



Together We Can



**Deputy Headteacher
Required for January 2020
Recruitment Information Pack**
Friarage Community Primary School
Friargate, Scarborough, YO11 1HS

Contents

Welcome from the Headteacher	3
Leadership structure	4
Our schools	5
Performance Data	6
Application process	7
Career Pathways	8
Our Coastal Offer	9
Job Description and Person Specification	10-13



Dear applicant,

Allow me to extend a warm welcome from all governors, staff and children of Friarage Community Primary School. I am delighted you have shown interest in joining us and I look forward to sharing with you what makes our school a very special place to work.

I am proud to be the Headteacher of an inclusive school which provides a nurturing, safe and inspiring place of learning to our children at the very heart of Scarborough town. Yes we have challenges within our context but at our very heart is a desire, commitment and teamwork that makes our vision '**together we can**' a reality.

As a school we officially joined the Scalby Learning Trust in September 2019 which is a hugely positive step on our improvement journey. All colleagues at all levels are working closely with our sister school Newby & Scalby Primary and the Trust – and you will find a real buzz about our school and a palpable sense of energy, excitement and a love of teaching and children.

The post of our new sole Deputy Headteacher is incredibly important for our journey and we are looking for a colleague who shares the same ethos and values, understands our local context and can provide the inspired leadership our staff thrive on and deserve! This is a non-teaching role where you will lead on our whole school priorities around pastoral, inclusion and pupil performance.

This is an exciting time to join us. As part of the Scalby Learning Trust (along with Newby & Scalby Primary and Scalby Secondary School) we are working together to share, learn and create a primary hub our area can be proud of. Through our Trust we are able to access the support and resources from our Teaching School, which means as a staff member you have a wide range of colleagues, tools and resources to help you develop not just in the classroom but beyond.

I hope that you will take the time to come and see and experience for yourself the warm and welcoming atmosphere which makes our vision a reality.

Good luck with your application. I look forward to reading it.

**Cheryl Cappleman
Headteacher**

Our Leadership Team Structure

Headteacher

Deputy Headteacher

Inclusion Manager

SENCO

Phase Leaders

Numeracy and Literacy Leads

Our schools

NEWBY & SCALBY



Newby and Scalby Primary School

We are one of the schools of choice in our community and we are within commutable distance of Whitby, Teesside, York and surrounding areas. Ofsted in 2018 judged us to be 'good' in all areas and as a school we are very much outward facing both in terms of teaching and learning and in constantly thinking about how we can improve.

Our learning environment, outcomes and curriculum that is offered to our 420 children is second to none and we are a school with low staff turnover and high staff retention.

Our ethos is very much about our community 'working to learn together' and our teaching and support staff are central to this. Teaching is the best job in the world and as a school we encourage all staff to take opportunities to lead on whole school projects through our 'research school' ethos.

To learn more about us please visit us at

<http://www.thelifecloud.net/schools/NewbyandScalbyPrimarySchool>

Friarage Primary School



We are proud to serve the communities around the Castle Ward area of Scarborough as 'Together we can' make a real difference to the life chances of children and young people in Scarborough.

Children and staff will work and play together developing skills so that we all become ambitious and reflective lifelong learners as well as being respectful and respected members of the community.

We are committed to Restorative Practice Principles to nurture respect for all in our school community.

To learn more about us please visit us at <https://friarageprimary.org.uk/>

Scalby School



Scalby School is a successful and popular 11-16 community school and in recent years we have become the school of choice in our local community. We were judged 'good' by Ofsted in 2019 and in 2019 we celebrated sustained results. Our provisional P8 score has placed us in the top 20% of schools nationally. We are proud of our broad and balanced GCSE based curriculum.

To learn more about us please visit us at <http://www.scalbyschool.org.uk/>

Performance Data 2018

Progress score in reading, writing and maths

Reading

Well below average  -3.3

[More score details](#) 

Writing

Average  -1.8

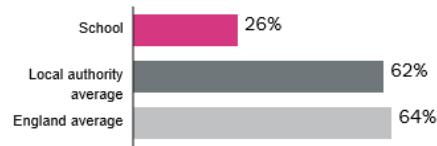
[More score details](#) 

Maths

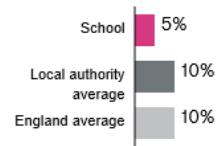
Below average  -2.7

[More score details](#) 

