



# **Charters School**

**UNITY • RESPECT • EXCELLENCE**

## **Deputy Headteacher**

Required for September 2018

Information for Candidates

Closing date for applications: Friday 19 January 2018

Interviews: Wednesday 7 February and Thursday 8 February 2018



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## CHARTERS SCHOOL

### UNITY | RESPECT | EXCELLENCE

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Thank you for your interest in Deputy Headship at Charters School.

I am privileged to have seen the school grow and develop into a thriving, forward looking and energetic place to learn and work over the last three decades.

Following nine successful years of Co-Headship, Martyn Parker, my Co-Head has announced he is to retire this summer, therefore, I will be at the helm until my retirement in a few years' time. In addition, our two existing Deputy Headteachers are approaching retirement.

This period of change in the coming years represents an ideal opportunity for a talented Deputy Headteacher to make a significant impact at Charters. The range of opportunities for outstanding candidates is considerable.

The school has a strong reputation in the local area and is regularly over-subscribed. Parents appreciate our inclusive comprehensive ethos allied to a hard-working and committed staff who are 'willing to go the extra mile' with students. As a consequence the day to day relationships in the school between staff, students and parents are warm and positive.

Charters' motto, 'Unity, Respect, Excellence' underpins all we do, such is our belief that successful academic outcomes for students are the by-product of happy, engaged and well-motivated students and not an end in themselves.

I do hope that in learning more about the school you will want to consider joining us during this exciting time of change. We would be delighted to welcome you to Charters for an informal visit, if that would be of assistance. Please see the application information at the end of this document or on our website.

Best wishes

**Richard Pilgrim**  
**Co-Headteacher**





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## CHARTERS SCHOOL

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### INTRODUCTION

Charters School, a single academy, is an 11-18 mixed comprehensive school of 1700 students with over 400 students in the Sixth Form. The school provides a complete range of opportunities for students to achieve academically and for successful personal development within a caring and supportive environment.

Educational success is valued at the appropriate level for all individuals and is based on a determination to provide the best possible teaching, learning environment, curriculum and resources. Appropriate attention is given to the individual needs of all students from those with learning difficulties to those with Oxbridge potential - eight successful entrants in 2017. It is recognised that the quality of teaching is critical to all aspects of the school's work. A group of strong, experienced Curriculum and Subject Leaders lead Faculty and Departmental teams of well qualified colleagues.

Particular highlights from our results in 2017 were that 59% of our Year 13 students gained A\*-B grades at A level and we expect our L3VA score to, again, place us in the top 10% of Post-16 providers nationally. The picture at Key Stage 4 is equally strong with 78% of our students gaining an A\*-C grade in the Basics (English and Mathematics). Our KS4 value added score has consistently placed us amongst the top performing similar schools nationally over the last few years.





### **THE CURRICULUM - YEARS 7 - 11**

The curriculum is delivered through eleven Curriculum Areas: English; Mathematics; Science; Modern Foreign Languages; Humanities; Computing; Social Sciences; Creative Arts; Technology; Business and Physical Education. We also deliver a comprehensive Religious Studies, Citizenship and PSHE programme.

Extensive liaison takes place with our local Primary schools and considerable care is given to placing students in the mixed-ability Tutor Groups which initially form some teaching groups in the common curriculum of the first three years.

Students in need of special assistance with basic learning skills receive in-class support and/or are withdrawn from some groups for individual help. Some setting is introduced in Year 7 and increases in Year 8 and 9.

GCSE courses are primarily taught in Years 10 and 11 although some begin to be introduced for the core subjects in Year 9. There are various curriculum routes that students are able to follow according to their ability and interests. Traditional option subjects are available including French, Spanish, Design and Technology, History, Geography, ICT and Computing, Art and Design, Photography, Drama and Music. Students can 'mix and match' these with more vocational subjects such as BTECs in Business, Sports Studies, Performing Arts and GCSEs in Child Development or Leisure and Tourism. Charters is committed to a broad and balanced curriculum offer.







## **SIXTH FORM**

Charters has a history of success at Sixth Form level, of which we are justly proud. There are over 400 students in the Sixth Form, housed in a purpose built block, with their own Common Room, classrooms and silent study area, The Durning Room.

