent classroom teacher with high expectations of achievement and behaviour
	Strategic responsibilities in school leadership and management
	Involvement in curriculum/school development and raising standards within a school
	Responsibility for developing, monitoring and evaluating an aspect of school provision particularly assessment and behaviour management
	Has managed people and resources particularly in a team approach
	Has worked with Governors
	Involvement with Performance Management and supporting CPD of colleagues
	Has worked successfully in partnership with parents and the wider community
	Knowledge
The Ofsted Inspection Framework and the process and place of self-evaluation	
Implications for equal opportunities and inclusion issues and effective education strategies for all pupils	
Strategies for improving the quality of teaching and learning	
Assessment strategies and the use of assessment to inform the next stages of learning	
Skills and Abilities	A proven track record as an excellent, creative teacher who motivates children
	A highly motivated energetic and enthusiastic leader, who is approachable and promotes positive relationships
	Effective administrative and organisational skills able to support the work of colleagues through staff development and Performance Management and able to lead a team
	Is able to lead the development of Assessment across the school
	Can analyse data, develop strategic plans, set targets and monitor and evaluate progress towards these
	Can monitor teaching and learning and set targets or improvement
	Is able to communicate orally and in writing to a range of audiences
	Good knowledge of ICT for teaching and administrative purposes
	Can cope with the pressures of a demanding leadership position
Other	Committed to providing an effective learning environment appropriate to the needs and abilities of all pupils
	Committed to working in partnership with other schools, other agencies and community partners
	Committed to working with the community and parents

Application Process

Candidates are asked to complete all the standard information required on the application form, and to submit a supporting statement, addressing all the criteria identified in the selection criteria.

Candidates are advised that when completing the references section on the application form to please ensure that:

- Your first referee is your current, or most recent, employer;
- You provide a referee who can attest for your ability to work with children; and
- If you do not have an employment referee, please provide details of a tutor, lecturer or someone who can provide an appropriate character reference.
- Please explain any gaps in your employment/education history and reasons for these gaps, continuing onto an additional page if necessary.

Candidates must ensure that if they are successful at interview, that they are able to provide evidence of their Right to Work and Remain in the UK. We are fully committed to following all safeguarding procedures. The school is not able to employ any person who cannot validate their Right to Work and Remain in the UK in line with the Asylum, Immigration and Nationality Act 2000.

Completed application forms must be received by **12pm Monday 14th May 2018** and interview date is week commencing **Monday 21st May 2018**.

If you have any queries or require any further information, please contact Lisa Langley, PA to the Executive Headteacher 020 8802 4051 or llangley@newwavefederation.co.uk.

If you would like to have an informal discussion about the post then please contact me via email at mthomas@newwavefederation.co.uk.

We look forward to receiving your application.



Grazebrook Primary School

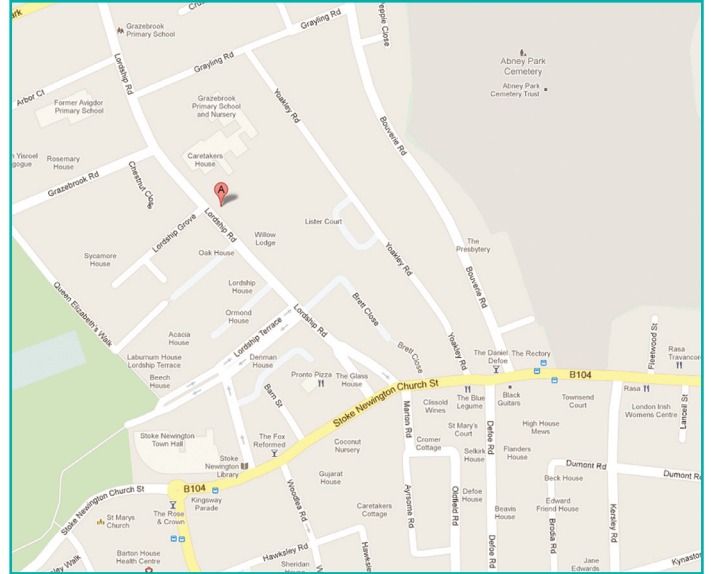
Lordship Road, London N16 0QP

Tel: 020 8802 4051

Fax: 020 8442 5202

E-mail: GBoffice@newwavefederation.co.uk

Web: www.grazebrook.hackney.sch.uk



Shacklewell Primary School

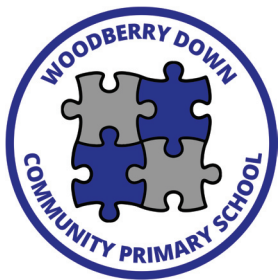
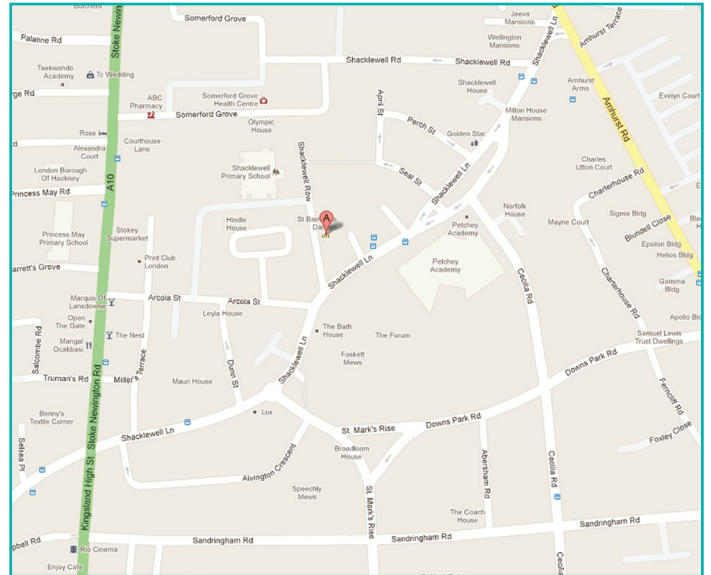
Shacklewell Row, London E8 2EA

Telephone: 020 7254 1415

Fax: 020 7254 1151

E-mail: SWoffice@newwavefederation.co.uk

Web: www.shacklewell.hackney.sch.uk



Woodberry Down Community Primary School

Woodberry Grove, London N4 1SY

Telephone: 020 8800 5758

Fax: 020 8211 0029

E-mail: WDooffice@newwavefederation.co.uk

Web: www.woodberrydown.hackney.sch.uk