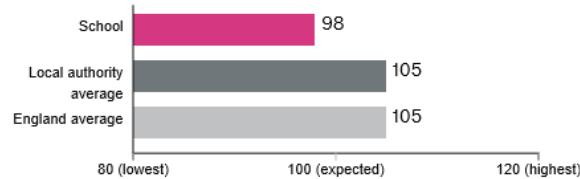
Pupils meeting expected standard in reading, writing and maths



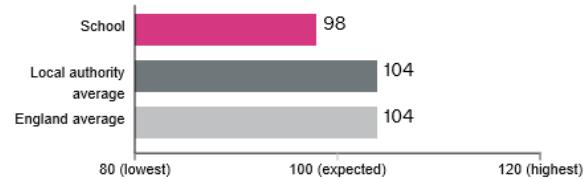
Pupils achieving at a higher standard in reading, writing and maths



Average score in reading



Average score in maths



KS1 – 2019	% at or above expected standard	% above the expected standard
Reading	61%	16%
Writing	63%	6%
Maths	69%	6%

KS2 – 2019	% at or above expected standard	% above the expected standard
Reading	45%	15%
Writing	47%	6%
Maths	53%	6%
SPAG	41%	2%
RWM combined	48%	2%

Application Process

The closing date for all applications is **9am on Friday 4th October 2019.**

Interviews will be held as soon as possible after the closing date.

Completed applications must be returned to James Annetts at
james.annetts@northyorks.gov.uk

If you do not receive confirmation of receipt of your application within one working day please call James on 01609 534939.

If you think you're the person for the job, please complete the enclosed application form with a covering letter, no more than two sides of A4, and send to the email address above by the closing date.

An email will be sent to shortlisted candidates with details of the interview process. If you have not heard from us within a week of the closing date please assume your application has been unsuccessful.

Queries

Visits are warmly welcome. Please contact James to arrange.

We actively welcome you to contact James at North Yorkshire County Council to chat through the role and talk informally about the school/post and how working here will make a real difference to the children and young people on the coast.



Career pathways

We believe in growing the very best teachers and leaders through:

- An outstanding ‘Friarage Standard’ professional development programme for staff at all stages of their career to help ensure the highest levels of standards in the classroom.
- An incremental coaching and development programme for all staff and ongoing training in the use of formative assessment.
- Opportunities for continued leadership development.
- We also have a specific programme for middle leaders who have ambitions to develop further in a whole school or leadership post in the future.

A career progression pathway for a new member of staff joining our school as an NQT or as an experienced member of staff may involve:

Year 1

- **Partnership with a lead teacher in your department** – for weekly mentor meetings with NQTs and peer coaching with more experienced staff adapting to their new school
- **Comprehensive CPD programme** – with initially weekly events to accelerate progress during your first term in your new school and a continuing programme of bespoke opportunities throughout the year

Years 2 & 3 – Where the progress the teacher is achieving from students is solidly good

- **Opportunity to take on increased leadership responsibility within your subject area.**
- **Invitation to participate in one of our school and Trust CPD programmes.**
- **Opportunity to apply to become a Specialist Leader in Education** within our Trust or within the Local Authority.

Our Coastal Offer



FILEY | SCARBOROUGH | WHITBY



There are no great schools without great teachers - the key to education is the person at the front of the classroom.

This is an exciting time in which to join our professional body of teachers across the North Yorkshire Coast. Our schools are thriving and with such a sense of community and partnership, a modern way of working has allowed us to collaborate and work in partnership so that we can adapt and evolve.

We are part of the North Yorkshire Opportunity Area that is prioritising improvements to education and numeracy and literacy outcomes, alongside a drive to recruit and retain high-quality, motivated teachers to the area - what are you waiting for?

Teachers like you have the opportunity on the North Yorkshire Coast to be supported to have an enriched career that remains attractive to you as your career and life develops. We recognise and have developed a range of distinctive opportunities to give you the confidence to engage in additional professional and leadership development, as well as access to fully-funded national professional qualifications.

We value good teaching and great teachers on the Coast. That is why we have developed our 'Coastal Offer' - which is in addition to your existing pay and rewards package offered by your school, academy or multi-academy trust.

Visit us at www.teachyc.co.uk

Job Description

The Deputy Headteacher will be responsible for working with and supporting the Headteacher on the following key school leadership and management areas. This will involve accepting responsibility for aspects of these key areas.

