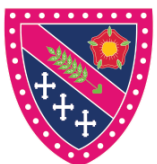




Application Pack **DEPUTY HEADTEACHER (PASTORAL)**



THE DEANERY

Church of England High School and Sixth Form College

A welcome from the Headteacher

Jesus said, "I have come that they may have life – life in all its fullness."
John 10:10

Dear Applicant,
Thank you for your interest in this post at The Deanery Church of England High School. I hope the attached documentation will provide you with the information you need and that you will feel encouraged to apply for the post.

The Deanery is an 11-18 Church of England school at the heart of the local community in Wigan. We are a successful and significantly oversubscribed school of around 1450 pupils with a thriving Sixth Form. Serving the Diocese of Liverpool and the parishes of the Wigan Deanery, we aim to provide an education for life, enabling all of our community to flourish and live life to the full. We live by our Christian values of Faith, Hope, Love, Wisdom, Courage and Integrity and our mantra Work Hard, Be Kind, Make a Difference.

As a school, we nurture young people in body, mind and spirit, recognising that there is a spiritual dimension to the fullness of life. We see all young people as individuals, recognising their unique God-given talents, potential and purpose and seeking to nurture these through a rich, deep and horizon-broadening curriculum. We promote a culture of academic excellence and the highest expectations, set firmly within a guiding framework of lived and visible Christian values, beliefs and practices.

We are passionate about excellence in education and aim to give pupils the very best start in life with the firm belief that excellent teaching transforms lives.

We are unapologetically ambitious for every child, no matter what their background, prior attainment or needs.

At The Deanery, we believe that a traditional ethos and common-sense approach to the curriculum and behaviour works best in promoting pupils' progress, both academically and socially. Therefore, we insist upon:

- Strict discipline
- Smart school uniforms
- Academic rigour
- High expectations

We have dedicated and highly motivated teaching and support staff, who are committed to the continual improvement of the school. We place a very high value on managing staff workload and wellbeing, as recognised by the NASUWT's Valued Worker Scheme.

The Deanery enjoys a magnificent new £27m building. We have outstanding facilities, including advanced science laboratories, state of the art purpose-built curriculum suites, sixth form centre, 4G all-weather pitches, activity studio and a fully equipped technology suite. Learning here has never been more exciting.

Please do take a look at our website to get a fuller picture of our school and what we aim to achieve. On it you will be able to see our prospectus, details of our curriculum offer and the wide-ranging opportunities available to pupils.

We expect all colleagues to support our ethos, whatever their own personal faith position may be. Our aim is simply to serve our local community through providing an outstanding education to children of all faiths and none. We emphasise our Christian distinctiveness through regular acts of worship, but more importantly by valuing and caring for every member of our community.

The Deanery is a very welcoming and close-knit community and a great place to work! If you share our vision and would like to be a part of this dynamic and successful school, I would encourage you to apply for the post. Alternatively, you can send us your CV to add our talent pool for any future vacancies that may be of interest to you.



Mr M Wood
Headteacher

About us

Introduction

A school with a church foundation has existed on this site for 92 years. In 1932, All Saints' Senior Church School was founded for *'the nurture of the hearts and minds of children'* in Wigan. In 1970, All Saints' School closed to allow the formation of a new high school. For the last 53 years, The Deanery Church of England High School has honoured that rich legacy and has been a beacon of distinctive Christian education for generations.

Our school sits at the heart of Wigan and serves young people and families from every parish of the town.

Our school's history can be seen in its badge:

- 30 dots, representing the 30 traditional parishes in the Wigan Deanery
- The Red Rose of Lancashire
- 3 crosses to represent the 3 original constituent schools
- A branch from the Wiggin Tree



Key Information

- Our pupils and students are fantastic – they are highly motivated and engaged young people with supportive and caring parents
- As a Church of England school, we aim to maintain a distinctly Christian ethos while being genuinely welcoming and inclusive
- We have over 1,450 pupils and students, including almost 200 in our Sixth Form
- The school admits 250 children into Year 7 each year and is heavily oversubscribed
- In 2024, we had over 820 applications for our 250 places in Year 7
- We offer a rich co-curricular provision, including music, drama and sport
- Our school building was completed in September 2017 offering state of the art facilities
- Our Sixth Form Centre gives a modern area in which to work and study; this allows us to have a distinctive sixth form which is still closely linked to the main school

Leadership

Martin Wood, taking on his second headship, joined the school in 2019 as Headteacher, leading a dynamic and forward-thinking Senior Leadership Team. This team comprises two Deputy Headteachers, seven Assistant Headteachers and the Director of Business & Finance.

