



SHAFTESBURY HIGH SCHOOL

EMPOWERMENT · POSITIVITY · WELLBEING

A Secondary Special School for pupils aged 11-19 with moderate learning difficulties, autism, speech and communication needs.

Deputy Headteacher Candidate Pack
March 2022



SHAFTESBURY HIGH SCHOOL

From the Headteacher

Dear Applicant,

Thank you for your interest in the Deputy Headteacher role at Shaftesbury High School. I hope you find this information pack a useful introduction to our school. We are delighted that you see Shaftesbury High School as a school where you can make an impact.

Shaftesbury High School is a special school for secondary aged students, aged 11 to 19, who experience a wide range of learning difficulties, including emotional, communication, medical, physical, sensory, and social needs. Shaftesbury High School is a maintained local authority school.

We seek to develop our pupils as courageous, confident learners, through an innovative approach to the curriculum, assessment and partnerships with other schools, and research institutions. We are committed to placing the students at the center of our decision-making process. We walk the fine line between maintaining what makes our school 'our' school and continuing to challenge ourselves to ensure the best for our students, staff, and parents.

We are proud to be an Ofsted rated 'outstanding' school. We believe that a key part of our success is the strong links and relationships that have been developed between staff, pupils, parents, and the broader school community.

Key Dates

The closing date for applications is Friday May 21st at 9.00am.
Interviews will be held the week beginning Monday 23rd May 2022.

Prospective candidates are welcome to arrange a visit to the school, please call the school office on 0208 428 2482.

Yours faithfully

Sage Ball



SHAFTESBURY HIGH SCHOOL

About us

Shaftesbury High School is secondary aged school for 174 students, who experience a wide range of learning difficulties, including learning, emotional, communication, medical, physical, sensory and social needs. It is a maintained local authority school. We are planning for new buildings in the future which will take our pupil numbers to 200.

In 2007 Ofsted judged the school as “Outstanding” for its support of parents and carers. Ofsted, conducted whole school inspections in 2008, 2010 and 2016, and judged the school to be “Outstanding”.

We aim to provide a broad and balanced curriculum for all our students. We are committed to equal opportunities for our students, and we want them to develop to their full potential both personally and academically. We are committed to support our students to become cooperative and independent individuals. We are respectful and build trust with all members of our wider community.

We seek to involve parents, community groups and local businesses in developments and activities inside and outside school.

Our vision

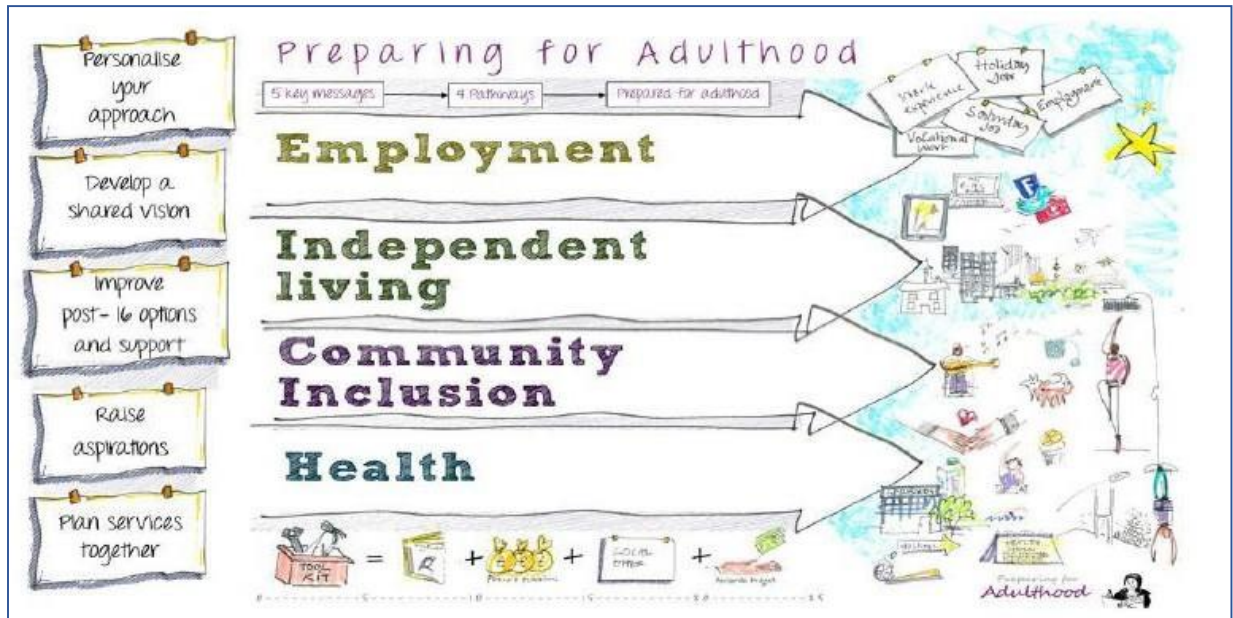
‘to build fair, collaborative and accessible communities, carving pathways into them’