In terms of value added, our Sixth Form is in the top 4% nationally across all post-16 providers. Throughout students' two years in the Sixth Form those who are keen to take on an active leadership role can find opportunities in both the House system and as Senior Student leaders and Prefects. There are a host of other activities in which students can play a major part in shaping the life of the Charters community.

Students also benefit from one week of work experience in Year 12. As a school we firmly believe work experience helps to inform career choices and develop the relevant skills, attitudes and behaviour expected in the world of work. Students have been extremely successful in completing their Silver and Gold Duke of Edinburgh Awards.

We also run a World Challenge Expedition every other year. This year our students travelled to Malawi, Africa where they developed important life skills.

### **Student courses on offer are:**

**AS and A2 Advanced Level** in subjects selected from Art and Design, Business Studies, Biology, Chemistry, Drama and Theatre Studies, Economics, English Language and English Literature, Film Studies, Media Studies, Food Technology, French, Geography, Graphics with Materials Technology, Health & Social Care, History, ICT, Mathematics and Further Mathematics, Music, Music Technology, Philosophy and Ethics, Photography, Physical Education, Physics, Psychology, Product Design with Resistant Materials, Sociology, Spanish, and Textiles.

**BTEC courses** are offered in Business, Performing Arts and Sport. Work experience is an integral part of the programme. In addition, students can enrol for NVQ Tennis.





## **PASTORAL ORGANISATION**

Members of the Senior Leadership Team oversee Year Group Teams, led by Heads of Year, which are organised in eight Tutor Groups within a horizontal structure except for Year 7 where there are ten as we are in the first year of our expansion.

The Tutor and tutor group meet at the beginning of each day. Continuity of support is achieved as the Tutor remains with the students in his or her group as they move up the school. Similarly the Head of Year, who leads the tutorial team, continues to have overall responsibility for a Year Group throughout years 7 – 11.







### **A Holistic Approach to Education**

Students are encouraged to adopt high standards of concern for others and to take personal responsibility within the school.

Student Committees exist across the year groups as forums for students' ideas. We meet regularly with the Head Boy and Head Girl team to discuss matters raised through the School Councils.

An extensive programme of extra-curricular activities is organised including many different sporting opportunities, a theatre club, choirs and instrumental groups, electronics, technology and computer clubs, a cookery club and many others which arise from subject, staff and/or student interest. There are approximately seventy extra-curricular activities on offer to the students each week.

School journeys, abroad and in this country, are regularly arranged and the use of our own invaluable Residential Outdoor Educational Centre at Tirabad in Wales, pictured here, is an integral part of the curriculum. All students are encouraged to benefit from these opportunities.



### **'THE EDGE'**

We have always used our motto 'Unity, Respect, Excellence' to emphasise the core values and qualities that we want Charters' students to embody and with this in mind, we have recently launched 'The Edge'.

'The Edge' helps our students to become 'work ready' by capturing, developing and accrediting activities relating to five key areas: Leadership, Organisation, Resilience, Initiative and Communication.

We have always believed that developing rounded individuals who are stand-out candidates for future employment is not just a matter of providing an impressive academic profile. The 'soft' skills, qualities and characteristics, are just as, and many would say more, important.

Whilst our Sports College legacy and opportunities outside the curriculum, visiting Tirabad, for example, give Charters' students a head start, we believe that 'The Edge' incentivises and inspires all our students to undertake self-development activities within and alongside their academic curriculum, as well as outside the school setting. The Edge was conceived at Charters four years ago and is now being offered by over 700 schools nationally as part of the PiXL Network.







### **ACCOMMODATION**

The school site comprises some thirty acres in delightful surroundings. Excellent specialist accommodation exists for all subjects, with suites of rooms for all Faculties, two floodlit astro-turf pitches and a dedicated fitness gym

Considerable building work has taken place since the school opened in 1958, with a main phase of development dating from 1970. A Learning Support Centre caters for the needs of students with physical disabilities, who are fully integrated within the school curriculum.