"A school in which pupils and adults flourish."
SIAMS Inspection Report - December 2021



About the Role



THE DEANERY
Church of England High School and Sixth Form College

The Governors of this heavily-oversubscribed and successful school would like to appoint a strong, committed and experienced Pastoral leader to the position of Deputy Headteacher.

The right person for this role will have a pastoral heart and a natural pastoral instinct.

The Deputy Head (Pastoral) is a key member of the Senior Leadership Team and must be committed to the school's ethos, aims and strategic direction.

You will be able to provide robust strategic leadership of behaviour, attendance, inclusion and safeguarding, leading a team of Assistant Headteachers and Pastoral leaders.

The successful candidate will be expected to lead with integrity, purpose and intent, based directly on achieving the Christian mission and vision of the school and being guided unequivocally by its values.

Although we would prefer to appoint for Easter 2025, Governors would consider delaying the appointment to September 2025 for the right candidate.



"A wonderful, inclusive, nurturing community is created in which every individual is deeply valued and cherished. Everybody is enabled to flourish richly and live life to the full."

***SIAMS Inspection Report -
December 2021***



A great place to work ...

Our core employee rewards and benefits include:

- A professional working environment in which all staff are valued, listened to and able to fully use their gifts and talents
- 'Warm and strict' behaviour systems, meaning pupils can learn and teachers can teach
- Centralised same-day detention system
- The opportunity to teach A Level in our Sixth Form
- Exceptionally visible Senior Leadership Team with open door policy
- A Well-Being Team which is responsible for wellbeing of both staff and students
- A bespoke CPD programme for all staff, exciting career opportunities and individual teaching and leadership coaching
- Access to a range of middle and senior leadership programmes – NPQML, NPQSL, NPQL+B
- Collaborative planning with centralised, shared schemes of work and resources
- Personal mentors for Early Career Teachers
- A comprehensive induction programme
- State of the art facilities, located in the centre of the wonderful town of Wigan
- Competitive salaries for all postholders
- Higher preference in our Admissions Policy for children of staff
- Family friendly leave, pay and working arrangements
- Free on-site parking
- Free staff laptop
- Discounted gym membership
- A dedicated, enthusiastic and highly professional staff team
- We are members of the DFE's Education Staff Well-Being Charter



The Valued Worker Scheme is an initiative jointly promoted by the NASUWT, GMB, UNISON and Unite to recognise and support good employment relations in schools and colleges. The Valued Worker Scheme aims to recognise those employers that are committed to valuing their staff. The scheme recognises employers who commit to treating all employees fairly, equitably and with dignity.



We are a Disability Confident Committed employer. Our recruitment process is inclusive and accessible. We guarantee to interview all disabled applicants who meet the minimum criteria for the vacancy.

"Leaders and Governors are considerate of staff's workload and well-being. Staff described the school as a happy place to work."

**Ofsted Inspection
Report - May 2022**



Job Description – Deputy Headteacher (Pastoral)

Responsible to	Headteacher
Salary	L21 – L25 (currently £81,441 - £89,830)
Start date	1 st September 2025 (or earlier if possible)

School Mission Statement: As a Church of England school, we aim to provide an education for life, enabling all of our community to flourish and live life to the full.

The role of senior leaders encompasses but exceeds the specific tasks assigned in job descriptions. The following are the expectations of senior leaders at The Deanery Church of England High School.