‘Fair’ begins by all stakeholders valuing the concepts of ‘being kind, being respectful, being resilient, being responsible, and enabling the opportunity to grow’. ‘Accessible’ means that from the day our students start, they begin their transition beyond school. We facilitate positive lifelong learners and meaningful learning experiences.

Shaftesbury knows that our learners benefit from a broad, strong networks. We seek to overcome the lack of options for our students, beyond college and support new pathways into employment and social belonging.



SHAFTESBURY HIGH SCHOOL



We gauge the success of our school, curriculum, and pedagogy by the number of stakeholders who succeed in finding their path and continue to give back to their communities, thus furthering their fulfilment through belonging, self-value and continual growth.

Curriculum

The learning offer at SHS is broken down into seven, inter-related, main sections:

- A. Wellbeing
- B. Core (Literacy, Numeracy, Science, Computing, PSHE, PE, SMSC)
- C. Projects
- D. Play
- E. Enrichment Activities
- F. Therapeutic Offer
- G. Reflection

Overview of How the Curriculum Runs

Along with daily wellbeing sessions (directly focused on EHC targets), structured play and core subject specialists, we believe our students will achieve higher qualifications in their areas of strength via the project options. The projects support out students to achieve in further education, employment, and life.



SHAFTESBURY HIGH SCHOOL

Students invest about 10 hours a week into the project(s) and also in enterprise, employability and independent living. Students will be asked to make their project choices at Annual Reviews.

Year 7 students rotate between the six projects by completing one each half term. The project is delivered by their Year 7 teachers.

Key Stage 3 (year 8 and 9) rotate between six projects by completing one each half term. The projects are delivered by the project subject specialist.

Key Stage 4 (year 10 and 11) students choose one Project. They work on this project for at least one year.

Our New Deputy Headteacher

The opportunity has arisen for an influential and knowledgeable Deputy Headteacher to join Shaftesbury High School. Shaftesbury High School is an outstanding secondary special school in the heart of Harrow, North London.

Shaftesbury High School is a successful and well-respected school which caters for up to 180 pupils, aged 11-19, who experience a wide range of learning difficulties. Over the past three years we have successfully introduced a dynamic and engaging new curriculum, which engages our students in project-based learning alongside their core lessons. We place a strong emphasis on wellbeing and support for both staff and pupils. We are committed to restorative practice and all staff members are CALM trained.

The new Deputy Headteacher will have experience of senior leadership in special schools for pupils with MLD, and students with complex needs. The Deputy Headteacher will work closely with the Headteacher and Senior Leadership Team. The new Deputy Headteacher will be part of a team that ensures we deliver on our commitment to Shaftesbury's vision, mission, and strategic priorities. The new Deputy Headteacher will be expected to support a culture that enables all learners and staff to excel.

Who are we looking for?

We are looking to hear from leaders with the experience of working with young people who have a range of learning needs. We are looking for someone who is creative and innovative.



SHAFTESBURY HIGH SCHOOL

If you are an inspirational, motivated, and forward-thinking leader, with experience of whole school development and improvement, this could be an excellent opportunity for you.

We are looking for a Deputy Headteacher who:

- is a team player.
- is an effective communicator.
- is a motivational line manager.
- can work well with staff, students, and parents to ensure that Shaftesbury High School continues to place the students at the centre of the decision-making process.
- has the vision and strategic thinking skills to continue developing this outstanding school.
- has the ability, creativity, and ambition to plan and lead constructive change.
- can work closely with the Assistant Head (Quality of Education) to focus on developing our ambitious curriculum for our ASD students.
- has in-depth knowledge of SEND, including the latest developments in pedagogy.

Job Description The Deputy Head

This is a senior post within the school's staffing structure, which carries with it membership of the Senior Leadership Team. The post holder is accountable to the Head teacher. The post holder will deputise for the Head teacher in their absence. As Deputy Head teacher, the post holder will be required to meet the general requirements of this post as specified in the School Teachers' Pay and Conditions Document. In addition, the post holder will be required to work closely with and fulfil any reasonable expectations required by the Head teacher.

