



Pathfinder

Multi Academy Trust

A Partnership of Church and Community Schools

Deputy Headteacher

St Lawrence's CE Primary School

Payscale: L9 - L13

Closing date: Monday 30 April 2018

Interview date: Week commencing Monday 7 May 2018



St Lawrence's CE Primary School are seeking to recruit an outstanding and committed Deputy Headteacher for September 2018.

We are on a learning journey, but already we are seeing rapid and significant signs of improvement and seek the right person to join our team.

This person will be at the forefront of every step of achievement. Through their exemplary leadership, enthusiasm, creativity and commitment they will help raise the aspirations and success of our school community.

We want to be great in all aspects of our learning, we have a clear vision of what we need to do and we are now looking for the right person to help make this happen.

We look forward to hearing from you! Completed application forms should be posted or emailed to:

Mrs H Coles, Headteacher
St Lawrence's CE Primary School
Heslington Road, York YO10 5BW
office@stl.pmat.academy





Pathfinder

Multi Academy Trust

Pathfinder Multi Academy Trust

We are an inclusive partnership of church and community schools underpinned by a shared vision, common values and a commitment to providing an outstanding and holistic education to all the young people we serve.

Collaborate

As a family of schools, we work collaboratively to celebrate and nurture both the similarities and distinctiveness of each school's individual ethos and values.

Celebrate

We celebrate the uniqueness of all pupils, and through outstanding pastoral care, academic challenge and inspirational teaching we support each child to flourish and succeed.

Develop

We develop outstanding leadership at all levels that delivers maximum achievement whilst supporting and developing the vision and values that underpin all we do.

Thrive

We generate positive and challenging learning environments which allow staff to grow and thrive through excellent professional development.

Nurture

We nurture an ethos in which children learn by example and grow spiritually, morally and socially to understand the uniqueness and diversity of communities, faiths and cultures - locally, nationally and internationally.

Community

Partnering with the Church of England, other schools, educational institutions and the Pathfinder Teaching School to ensure we provide an outstanding education from pre-school to post 16.

“Your present circumstances don't determine where you can go; they merely determine where you start.”





Job Description

The core purpose of the Deputy Headteacher is to support the Headteacher in providing professional leadership and management for our school. They will promote and ensure high quality education and personalised learning for all our children and high standards of achievement in all areas of the schools work. They will lead by personal example and demonstrate professional commitment to excellence in primary education.

Section 1 - Level of Operation

Direction/Leadership

- To work in partnership with the HT to drive and inspire our school vision of success for every child.
- To role model quality first teaching and learning alongside a teaching partner.
- To further develop our strong and committed team through leadership, monitoring, appraisal, performance management, training and coaching.
- To contribute to the School Improvement Plan by taking lead responsibility for specific areas of work or policy development.

Application of Skills, Knowledge and Experience

- Our DHT will support us in achieving our vision of excellence. They will thrive through sharing their skills, knowledge and expertise with others.

Section 2 - Generic Requirements

Our DHT will:

- promote all school policies and procedures with a particular focus on Child Protection and Safeguarding.
- participate in the school's performance management and contribute to CPD and development activities.
- contribute to the ethos, visions and values of our school. The DHT should be in full sympathy with the CE nature of the school and be able to demonstrate what makes a CE school distinctive and effective.
- act as a 'critical friend' and provide professional challenge and support to the HT.
- provide information and advice to the HT and governing body and support accountability processes throughout the school.
- support the HT in developing links with parents and carers of children in school and managing transition.
- deputise for the HT in their absence.
- attend LGC meetings, in support of the HT.

Section 3 - School Specific Duties and Responsibilities

Shaping the Future

- To work with the HT, governing body and others to promote and develop a shared, strategic vision and plan for the school, which inspires and motivates children, staff and all other members of the school community and leads to consistently high levels of achievement.
- To lead on the development of an inspiring, creative and relevant curriculum that meets the needs of every child and helps them to shape their future.



Leading Learning & Teaching

- To provide high quality learning and teaching to enable our children to become effective, enthusiastic, independent learners, committed to life-long learning, demonstrating high expectations of children so that they achieve their maximum potential.
- There is an initial teaching and learning responsibility of 0.5 FTE.
- To support the HT in the in-depth analysis and monitoring of levels of attainment in relevant aspects of school and report this to Governors and staff throughout the academic year with recommended actions required.
- Ensures the outcomes of any monitoring activities are reflected in School Development Planning working within agreed budget constraints.
- Identifies the need for and leads school development sessions as required to ensure staff expertise matches what is necessary to raise standards in teaching and learning.
- Is able to act as a mentor for staff in observing and being observed and informs the HT within this monitoring role.
- Carries out, as part of a wider team, observations to look at standards of teaching and learning to identify strengths and weaknesses, and uses this allied to Performance Management, as a way to devise a plan of any required support.
- Actively encourages and leads extra-curricular enrichment activities to promote the personal development and well being of children within the school.

Developing Self and Working with Others

- To work with the HT, our staff team and our stakeholders to develop and nurture a positive, learning community which embraces our vision and sees no limits to what we can achieve. We are aiming high.
- To work with the HT to encourage and engage in collaboration with other schools in order to bring about positive benefits to the school, the Multi-Academy Trust and share expertise more widely.

