



Cheadle Hulme School

Deputy Head (Junior School) Required for September 2019

The School - A Background

Founded in 1855 by a small group of Victorian philanthropists in Manchester, Cheadle Hulme School began its life educating the “orphans and necessitous children” of warehousemen and clerks during the Industrial Revolution.

Over the years since its inception, the School has grown in ways far beyond the imaginings of its Founders: the introduction of fee-paying day pupils was the first step towards the School becoming, as it is now, a very successful, independent, co-educational HMC day school, providing high quality education to boys and girls, Aged 3 to 18, from all over the North West.

The School currently has 1460 students and is truly co-educational: there are 658 girls (45%) on the school roll and 801 boys (55%).

The School is committed to honouring the original intentions of the Founders by providing bursaries for students whose financial background would otherwise preclude them from a CHS education.

The School has a Ten Year Strategic Plan (2011-2021) which informs its future aspirations and priorities.

[Cheadle Hulme's vision and aims](#)



Working at Cheadle Hulme School

Set in 83 acres of countryside with fine historical Victorian buildings, Cheadle Hulme School is a wonderful environment to work within. The expansive campus offers exceptional outdoor facilities including seven grass pitches for football, rugby, cricket and athletics, an AstroTurf pitch, a 3G pitch, four netball courts and four tennis courts. It is hard to imagine that the School is on the doorstep of one of Europe's most exciting cities, lying just 20 minutes south of the vibrant and popular city of Manchester, its leisure facilities, amenities and transport network, allowing easy access to London. Manchester Airport is just 5 miles away.

Cheadle Hulme School has built a reputation as one of the region's most modern, relevant and dynamic schools. But CHS is more than just a school; it is a thriving, co-educational community, with the School's motto, 'In loco parentis' sitting at the heart of our ethos. We believe a successful education involves more than pupil and teacher; it involves a broad network of people who each contribute to the development, growth and experience of the individual. CHS has an outstanding staff body who are committed to their work and to enriching the lives of the pupils in their care. Both in the classroom and out of it, whether that is as a member of the teaching staff, or as a member of the non-teaching staff, every individual has an important role to play in helping to fulfil the School's Ten Year Strategic Plan. As such, our staff are our greatest asset, and the key to our success. We want to attract and retain the best, provide them with encouragement, stimulus and ensure that they feel valued as an integral part of the School community.

We offer a competitive salary and benefits package, excellent facilities and IT resources and a friendly and supportive working environment. Examples of the current types of benefit available to staff are available to view [here](#).



Teaching at Cheadle Hulme School

There is a wide range of ages and experience amongst the 140 teaching staff at the School. Each year a number of newly qualified, and in some cases unqualified recent graduates, join the School. We offer statutory induction for Newly Qualified Teachers, and offer the opportunity for those without Qualified Teacher Status to gain this status through our innovative partnership with Manchester Metropolitan University. There is pro-active support for all new members of staff, who are guided through their first year at School by a variety of people, with the line manager and an individually appointed mentor taking the lead.

The School prides itself on the many opportunities for continuing professional development. We organise regular whole staff in-service training and a budget for training outside of School. In addition, academic departments commit to sharing good practice; there are opportunities to take part in peer observation, peer coaching, learning reviews and working parties. Other benefits of teaching at Cheadle Hulme School can be found [here](#).



THE JUNIOR SCHOOL

The Junior School comprises fourteen classes of children from the age of 4 to 11. There are two parallel classes of around 20 children that run through from Reception onwards. By the final year of the Junior School there are usually 26 children in each class. The Junior School, like the Senior School, is co-educational.

Throughout the Junior School, the Form Teacher takes his or her form for most of the week, although there are specialist teachers for PE, Music and Languages.

The Junior School has always offered its pupils a broad curriculum. All pupils are taught English, Mathematics, Science, Humanities, Art, Music, ICT, Technology, Learning for Life, PE, Swimming and Games. All subjects follow a skills-based curriculum which takes account of national developments.

We have recently opened a Pre-School accommodating pupils aged 3-4 years old.

The Junior School Staff

The Junior School is led by the Head of Junior School. The leadership and management team which includes posts for curriculum, pastoral, staff and pupil performance management. There are over 40 staff in the school, including teaching and lunchtime assistants and some subjects such as Music and PE are taught by specialists.