- To actively support and promote the Christian values and ethos of this Church of England school
- To assist the Headteacher in leading and managing the school
- To contribute to, and actively support and promote, decisions made by the Leadership Team
- To subscribe to the concept of “private honesty, public loyalty” at all times, and maintain the confidentiality of the team
- To take a lead in all aspects of the school’s life e.g. worship, assemblies, whole-school events
- Be highly visible and high profile around school during the day and be part of SLT duty rotas
- To take a lead role in ensuring impeccable pupil behaviour and disruption-free teaching
- To encourage and support staff
- To challenge poor conduct and underperformance
- To be proactive and creative in anticipating and solving problems
- To be an effective communicator verbally and in writing
- Play a major role, under the overall direction of the Headteacher and in collaboration with other members of SLT, in formulating and reviewing the School Improvement Plan
- To assist in the recruitment and selection of teaching and associate staff
- To demonstrate, and consistently articulate, high expectations of teaching and behaviour
- To prioritise own health and the wellbeing of staff
- Be diligent in attending to own professional development and the nurture of personal spiritual life
- To create sound strategies rooted in research and evidence
- To secure healthy accountability using intelligent processes, including reporting to Governors

Senior leaders are also expected to model the following values, behaviours and attitudes.

- Putting pupils first and being positive about young people
- Having a commitment to excellence and high standards
- Having the highest expectations of young people academically and personally
- Demonstrating ethical leadership:

Service: following the example of Christ in being servant leaders

Wisdom: serving our school with moderation, calmness, propriety and good sense

Hope: because through our work we are changing the world for the better

Integrity: building trust by acting in accordance with principles and values

Justice: being fair and working for the good of children from all backgrounds

Courage: conviction and determination to do the right thing for pupils and school

Honesty: truthfulness, transparency and openness

Resilience: keeping going and remaining positive through challenges

Kindness: care, respect, generosity of spirit, understanding and patience

Individual roles and responsibilities are assigned below; however, the school exists as an entity and to ensure effectiveness all areas of work and responsibility are interrelated and interdependent. Members of SLT have an overarching duty to work closely with colleagues on SLT and not be independent of them. Depending on the needs of the school, specific roles may be altered from time to time in

consultation with the Headteacher. Job descriptions will be reviewed annually. All leaders are expected to align and develop school systems to minimize unnecessary workload and bureaucracy, and to lead the school's work on promoting the highest levels of staff and pupil wellbeing.

Leadership and management of the Pastoral System – Impeccable Behaviour

- Implementing and developing the Behaviour and Rewards Policy, Behaviour to Flourish and associated systems and policies
- Be a highly visible presence, supporting pupils and colleagues and leading by example
- Support Curriculum Leaders and Senior Progress Leaders in managing and improving behaviour
- Lead on standards of uniform and presentation
- Lead strategic RAP reviews with each year group termly
- Analyse and respond to behaviour data and produce regular reports via management of Synergy
- Lead on internal exclusion, fixed-term and permanent exclusion processes
- Lead behaviour CPD, reminders and guidance regularly
- Deal positively and proactively with parents to address any concerns or complaints effectively
- Responsible for the pastoral and behaviour section of the School Improvement Plan
- Lead on the Behaviour and Attitudes area of the Ofsted framework
- Work with DHT (Curriculum) on the management and design of the school calendar
- Represent school at LA Pastoral meetings e.g. RDP, Big Picture Reintegration, Faith Consortium

Leadership and management of the Pastoral System - Attendance

- Ensure highest levels of attendance via strategic planning to reduce absence, persistent and severe absence, and lateness
- Ensure highest levels of punctuality to lessons, leading strategic interventions as necessary

Leadership and management of the Pastoral System – Safeguarding

- Working with the DSL to ensure a strong culture of safeguarding across all aspects of school
- Be a Deputy DSL

Leadership and management of the Pastoral System - Personal Development/Wellbeing

- Liaise with, and oversight of, AH Personal Development to ensure behaviour and attendance strategy contribute to an ongoing rewards process
- Organise and develop the role of the School Council and Executive School Council
- Lead on parental engagement – work to overcome barriers and evaluate parent views
- Lead on pupil wellbeing, utilising resources efficiently to ensure interventions for children in need

Admissions and Appeals

- Oversee admissions including respites, managed moves, mid-year and full intake admissions
- Represent the school at Admission Appeals panels