Strategic direction and development of the school

- ✓ Working with the Headteacher to contribute to a strategic view for the school in its community and analyse and plan for its future needs and further development within the local, national and international context.
- ✓ Demonstrating high standards of personal integrity, loyalty, discretion and professionalism.
- ✓ Publicly supporting all decisions of the Headteacher and Governing Body.
- ✓ Assisting in developing and evaluating an Equality policy and supporting inclusion across the school.
- ✓ Taking a senior role in moderation with a local network of schools

Pupil Performance

- ✓ Providing an example of 'excellence' in pupil performance and model and coach this to help inspire and motivate staff.
- ✓ Working with the Senior Leadership Team and Headteacher to sustain high expectations and excellent practice in teaching and learning throughout the school.
- ✓ Monitor and evaluate the quality of teaching and standards of pupil's achievement and use benchmarks and set targets for improvement.
- ✓ To be involved in 'lesson study' with other members of staff (team teaching in triads) to raise pupil's standards of achievement and to evaluate practice.

Leading and Managing staff

- ✓ Working with the Headteacher to lead, motivate, support, challenge and develop all staff to secure continual improvement including his/her own continual professional development.
- ✓ To support the Headteacher with Performance Management of staff.
- ✓ To lead Teaching Assistants in Performance Management and training development.
- ✓ Lead the Inclusion and Support Staff teams.

Efficient and effective deployment of staff and resources

- ✓ In consultation with, and by the direction of the Headteacher, deploy people and resources efficiently and effectively to meet specific objectives in line with the school's plan and financial context i.e. cover supervision timetables, deployment of HLTA's and supply staff and Teaching Assistant's timetables and deployment

- ✓ Supporting the Headteacher and Governors in accounting for the efficiency and effectiveness of the school to all relevant stakeholders.

Accountability

- ✓ Supporting the Headteacher and Governors in accounting for the efficiency and effectiveness of the school to all relevant stakeholders.

Specific Duties

- ✓ Deputise for the Headteacher in his/her absence.
- ✓ Take a major role in the day-to-day running of the school.
- ✓ Contribute to a positive ethos for learning.
- ✓ Promote the values and achievements of the school to the community.
- ✓ Advise on the school's resource needs and co-ordinate these resources.
- ✓ Manage the schools' lunchtime arrangements along with other senior teachers.
- ✓ Assist with the appointment and induction of new staff and provide monitoring and support for NQT's and students as necessary.
- ✓ Support the Headteacher and Governors in annual budget planning and monitoring.
- ✓ Assist in the preparation, implementation and monitoring of the School Development Plan.
- ✓ Lead in the co-ordination of the Outstanding School's internal and external environment.
- ✓ Undertake such reasonable activities as the Headteacher and Governors may, from time to time require.



Person Specification

Qualifications

- Qualified teacher status or recognised equivalent (application form)
- NPQML (desirable).

Experience – show evidence of

- Recent experience of working successfully as a senior leader in a school.
- Evidence of major whole school responsibilities and experience of turning policy into effective and successful practice.
- Leadership of a significant area or phase or inclusion including responsibility for raising standards across the whole school.

Professional Knowledge

- A clear understanding of the essential qualities necessary for effective teaching and learning.
- Up to date knowledge of statutory regulations and guidance relating to the post including SEN

Professional skills

Can demonstrate the ability to:

- Analyse data, to evaluate the performance of pupil groups, pupil progress and plan an appropriate course of action for whole school improvement.
- Develop and review whole school systems to ensure robust evaluation of school performance and actions to secure improvements.
- Lead and manage a school team/s to successfully achieve agreed goals.
- Be an effective team player that works collaboratively and effectively with others.
- Develop and deliver effective and inspirational professional development for staff (including mentoring and coaching as appropriate).
- Communicate effectively to a wide range of different audiences (verbal, written, using ICT as appropriate).
- Demonstrate high quality teaching strategies.
- Support, motivate and inspire both colleagues and pupils by leading through example.
- Contribute effectively to the work of the headteacher and senior leadership team.
- Deal successfully with situations that may include tackling difficult situations and conflict resolution.
- Work successfully with a range of external agencies.

Commitment

Demonstrate a commitment to:

- equalities
- promoting the school's vision and ethos
- high quality, stimulating learning environment
- relating positively to and showing respect for all members of the school and wider community
- ongoing relevant professional self-development
- safeguarding and child protection