



Deputy Headteacher

Candidate Information





A message from the Headteacher

"This is an outstanding school. The community of Pleckgate has a local secondary school it can be proud of. It provides an excellent education for all its pupils. They flourish in a bright, positive and secure environment"

Ofsted, January 2019

Dear Candidate,

Applications are welcome for the position of Deputy Headteacher at Pleckgate High School. This is a special opportunity for an ambitious and dynamic leader to join an outstanding school at an exciting stage of its journey. As a senior member of the Senior Leadership Team (SLT), you will play a vital role in taking the school forward. The specific responsibilities attached to this post will be dependent on the experience and qualities of the successful applicant.

We are a large secondary school under the sponsorship of the Education Partnership Trust (EPT), situated on the northern outskirts of Blackburn with Darwen. Our school community is made up of 1100 students and 180 staff with state of the art facilities that benefit both the school and local community. Pleckgate High School is a thriving multi-cultural community that places the best interests of young people at the heart of everything we do.

In January 2019, the school was judged as outstanding in all areas by Ofsted, a copy of the report can be downloaded as part of this pack. Inspectors found our school to have a "great sense of industry and endeavour" and described the school as "harmonious" with a "common goal to excel".

At Pleckgate everyone is committed to providing the best educational experiences and opportunities for our students. At the heart of the school's work is a commitment to high quality teaching and learning and achievement for all: for our students to be safe, happy and successful developing as individuals into caring, responsible citizens who participate fully in school life and are proud of their achievements. Every student at Pleckgate is encouraged to have ambitious goals and everybody is responsible for creating a culture of high expectations and academic excellence.

We are proud of our achievements – our examination success, our extra-curricular programme, our charity work and our community involvement. We are committed to the pursuit of outstanding teaching and learning alongside the highest possible academic, personal and moral standards. This commitment is built upon a shared belief in hard work, self-reflection and a culture of respect and support for others.

Pleckgate is a rapidly improving 11 – 16 high school and over the past three years has achieved the following:

- Judged as outstanding across all four areas: Leadership and management, quality of teaching, outcomes and personal development and welfare.
- Improving progress 8 score, highlighted by an impressive P8 score of +0.4 placing us in

the top 18% of schools nationally in 2017.

- Pleckgate students also achieved 28 grade 9's in English and maths, demonstrating success at the very highest level.
- Outcomes in 2018 continued to demonstrate excellent progress with a fourth successive year of positive Progress 8.
- Admission numbers to Pleckgate in September 2018 have shown a 20% increase in first choices and for the first time in three years the school is oversubscribed.

You will be joining an experienced, successful and collaborative Senior Leadership Team who committed and passionate about creating the best possible learning experience for the students at Pleckgate. This is a crucial appointment for the school and we are looking for the right person for the role not a candidate who has a particular area of expertise.

If you are interested in finding out more about our school or coming to visit, please contact Jayne Ferguson, PA to the Headteacher on 01254 249134 or at jferguson@pleckgate.com

Visits will be available on Monday 1st April and Wednesday 3rd April.

Closing date: Thursday 18th April
Interviews TBC

Mark Cocker
Headteacher

Why Pleckgate?



Named as a
Beacon of
Success
by the Institute for
Public Policy Research



Secondary School of the Year



Placed in the
top five schools
in the UK

based on results for schools
with similar prior attainment

Progress 8 Score:

This school's
Progress 8 score is

0.4

Well below
average

Below
average

Average

Above
average

Well above
average

About 12% of
schools in England

About 18% of
schools in England

About 40% of
schools in England

About 18% of
schools in England

About 12% of
schools in England



Job Description



Deputy Headteacher

JOB PURPOSE

To play a crucial role in assisting the Headteacher to maintain an outstanding education for students and in creating an environment where there are the highest expectations for all members of the school community.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

To work alongside the Headteacher to:

- 1. Maintain the vision and direction for the school and ensure that the school's vision and values are clearly articulated, shared, understood and acted upon effectively by all.**
 - Demonstrate an unrelenting commitment to providing the best educational experiences and opportunities for our students.
 - Ensure a commitment to academic excellence, high quality teaching and learning and achievement for all.
 - To undertake strategic planning, contributing to school self-evaluation sharing responsibility for developing and implementing the School Development Plan
 - Use national, local and school data effectively to analyse and evaluate student progress; plan and implement effective interventions to support students.

- 2. Inspire, motivate and influence staff and students, maintaining the highest standards and expectations of teaching, learning and student well-being.**
 - Contribute to an ethos that promotes excellent teaching and learning
 - To provide excellent leadership and management to teams of staff, as agreed with the Headteacher
 - Identify areas for development and evaluate current practice
 - To help devise, implement and monitor strategies for raising levels of achievement
 - Ensure sustainability of practice through building teams
 - Ensuring rigorous on-going monitoring systems are implemented
 - Be aware of the changing educational environment and take account of national and local data, and the Ofsted inspection framework

- 3. Develop the leadership capacity of both senior and middle level leadership through coaching and challenge.**
 - To support and advise colleagues in the exercise of their professional duties and professional development
 - Use coaching to empower and develop staff at all levels
 - Set high performance targets and challenge and support staff to achieve these
 - Model a reflective and open approach to your own development and practice
 - Actively seek feedback from all stakeholders and take effective action
 - To take a significant role in the development and implementation of the school's performance management policy, to secure school improvement and individual professional development

- 4. Build a school culture and curriculum that take account of the richness and diversity of the school's communities**
 - Collaborate with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural wellbeing of young people and their families
 - Be outward looking and committed to working with stakeholders and building partnerships in the local community