Inclusion: Gatehouse and Withdrawal Intervention Leadership

- strategic oversight of all withdrawal and/ or intervention work
- oversee the smooth running of The Gatehouse and ensure it is a positive environment conducive to learning and reflective of the school's mission, vision and values
- lead the deployment of resources and staffing at the Gatehouse to ensure high quality, evidenced-based, measurable interventions and schemes of learning are in place for pupils
- lead the Assistant Headteachers (Key Stage and SENCO) so that interventions are high quality, quality assured and use effective data to show progress and impact
- ensure the Graduated Approach is used as a tool for intervention consistently

Line management of others

- Assistant Headteachers: Key Stage Leads and SENCO/DSL
- School Counsellor
- Attendance Officer
- Family Liaison Officer

- Designated Teacher for Looked After Children

All staff are expected to model the following values, behaviours and attitudes:

- Actively supporting, articulating and promoting our Christian values and ethos
- Putting pupils first and being positive about young people
- Committing fully to the safeguarding of pupils
- Having a commitment to excellence and high standards in everything we do
- Having and communicating the highest expectations of young people academically and personally
- Having a commitment to social justice and equality of opportunity
- Being committed to ethical behaviour: demonstrating integrity, honesty, resilience, professionalism, kindness and humility
- Behaving in a professional manner with staff and pupils at all times, treating all members of the school community with dignity and respect
- Contributing to the overall aims of the school by complying with and implementing school policies and by working collaboratively as part of pastoral and academic teams

Applicable contract terms

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition. This job description is to be performed in accordance with the provisions of the School Teachers' Pay and Conditions Document and within the range of duties set out in that document so far as relevant to the postholder's title and salary grade. This job description is current at the date shown, but in consultation with you it is liable to variation by the management of the school via the Headteacher to reflect or anticipate change in or to the job commensurate with the responsibility level.

"Staff are very proud to be part of the school."
Ofsted Inspection Report – May 2022



Person Specification

Attribute	Essential	Desirable
Training and Qualifications		
Qualified teacher status	✓	
Recognised Honours Degree	✓	
Higher Degree		✓
Professional development relevant to senior leadership	✓	
NPQH		✓
Church connection		
Strong commitment to the school's Christian ethos, values and vision	✓	
A committed and practising Christian (as referenced by a minister or Vicar in the Churches Together faith partnership)		✓
Previous experience		
Significant experience of pastoral leadership either whole school or in a key stage, enabling them to have the credibility to lead experienced and strong leaders	✓	
Be an excellent classroom teacher	✓	
Significant experience of strategic leadership of attendance and behaviour systems	✓	
Experience of whole school monitoring and the development of action plans	✓	
Behavioural competencies		
Capacity for hard work, resilience and stamina	✓	
Excellent communication and interpersonal skills	✓	
Energetic and confident personal presence	✓	
Ability to lead, motivate and enthuse others	✓	
Build and maintain effective relationships with pupils, parents and staff	✓	
Use authority appropriately to maintain discipline	✓	
Think creatively to anticipate and solve problems	✓	
Leadership and Management		
Experience in the leadership and management of improving pupil outcomes	✓	
Possess the gravitas and eloquence to present convincingly to groups of parents, pupils, colleagues and other audiences	✓	
Being comfortable with having a very high profile presence with pupils, staff and parents	✓	
Being able to link policies and strategy to consistent execution	✓	
Experience of leading change at a whole school level	✓	
Ensuring the highest standards of safeguarding are implemented	✓	
Understanding of current educational issues	✓	
Knowledge of Ofsted and SIAMS frameworks	✓	
Experience of performance management of teaching and support staff, including ability to deal effectively with under performance	✓	
Evidence of actively involving staff, parents, governors and community in the life of the school	✓	
Proven ability to analyse data, evaluate performance and plan for improvement	✓	
Understand financial planning and monitoring	✓	
Capable of leading the school in the absence of the Headteacher	✓	



Selection Process

Application	Interview Tasks	Interview
<p>Please make sure your letter of application is a maximum of 2 sides A4, font Tahoma, size 11. It must <u>directly</u> address the following:</p> <ol style="list-style-type: none">1. Why you want to work to be Deputy Headteacher at The Deanery2. What makes you a great teacher and leader3. Your personality and what makes you unique4. What positive impact you could have on our school	<p>Shortlisted candidates may be asked to carry out the following tasks:</p> <ul style="list-style-type: none">• Deliver a lesson• Lead an assembly• Pupil discussion activity• Task relevant to the role• Tour of the school	<p>The interview panel will comprise the Headteacher, senior staff and governors</p>

Please see our website for privacy notices.

