



Groveside School

Deputy Head

CANDIDATE INFORMATION PACK



Groveside School is fully committed to safeguarding and promoting the welfare of children and young people.

This position requires an enhanced DBS disclosure and satisfactory references in line with our Safer Recruitment checks.

Applicants with QTS only, Outcomes First Groups does not provide sponsorship

Deputy Head

We are looking for a Deputy Head to lead on personal development and the creative and curriculum across our school. The successful candidate will be passionate about building secure relationships with young people and will have the ability to motivate and develop staff in a team which prides itself as being collaborative and supportive.

Groveside School offers the opportunity to work:

- In a school that is passionate about all achievement for all pupils.
- With fantastic pupils who enjoy a dynamic and engaging curriculum.
- With a strong induction programme tailored to your experience and needs.
- Collaboratively within a very supportive environment where professional development is an essential aspect of our daily practice.
- To develop your career.
- Committed to creating exceptional pupil experiences and learning for all.

The ideal candidate will: -

- Be an inspirational school leader looking to lead on the school curriculum and outcomes.
- Be a person who thrives in a fun, yet challenging environment.
- Be an exceptional classroom teacher with high expectations of learning and behaviour.
- Have a good understanding of school improvement.
- Have a passion for building strong relationships with young people through trauma in forms and restorative working.
- Be someone who is resilient and approachable.
- Be a good communicator who is able to inspire and motivate pupils but also who can remain calm under pressure and have a sense of humour.
- Be creative in your teaching and strive to bring out the best in pupils.

If you feel that you have the energy, passion, resilience and drive to be part of making Groveside School outstanding, we would love to have you on our leadership team. The pupils, staff and governors warmly invite you to visit us and see Groveside in action. We are sure you will experience our friendly, relaxed atmosphere and get a taste of how rewarding your work will be.

Please contact Zoe Eastwood on 01183 744556 or go to www.grovesideschool.co.uk for more information about the school. **Applications may be considered upon receipt.**

Job Description

In addition to the responsibilities of class teacher you will also undertake the following duties and responsibilities:

Job Purpose

To provide a high-quality education for our students in accordance with Company policies, procedures and practices and the standards set by the Regulatory Body. To work with the Headteacher, Assistant Heads, Extended Leadership Team and other stakeholders to secure high standards throughout the school.

Main Responsibilities

The Deputy Head takes a key role in sharing the leadership of the school and supporting the Headteacher, Assistant Heads, Extended Leadership Team and Clinical Lead in formulating, implementing and monitoring an agreed vision for the school and in ensuring the smooth running of the school and the creation of a happy, effective working environment. The role will include the leadership and management of specified areas of responsibility:

- To lead on developing the quality of Teaching, Learning and Assessment (TLA); including but not limited to implementing and developing effective assessment systems, informative and enriching curriculums, outstanding outcomes
- To work with the Headteacher and leadership team to ensure that all staff follow the school's policy for Planning, Assessment, Recording and Reporting
- To model and promote good practice in teaching and learning
- To monitor progress and targets to ensure that each individual student is able to achieve planned outcomes
- To contribute to and help implement developments that relate to the School Development Plan
- To ensure that all relevant education policies and procedures are implemented in full
- To liaise with colleagues and line manage staff to deliver the units of work in a collaborative way
- To comply with good safeguarding procedures and principles as detailed by the local safeguarding partnership
- To work as a key member of the multi-disciplinary team which encompasses education, clinical and pastoral teams
- To maintain effective links with external colleagues, both within OFG and in other organisations
- To work positively with families, carers, all stakeholders, and others involved with the students
- To ensure that appropriate standards are maintained, especially in relation to education, care and clinical programme for students, in accordance with company policies
- To working collaboratively with the Headteacher to secure high standards in all aspects of the life of the school
- To adhere to the Special Education Needs Code of Practice and other relevant legislation
- To support the Headteacher in operating to agreed budgets and contribute to keeping within these budgets as instructed.

All school staff are expected to:-

- Exercise vigilance in respect of Health and Safety and promptly report all hazards and/or remedying them where appropriate. Undertake all duties in a manner calculated to minimise or avoid unnecessary risks, personally or to others
- Operate at all times in accordance with company policies and procedures, with particular reference to Safeguarding, Child Protection, Whistleblowing, Complaints and Representations and Behaviour Policies
- Report issues and/or incidents relating to staff and students that have arisen in the day promptly to the relevant Line Manager or appropriate person
- Participate in training and take responsibility for personal development
- Participate in team meetings, supervisions and annual reviews in accordance with Company policy and the standards set by the Regulatory Body
- Work to promote the school as a valued, professional asset within its community and also to promote a culture that individuals and staff conduct themselves at all times in a manner that reinforces this image
- Ensure that all actions are in the interests of the students and the Company.
- To work to and exhibit the values of the Company and maintain standards of behaviour in accordance with Company policies, procedures and practices
- Meet the relevant National Standards for Teachers in addition to the job description detailed in this document
- Work towards and support the school vision and current school objectives as outlined in the School Development Plan
- Maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with pupils, parents and colleagues
- Engage actively in the performance review process
- To carry out any other reasonable and relevant duties as required.

This job description should be seen as enabling rather than restrictive and will be subject to regular review.

Person Specification

Experience	Essential	Desirable
The skills and experience demanded of a successful teacher	✓	
A sound understanding of the complexity of special educational needs	✓	
The ability to build on the good practice in the school	✓	
Experience of working with pupils with emotional & behavioural difficulties who may have challenging behaviour	✓	
Experience in working in a multicultural environment		✓
Experience of working with a multi-professional team	✓	
Experience of managing staff	✓	
Experience of working with SEND pupils		✓
Skills		
Ability to work with a successful team	✓	
A calm and positive attitude to all aspects of school life	✓	
A caring and sensitive attitude towards pupils which values all individuals	✓	
Ability to foster a feeling of mutual respect in both adults and pupils	✓	
The ability to innovate, carefully plan and express ideas	✓	
A commitment to the implementation of an Equal Opportunity Policy	✓	
A commitment to safely managing the behaviour of vulnerable pupils	✓	
An ability to give effective feedback	✓	
Demonstrate good interpersonal skills	✓	
Good understanding of curriculum issues across the whole range of subjects of the National Curriculum	✓	
Good communication skills	✓	
Ability to deliver courses across the whole range of subjects of the National Curriculum and to baseline and moderate work against National Curriculum standards	✓	
Knowledge and understanding of the Ofsted Inspection process	✓	
Good IT skills	✓	

Qualifications & Training		
Qualified Teacher Status or equivalent	✓	
To have completed NPQSL or willingness to do so	✓	
Qualification in special educational needs		✓
Other		
Commitment to the values of the organisation	✓	
Driving licence and access to a car		✓