Accountability and Responsibility

- With values at the heart of their leadership the DHT will have integrity and a professional responsibility to the whole school community.
- The DHT is also legally and contractually accountable to the HT and governing body for the school, its environment and all its work.

Strengthening the Community through Collaboration

- To engage with the internal and external school community.

Section 4 - Ways of Working

Focusing on Performance

- Alongside the HT, the DHT provides day-to-day leadership of the team, to allow team members to contribute to the best of their ability.
- To make clear the strategic goals for the school.
- To create a culture that values people, recognises their achievements and encourages them to take responsibility for their own performance.

Thinking Things Through

- The DHT is able to assess issues and problems from different points of view. They make decisions that take account of both short term and long term implications.
- To analyse and resolve complex issues and resolve problems, making decisions on behalf of the school in the absence of the HT.

Achieving Results

- The DHT supports the HT to produce and manage implementation plans, identifying the tasks, outcomes and resource requirements to achieve overall objectives.
- To set and review the overall boundaries in which others plan their work, taking a strategic view across the school.
- The DHT encourages and demonstrates creative thinking, putting into practice new approaches that improve performance. They help others to understand and manage change. They are able to deal with resistance and act as a champion of good practice.



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Benefits of working at Pathfinder

Continuing Professional Development (CPD)

Pathfinder Multi Academy Trust is committed to the Professional Development of all staff and we have a bespoke Career Pathways Programme to ensure that we recruit, develop and retain the very best colleagues.



Pension Scheme

As an employee of Pathfinder MAT you are offered membership of either the Teachers' Pension Scheme; or for support staff, the Local Government Pension Scheme. As well as employee's paying contributions into the scheme (banded, based on earnings level) Pathfinder MAT also pays into the scheme on your behalf at the following rates (regardless of earnings):

Teachers' Pension Scheme

Pathfinder MAT contributes an additional 16.48% of your salary.

Support Staff Pension Scheme

LGPS – Pathfinder MAT contributes an additional 19.9% of your salary.

For more information please visit:

www.teacherspensions.co.uk

www.nypf.org.uk

Cycle to Work Scheme

For staff who wish to purchase a bike for the purpose of travelling to work this can be done via Cyclescheme. You purchase the bike you want via the scheme and Pathfinder MAT pays the initial cost upfront and then you pay for it directly from your salary on a monthly basis (12 months is the usual duration). The deductions for the cyclescheme are taken from your gross pay each month so your taxable pay is lower than it otherwise would be.

For more information visit www.cyclescheme.co.uk

Childcare Vouchers

Pathfinder MAT use Fideliti as the childcare voucher provider. Once you have registered with them they will send invoices to the MAT on a monthly basis for the value of the vouchers you want. The MAT will then deduct the same value from your gross pay each month so that your taxable pay is lower that it otherwise would be. Fideliti deal with all of the administration of childcare vouchers with you and your childcare provider directly.

For more information about the scheme please visit:

www.fideliti.co.uk/default.aspx



Benefits of working at Pathfinder

Employee Assistance Programme



Making sure everyone in Pathfinder Multi Academy Trust team gets the support they need whatever their

worries, at home or at work. The 24/7 confidential Employee Assistance Programme offers specialist counselling and information meaning everyone has support at any time.

What does it provide?

The Employee Assistance Programme is available 24 hour a day, 365 days a year, is completely confidential and provides support by telephone or online from specialist call handlers and counsellors who understand the demands of working in education. It provides:

- **Emotional support and counselling**
- **Specialist information on work-life balance**
- **Financial and legal information**
- **Management consultation to support those responsible for managing others**
- **Up to six sessions of face-to-face or telephone counselling**
- **Access to online Cognitive Behavioural Therapy (CBT)**
- **Information on local services such as elder care and childcare**

The Education Support Partnership experts assess each call individually and decide what the best course of action for each caller is, whether that be counselling, online CBT or signposting to additional services.

Education Support Partnership Grants

A confidential grants service to help you manage your financial and money worries to get you back on track when you are struggling. If you are working in or retired from the education sector and are suffering financial problems caused by unemployment, ill health, sudden life events, bereavement or a personal injury the Education Support Partnership may be able to help you.

How?

They provide assistance with:

- **Short-term financial emergencies.**
- **Essential, but unaffordable items or costs, which contribute to improving your health and wellbeing.**
- **Helping you to stay in or get back to work by helping with all sorts of costs.**

The fund assists with a wide range of needs, some of which are listed here.

- **Mortgage Arrears.**
- **Rental Arrears.**
- **Council Tax Arrears.**
- **White Goods e.g. fridge, washing machines etc.**
- **Car costs e.g. Car Tax and travel costs e.g. public transport costs.**
- **Bankruptcy and Debt Relief Orders (DRO) – you will need to provide confirmation that you have discussed your circumstances with a money advisor.**
- **Building repairs - the fund is only able to assist home owners.**

For items not listed please do get in touch.

They also link and work with charities, unions and other funds to give grants for more expensive items, as well as with organisations who can help you improve your long-term financial health overall by:

- **Helping you budget effectively.**
- **Making agreements with your creditors to reduce monthly debt commitment.**
- **Providing information regarding your possible benefit entitlement.**