We are committed to safeguarding and promoting the welfare of children. We expect all staff to share this commitment. Appointments are made subject to satisfactory references and to an enhanced Disclosure and Barring Service check.

Completed applications should be emailed to:

Mrs Tracy Wogan, Executive Assistant to the Headteacher

E: swogant@deanery.wigan.sch.uk

T: 01942 597501

Key Dates

Wednesday 29th January 2025

Deadline for receipt of applications is 9.00am.

Applications should be emailed to Liz Hayden, Satis Education: admin@satiseducation.co.uk

Friday 31st January 2025

Shortlisting will take place.

Thursday 6th & Friday 7th February 2025

Formal interviews will take place at the school.

If you have not heard from us, please assume that you have not been shortlisted and accept our thanks for your interest and best wishes for your future career.



About Wigan

A rich history

From the first century when the area was conquered by the Romans, through to the present day, Wigan has a vibrant and rich history meaning it is great for history buffs.

Wigan Pier, a wharf on the Leeds and Liverpool canal, was made famous by the writer George Orwell in his book, 'The Road to Wigan Pier.'

After the decline of industrial activities in the region, Wigan Pier's collection of warehouses and wharfs became a local heritage centre and cultural quarter.



Sporting Traditions

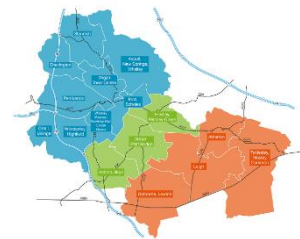
Wigan has a proud tradition of sporting excellence, especially in Rugby League, with Wigan Warriors being one of the most famous and successful sporting clubs in the world.

In football, Wigan Athletic play in the English Football League and won the FA Cup in 2013.

Getting Around

At the heart of the motorway network, Wigan has easy access to the M6, M58 and M61 so there is no better place to live.

The West Coast rail line runs right through Wigan, which makes London and other great cities of the UK accessible within a few hours. We are located only a 10-minute walk away from both train stations. We are also only a 5-minute walk from Wigan's bus station.



We are the town that is kept aglow,
With mintballs made by Uncle Joe,
We are Ben Watson's FA Cup final goal,
We are Casino all-nighters and Northern Soul,
We are Orwell's The Road to Wigan Pier,
We are Coccium when the Romans lived here,
We are notserbad, belting, bob on, oreet,
We are babby's yed, gravy and mushy peas,
We are Thomas Woodcock's Victoria Cross,
We are Davey Boy Smith and Hacker T Dog,
We are Sissay's poems and Isherwood's art,
We are Sir Ian McKellen's acting parts,
We are a Bittersweet Symphony that's life,
We are Challenge Cups and Offiah's tries,
We are the Little Theatre and The Deanery,
We are the Diggers and Gerard Winstanley,
We are The Lathums fighting on,
We are Emily Borthwick when the medal is won,
We are the Battle of Wigan Lane,
We are Mokaev as he steps in the cage,

We are Haigh Hall and the Plantation Gates,
We are the Market, Galleries and Grand Arcade,
We are Mesnes Park and feeding the ducks,
We are rubbing the statue's shoe for luck,
We are the River Douglas flowing through gaily,
We are George Formby and his ukulele,
We are Galloway's pies and De Roma ice cream,
We are the town that always believes.

We are our history:

Our pubs, our mills, our mines,
Our accent, our sport,
our happy times.

We are Wigan.

By The Deanery Bard





Work Hard Be Kind Make a Difference

The Deanery Church of England High School
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01942 768801

enquiries@deanery.wigan.sch.uk
www.deanery.wigan.sch.uk