Job Description



5. Play a key role in the day to day running of the school

- To deputise for the headteacher in his absence from school
- To actively demonstrate a commitment to 'whole-school' life including attendance at school events (such as concerts and plays) and represent the school at wider community events.
- To line manage identified staff, incorporating our Appraisal Policy and ensuring high quality teaching and learning
- Work with the Headteacher to ensure the school and the people and resources within it are organized and managed to provide an efficient, effective and safe learning environment
- To attend, contribute to and, when required, convene and chair meetings and working parties as appropriate
- To lead Whole-School and Year Group Assemblies as required
- To assume the appropriate level of responsibility for, safeguarding and promoting the welfare of children and to report any concerns in accordance with the school's safeguarding policies
- To undertake other duties as may reasonably be requested by the Headteacher

6. Build positive relationships with all stakeholders

- Develop and maintain excellent relationships with members of the school community, Academy Trust, Governors, neighbouring schools and the wider community.
- Develop and present an accurate account of the school's performance to a range of audiences including governors
- To support and participate in the work of the Education Partnership Trust (EPT) including undertaking some tasks off-site for the Trust as agreed

7. Build positive relationships with all stakeholders

- Commitment to equality of opportunity and the safeguarding and welfare of all pupils
- Willingness to undertake training
- This post is subject to an enhanced DBS criminal record check.

PROFESSIONAL DUTIES:

Core duties specified in the Teachers' Pay and Conditions Document.

SPECIFIC DUTIES:

These will depend on the strengths and experience of the incumbent.

NOTE:

This Job Description forms part of the contract of employment of the person appointed to this post. It reflects the position at the present time only, and may be changed at management's discretion in the future. As a general term of employment, the Trust may affect any necessary change in job content, or may require the post holder to undertake other duties, at any location in the Trust's service, provided that such changes are appropriate to the employee's remuneration and status. As a term of your contract of employment, the Trust reserves the right to vary your hours of work and require you to work outside the range of your "typical working arrangements" specified in your Statement of Particulars. The Trust reserves the right at its discretion to affect this condition of your employment. Should this be necessary you will be given reasonable notice of any proposed changes.

Person Specification



School:	Pleckgate High School
Job Title:	Deputy Headteacher
Reports to:	The Headteacher
Grade:	Leadership Pay Range 23-27

No	CATEGORIES	Essential / Desirable	App Form	Interview / Task
CORE BELIEFS				
1.	A relentless approach to securing the improvement of teaching and learning	E		✓
2.	A commitment to establishing and maintaining honest, meaningful working relationships with children, school staff, parents, carers and the wider community	E	✓	✓
3.	Having the highest expectations of both students and staff	E		✓
QUALIFICATIONS AND TRAINING				
4.	Qualified to at least degree level	E	✓	
5.	Qualified teacher status	E	✓	
6.	Experience at Assistant Head/Deputy Head or equivalent	E	✓	
7.	Minimum of five years teaching experience in a secondary mainstream school	E	✓	
8.	Evidence of relevant and substantial CPD	E	✓	
KNOWLEDGE AND EXPERIENCE				
9.	Experience of leading under pressure	E		✓
10.	Experience of managing staff including setting performance management targets and holding to account	E	✓	
11.	Experience of delivering high quality INSET to teaching staff	E	✓	
12.	Proven success of raising achievement as a subject leader across at least two key stages	E	✓	
13.	Evidence of leading, supporting and managing others, both individuals and teams, ensuring high quality performance	E	✓	✓
14.	Experience of effective school improvement	E		✓
15.	Experience of monitoring, evaluation and review that provide performance data that can be used to improve the quality of teaching and learning	E		✓
16.	Recent experience of involvement in innovative curriculum development	D	✓	
17.	Experience in leading curriculum and timetabling	D	✓	
18.	Experience in leading teaching and learning	D	✓	
19.	Experience of implementing performance management and appraisal procedures	E	✓	✓
20.	Experience of presenting to a wide audience including teachers, managers, governors and parents	D	✓	
21.	Experience of embedding innovative strategies for improving teaching and learning in a whole school situation	E		✓
22.	Experience of managing and implementing change successfully at whole school level	E	✓	
23.	Experience of using coaching as a model for ensuring ongoing professional development particularly with subject leaders	D	✓	
24.	Thorough knowledge of up to date safeguarding procedures and best practice	E		✓

Person Specification (continued)



PROFESSIONAL SKILLS & ATTRIBUTES					
25.	Evidence of continuous self-development and updated knowledge in the field of education, particularly in the areas of responsibility for this post	E	✓		
26.	Effective written and oral skills	E	✓	✓	
PERSONAL QUALITIES & ATTRIBUTES					
27.	Enthusiasm for and commitment to the achievement of the school's overall vision for success at all levels	E		✓	
28.	Proven track record of excellent results in examinations	E	✓		
29.	Flexible, adaptable, results orientated and able to prioritise, resilient under pressure	E		✓	
30.	Awareness and commitment to equal opportunities and valuing diversity	E	✓		
31.	Creativity and enthusiasm to promote a positive school image to the local and national community	E		✓	
32.	Demonstrate high standards of personal integrity, loyalty, discretion and professionalism	E		✓	
33.	A fair, consistent, creative and reflective leader who is prepared to take risks	E		✓	
34.	A strong, inspirational and dynamic leader who can demonstrate some successful experiences of leading teams	E		✓	



Contact

Mrs J Ferguson, PA to the Headteacher

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