



NESTON  
HIGH SCHOOL



Neston High School  
Raby Park Road  
Neston  
Cheshire  
CH64 9NH

0151 336 3902

[www.nestonhigh.com](http://www.nestonhigh.com)

Headteacher: Mr K Simpson

## DEPUTY HEADTEACHER Application Pack



NESTON  
HIGH SCHOOL





### Open letter from Mr K Simpson (Headteacher)

Dear Colleague,

Thank you for showing interest in our school and our community. Below I have outlined some key notes for you. This is in order to help paint the picture that this outstanding opportunity provides and allow you to appreciate the importance of this new role. The successful colleague will join a thriving team and become an integral leader, as we set out on a new adventure for all involved in the life of the school. For further information on the school, a more global understanding can be found from the website at [www.nestonhighschool.com](http://www.nestonhighschool.com).

Neston High School is a large 11-18 rural comprehensive school with 1730 students on roll. We are an oversubscribed school, serving not only our local families, but also students who travel from Chester, Wales, and The Wirral to be a part of our thriving community. In this school every student, every parent and every member of staff really does matter, as this partnership allows the greatest opportunity for all to flourish and grow. This new strategic position will be central to ensuring this philosophy continues, as you will lead on maintaining the highest operational day to day standards, and providing a consistent approach to developing the character and wellbeing of students and staff.

It is a truly exciting time to be joining our school, with our state-of-the art £22 million new build and our recent accolades and successes. Every student is assured of an exciting, stimulating and challenging educational journey here at Neston and already since my own appointment I know all colleagues strive to ensure we provide the best opportunities for all our young people. I have now been in post since January 2019 and I am humbled and excited to be leading this well respected learning organisation. The present School Strategic Vision & Direction document can be found on the school website.

Following a 360° audit, with students, parents and staff, the professional, dedicated and ambitious Board of Trustees are working with myself and other stakeholders to establish a new Vision and Strategic Improvement Plan (2022). This will be in place for Spring 2020 and is built upon creative staffing structures and processes; a new innovative exciting curriculum model and an outward facing philosophy. At its heart the vision enhances the holistic outcomes for each child and family whilst maintaining a strong focus on academic success.



The new Vision 2022 is being built upon four key sections:

- 1) Teaching & Learning (T&L)
- 2) Curriculum, Leadership & Management (CLM)
- 3) Communities & Partnerships (CP)
- 4) Behaviour, Character & Wellbeing (BCWB)

The Senior Leadership Team will have strategic responsibility for each of these areas and will quality assure the progress towards the defined Key Performance Indicators (KPI). These will be finally defined post the holistic data outcomes from the Summer results 2019. The new Deputy Head will have a strategic input in setting these KPIs.

Enclosed is the new Senior Leadership Model explaining the new staffing structure and line management routes. (see Appendix 1)

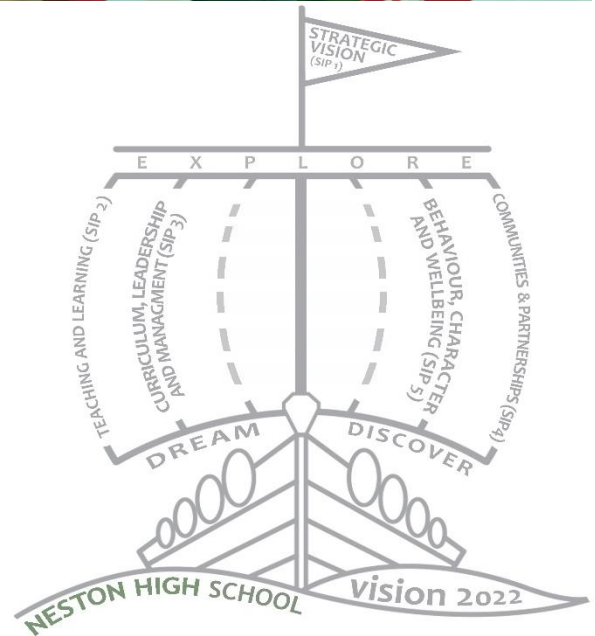
In September 2019 we enhanced our very successful House System by providing greater opportunity for activities and events to occur. To foster this we have implemented our curriculum to build in "Option N (Neston)" where all students and staff focus on developing Character & Wellbeing.

