



LORETO GRAMMAR SCHOOL

Sincerity Freedom Justice Joy Truth Excellence Internationality



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April 2019

Dear Prospective Candidate,

APPOINTMENT OF DEPUTY HEADTEACHER (L20- L24)

On behalf of the Governors of Loreto Grammar School, I would like to thank you for expressing an interest in the post of Deputy Headteacher. This post arises following the promotion of our Deputy Headteacher to Headship in September 2018.

I am seeking to appoint an inspirational and innovative colleague to join our Leadership Team in this key role. The successful candidate will have a proven and successful record in effective Senior Leadership. S/he will have a strong understanding of the current national picture in education and a commitment to the development of the whole person of the student. This post offers you the opportunity to work in a thriving Catholic school and to serve as a Loreto leader through the prism of the Vision Values and Philosophy of Education and under the aegis of the Loreto Education Trust. The appointed candidates will be a practicing Catholic.

The candidate appointed will be the sole Deputy Headteacher in a leadership team comprising the Head, and five Assistant Headteacher colleagues. The colleague appointed will be a member of a strong and collaborative leadership team and will bring her/his experience and gifts to the team to help inform and shape the future of Loreto Grammar School and to stretch the hearts and minds of the girls we serve.

In essence, the role of Deputy Headteacher will be focussed upon all aspects of curriculum under the broad title of Quality of Education and I will want to explore this at interview with candidates.

You will have ample opportunity to contribute fully to Loreto's successful development and plans for the future. You will play a role in the wider Loreto perspective the Loreto English Education Network. This is an exciting post for someone with drive and ambition, a colleague will help us to ensure a Loreto curriculum, which is truly student centred and enhance our focus upon quality learning and teaching. The candidate appointed will work in close partnership with me in leading the School and this will be ideal preparation for a future headship position.

Should you decide to proceed to application, you will need to return the completed application form, accompanied by a supporting letter. Your accompanying letter should be no longer than three sides of A4 but should address:

- The vision, experience, and qualities which you would bring to the post and which you feel are of particular relevance to the position of Deputy Head and leader of the Quality of Education

Strive more to merit the praise and love of others than to receive it – Mary Ward

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- The impact of a significant whole school strategic initiative that you have led in your current post
- Catholic Education in today's society
- The main challenges facing schools today.

These should both be returned to me and reach the school by **Friday 26th April 2019 by 12pm**. Interviews will take place in early May.

Finally, thank you for your interest in this important post. I look forward to receiving your application. I know how vital it is for a colleague who is aspiring to develop his/her career at this level to find a close match between one's own needs and those of the school. I trust that you will take whatever opportunity you can to discover whether this is the right situation for you, as indeed we hope to be thoroughly convinced that you are the right candidate for Loreto. Please therefore do not hesitate to contact me at the school should you wish to discuss any aspects of this post or to visit us prior to applying. Interested candidates are welcome to visit School on 24th or 25th April.

With kind regards,

Yours sincerely

Mrs J.A. Beever Headteacher

We should be as we appear and appear such as we are – Mary Ward

