

**RICKMANSWORTH SCHOOL**

**Post of Assistant Headteacher (L12-17)**

**September 2018**

**Full-Time, Permanent**

Dear Applicant,

Thank you for your interest in the post of Assistant Headteacher at Rickmansworth School, which has become vacant, due to the promotion of the current post-holder to deputy headship in another local school. We are a partially selective 11-18 co-educational academy with 1260 students on roll, including 275 in the Sixth Form. In September 2018, the school PAN will increase to 240, and as part of the expansion, a new £4million block will be completed. This will include state-of-the-art facilities, comprising a Sixth Form Centre, 12 English/Film rooms, a Film Editing suite, a theatre, drama studios and a film atrium.

In October 2017, the School received a very good Ofsted inspection which confirmed our judgements, and fully endorsed our ambition to be ‘excellent in all that we do’. Recently, Challenge Partners visited the school in March and confirmed teaching as Good, but Staff Development/CPD as an ‘area of excellence’. This accolade is highly sought after, and reflects our extensive and high calibre CPD programme, allied with our commitment to staff well-being. In the last four years, seven staff have secured senior leadership posts in other schools.

Whilst the precise roles and responsibilities will be decided after appointment of the successful candidate, the role will be focused on either, Curriculum Design and Development, including timetable, or Assessment, Reporting and Recording. In addition each Assistant Headteacher has oversight of student development at a key stage (this post is currently linked to Key Stage 3), as well as some line management.

The leadership team currently consists of Headteacher, Deputy Headteacher, and 3 Assistant Headteachers, including this post. Since the team is small, the teaching commitment will be 30%. In addition there is a fringe team of up to 5 Associate Assistant Headteachers who lead on other whole-school aspects as well as providing operational support.

The staff and students at Rickmansworth are fantastic and this role provides a great opportunity for an ambitious person with the right skills, qualities and experiences to make an impact in order to progress further in the profession. We are a forward thinking team which strive for the best standards possible both in ourselves and that of others.

If having read this as well as the job description/person specification, you believe you have the necessary drive and determination to undertake the role, I look forward to receiving your application.

Closing Date for Applications: 8am Monday 21 May

Interviews: Wednesday 23 & Thursday 24 May.

Yours faithfully

Keith Douglas

Headteacher