The Deputy Headteacher will have specific responsibilities which include:

- Leading, with the Assistant Heads Quality of Education, in the development of best practice for students with complex needs.
- Leading, with the Assistant Head Key Stage 3, to provide CPD training and INSET Training on complex needs.
- Leading on Health and Safety. Being responsible for risk assessments.
- Ensuring that the website and school bulletin have regular updates.
- A teaching responsibility (5-7 periods).
- Overseeing pupil annual reviews.
- Line managing whole selected school.
- Being the lead for trips and residential trips.



SHAFTESBURY HIGH SCHOOL

The Deputy Headteacher will work closely with the Head Teacher in:

- Formulating the school improvement plan each year and evaluating the ongoing SIP.
- Implementing the policies through which school priorities are achieved.
- Managing staff and resources proactively.
- Taking responsibility for the school in the absence of the Headteacher.
- Carrying out the professional duties of a teacher as required.
- Taking a proactive lead in areas defined through the school improvement plan.
- Being an effective leader in change management.
- Working collaboratively with the Senior Leadership Team.
- Leading by example to motivate and work with others.
- Promoting a culture of inclusion within the school community.

Leading teaching and learning

- Being an excellent role model for all members of the school community
- Working with the SLT to raise standards through staff performance management
- Developing student engagement across all Key Stages at SHS.
- Supporting the delivery and implementation of strategy.
- Participating in the processes involved in monitoring, evaluating, and challenging the quality of teaching and learning taking place throughout the school.
- Ensure that communication is clear, transparent, and consistent within the school.

Developing self and others

- Support the development of collaborative approaches within the school.
- Organise and support the induction of staff new to the school.
- Support the staff responsible for NQTs, students on teaching practice and those undertaking work experience.
- Work with the Headteacher and Assistant Headteacher, with responsibility for CPD, to deliver both CPD and INSET programmes focusing on complex needs.
- To participate in the analyses of key school performance data, to ensure priorities are appropriate and improvement in standards is promoted, for individual and groups of pupils.

Managing the organisation

- Leading regular reviews of school systems.
- Working with the Head Teacher, undertake key activities related to professional, personnel/HR issues.



SHAFTESBURY HIGH SCHOOL

- Managing leadership processes as appropriate e.g. sickness absence, disciplinary, capability.
- Leading on a consistent approach to standards of behaviour, attendance, and punctuality.
- Being a proactive and effective member of the senior leadership team.
- Leading the day-to-day effective organisation and running of the school.
- Securing accountability.
- Taking responsibility for promoting and safeguarding the welfare of children and young people within the school.
- Holding staff to account in line with school development plan.
- Working with the Head Teacher in developing the policies and practice, which promote inclusion, equality, and the extended services that the school offers.
- Developing and maintaining contact with all specialist support services.
- Promoting the positive involvement of parents/carers in school life.
- Organising and conducting meetings where appropriate with parents and carers to ensure positive outcomes for all parties.
- Other duties and responsibilities as determined by the Headteacher.



SHAFTESBURY HIGH SCHOOL

Information for Candidates

Pay Range:	Leadership 10 - 15
Start Date:	September 2022
Closing Date:	Tuesday 19 th April at 9.00am
Shortlisting Date:	Thursday 21 st April
Interview Date:	Week beginning April 25th.

Visits to the school:	Please email mkelly@shaftesburyhighschool.org to arrange a visit to SHS._
School website:	www.shaftesbury.harrow.sch.uk
Send applications to:	mkelly@shaftesburyhighschool.org

Shaftesbury High School is committed to safeguarding and promoting the welfare of children and expects all staff and visitors to share this commitment. Appointment to this post is subject to an enhanced Disclosure and Barring Service check (DBS) as well as other pre- appointment checks outlined in Keeping Children Safe in Education (January 2021).



SHAFTESBURY HIGH SCHOOL

Information for Candidates

Application Form

Use the standard application form provided (CVs are not accepted) please complete all aspects of the form fully. Include your full work history with no unexplained gaps since leaving school education. Include all the training you have completed, particularly those in recent years which have helped to prepare you for senior leadership.

Person Specification and Personal Statement

When writing your responses, it is important that you address each of the requirements in the person specification. Ensure to evidence additional aspects such as training and qualifications together with your background and experience within the personal statement.

Covering letter

You may wish to include a covering letter of no more than two sides of A4 paper and at a font size of no less than Arial size 12.

References

Please make sure your referees are aware of your application and that they can provide a reference with a swift turnaround. Preferred referees are your last two employers, and you should provide their official organisation email address for us to contact. One referee will be your last Headteacher.