Charters became an academy in 2012 but we still maintain close links with the local authority who have recently provided funding to build new 13 room Mathematics and Science accommodation for our expanded intake. They have also committed funds for a new leisure centre with a 25m swimming pool due for completion in 2020.





## **MAINE CENTRE**

Several years ago, we recognised the importance of timely access to essential support services for students as part of the school's pastoral care programme. Everyone at Charters understands that, from time to time, young people need additional help, over and above what might reasonably be expected to be in place in a school like ours.

So often, the social, medical, emotional or behavioural needs of students hamper, and in some cases, prevent them realising their potential. The purpose of the Maine Centre is to provide a bespoke support programme to individuals which will allow them to access the curriculum and take full advantage of the excellent learning opportunities available to them.





### **THE GOOD SCHOOLS GUIDE**

We are proud of the Charters School summary entry in 'The Good Schools Guide':

*"An admirable and humane school, with some of the sparkiest, brightest, most articulate and most delightful students it's been our pleasure to meet. Successfully holds its own against its glossy independent neighbours, and is preferred to same by many parents. If we hadn't lived in Crystal Palace, we would have sent our own children here."*



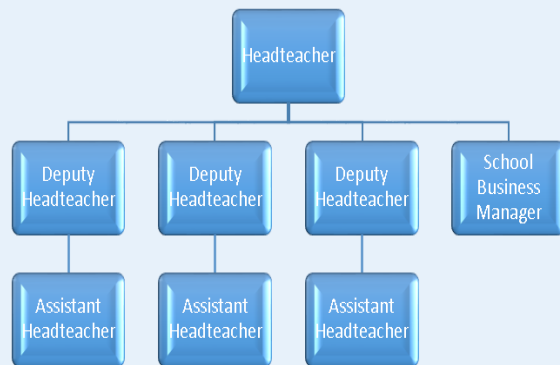




## DEPUTY HEADTEACHER PERSON SPECIFICATION

### We are seeking to appoint someone who:

- ◆ With the SLT and trustees, would be committed to devising, implementing and sharing the ownership of the strategic direction and vision of the school
- ◆ Has a track record of raising standards in Teaching and Learning and using assessment to improve this
- ◆ Has a track record of implementing curriculum developments
- ◆ Is passionate about working in partnership with parents and other stakeholders
- ◆ Is an outstanding classroom practitioner who can lead by example and support the further development of our already highly skilled teaching team
- ◆ Is self-motivated, dynamic and has the ability to both challenge and support colleagues
- ◆ Is an outstanding team player
- ◆ Has the potential for Headship at Charters in the future.



### SLT 2018

Each Deputy Headteacher/Assistant Headteacher team, together with two Senior Teachers, has responsibility for a Key Stage and Policy Development relating to one of the three educational tenets, captured by our motto:

**UNITY | RESPECT | EXCELLENCE**

### Deputy Headteacher Areas of Responsibility for this post:

- ◆ Attainment & Progress KS3
- ◆ Curriculum Development KS3
- ◆ Options Programme Year 9
- ◆ Behaviour Policy
- ◆ Attendance Monitoring
- ◆ Rewards & Sanctions Policy
- ◆ Homework Policy
- ◆ Student Council – Wider Community
- ◆ Chair Parent Council
- ◆ Duty Rota
- ◆ Link: House Coordinator, SEND, PE



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## APPLICATION INFORMATION

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Candidates are requested to complete the Application Form which can be obtained from the Charters School Website: [www.charterschool.org.uk](http://www.charterschool.org.uk) and send it by email, with a letter of application addressed to Richard Pilgrim, Co-Headteacher c/o Alison Coates, PA for Co-Headteachers, [a.coates@charterschool.org.uk](mailto:a.coates@charterschool.org.uk)

We would be delighted to welcome you to Charters for an informal visit if that would be of assistance, please also contact Alison in the first instance, should you wish to arrange this.

Thank you for your interest in our school.

**Richard Pilgrim**  
**Co-Headteacher**

Charters School has a responsibility for, and is committed to, safeguarding and promoting the welfare of children and young people and for ensuring that they are protected from harm.

All applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

Charters School is an Equal Opportunities Employer.

Charters School: a company limited by guarantee, registered in England.

Company Number: 08208767



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