The Appointment

The School seeks to appoint a well-qualified and committed Deputy Head. The successful candidate will have the ability to understand, inspire and motivate children. A willingness to assist with Co-Curricular activities is essential. Please find the Job Description at the end of this document.



Application procedure

An Application Form is to be submitted to the Human Resources Department, by 9am on Monday 14 January 2019.

Phone Number: 0161 488 3330

Email: humanresources@chschoo.co.uk

Postal Address: Cheadle Hulme School, Claremont Road, Cheadle Hulme, Cheshire, SK8 6EF

Interviews will take place on Friday 25 January 2019. Unfortunately, if you have not heard from the School in response to your application by Friday 18 January 2019, you will not have been short-listed for interview.

(Cheadle Hulme School is committed to safeguarding and promoting the welfare of young people and expects all staff and volunteers to share this commitment. All appointments at Cheadle Hulme School are subject to clearance by the Disclosure & Barring Service and to identity and qualification checks).

Cheadle Hulme School is an equal opportunities employer and values a diverse workforce; we welcome applications from all sections of the community.

Registered Charity Number 1077017 for the education of children.





Cheadle Hulme School

Role title: Deputy Head (Junior School)
Reports to: Head of the Junior School

Role Purpose

The role is a complex and challenging one, the post-holder will be a key part of the Junior School Management Team.

Cheadle Hulme School is committed to safeguarding and promoting the welfare of young people and vulnerable adults and expects all staff and volunteers to share this commitment.

Responsibilities

Teaching and Learning

- Teach a significant timetable in either Key Stage 1 or 2;
- Model best practice and support colleagues in achieving high standards;
- Play a leading role in sustaining excellent standards in classroom organisation;
- Promote a culture of learning and reflective practice in partnership with the Head of the Junior School and other members of the Leadership Team;
- Keep abreast of curriculum change.

Leading and Managing Staff

- Lead, motivate, support and challenge staff to deliver quality provision and promote school improvement;
- Ensure professional development of all staff and contribute to INSET;
- Be involved with the appointment of new staff;
- Responsible for staff performance including staff appraisals.

Accountability for standards

- Manage the programme for monitoring standards of teaching and learning and tracking pupil progress.

Behaviour Management of Pupils

- Lead the department implementing School policies and dealing with pupil discipline;
- Liaise with the pastoral managers in taking a leading role in pastoral care of pupils;
- Meet with parents where necessary to enforce School policy

Communication with Parents

- Maintain positive relationships with all parents and meet individuals as and when necessary;
- Oversee parent/teacher consultations;
- Organise induction days, assessment and open events

Recruiting and Marketing

- Take a leading role in marketing the School effectively and the recruitment of pupils.

Assessment of Prospective Pupils

- Carry out assessment for pupil entry at 7+, 8+, 9+ and 10+.

Administration and Resource Management

- Oversee the management of all resources in the Junior Department and implement all budget matters agreed with the Head;
- Administration of the daily routines of the Junior School;
- Arrange cover for staff absences;
- Organise rotas for such matters as assembly, extra-curricular clubs, duties;
- Oversee all aspects of School trips;
- Assist with Inspection documentation.

Whole School Commitment

- Be part of the whole School team;
- Foster whole School cohesion;
- Lead staff meetings and INSET when appropriate;
- Attend functions and activities in support of the School;
- Make a significant contribution to the development of School strategy for continued improvement

General

- To undertake such other additional reasonable duties as requested by the Head of the Junior School from time to time;

- Responsible for the Junior School when the Head is unavailable, if requested to do so

Person Specification

Skills & Competencies	
1.	Lead by example and motivate staff and pupils
2.	Build a rapport with and value all members of the School community
3.	Possess the determination to see tasks through to completion
4.	Write and speak with clarity and authority
5.	Be flexible while adhering to principles
6.	Be sympathetic to and enhance the ethos of the School
7.	Have a good understanding of the primary curriculum
8.	Have a secure knowledge of the primary assessment
9.	Make a positive contribution to the extra-curricular programme
10.	Demonstrate commitment to the school as a whole
11.	Have excellent interpersonal skills
12.	Work as a leader and member of a team
13.	Be supportive of the vision of the Head of the Junior School