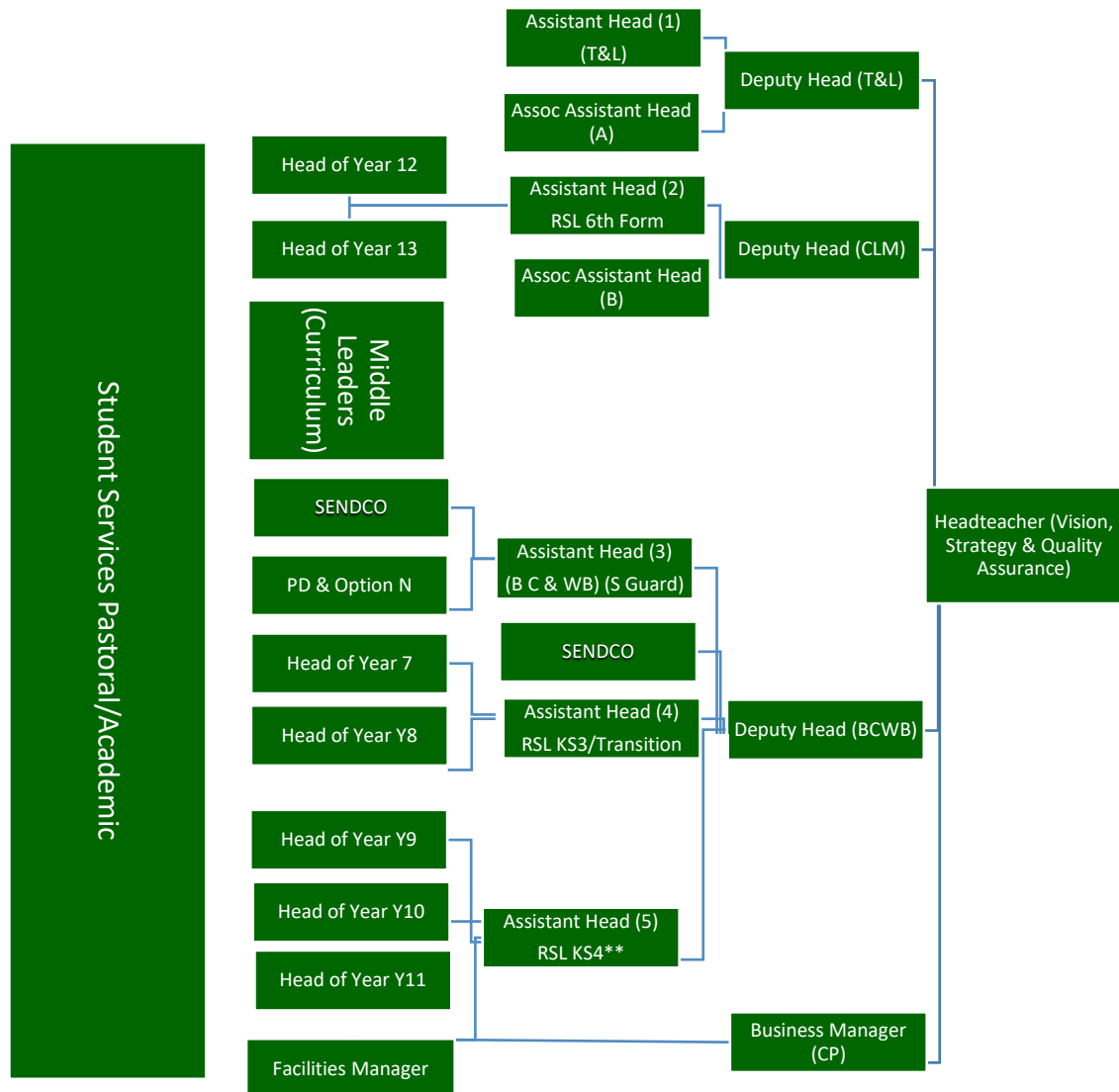
To support day to day standards, plus monitor and track the progress of our young people we have moved to a Head of Year structure, supported by key Assistant Headteachers, based upon: Key Stage 3, Key Stage 4, Key Stage 5 (see Appendix 2)

The new Deputy Headteacher will further develop these structures, in order to allow all of our students and colleagues the opportunities to "throw off the bowlines, sail away from the safe harbour, catch the trade winds in their sails in order to Explore Dream Discover". I hope you are excited by this vision and opportunity! If so we look forward to receiving your application and to you potentially joining the Neston team.

Kindest regards and thank you for considering this position.

K.Simpson





Roles and Responsibilities reviewed on an annual basis.

\*\* To be appointed





***Do you wish to contribute to the next phase of the Neston High School journey towards outstanding?***

***Do you have a passion for outstanding holistic learning?***

***Do you have the ability to innovate and lead on whole school priorities?***

***Do you have an excellent track-record of inspiring students and colleagues to reach beyond their potential?***

***Do you have the drive and vision to lead a team in order to impact on student/staff outcomes?***

***Do you have high aspirations for colleagues and yourself?***

***Do you have a vision for excellence?***

***Do you aspire to be a Headteacher in the next 3 – 5 years?***

If you are excited by your answers to these questions, then you may wish to apply to become a Deputy Headteacher here at Neston High School.

Following the appointment of our new Headteacher (January 2019) we are delighted to have the opportunity to extend our current senior leadership team. The successful colleague will help shape the future vision and direction of the school and community as they will lead on Character and Well Being/Pastoral. On a daily basis they will oversee behaviour, ethos and standards to meet the school ethos.

This is an exciting time for the school as it moves forward developing a strategic vision that, at its heart enhances the holistic outcomes for each child and family whilst maintaining a strong focus on academic success.

As an inspirational leader, you will play an integral part in developing and shaping the new strategic vision in order to raise standards even further.

Colleagues will be required to lead from the front and be dynamic, effective and inspirational at all levels.

We would encourage a visit to our school prior to application. If you wish to arrange this or have further questions please contact Mrs Leadbetter ([leadbetterh@nestonhigh.com](mailto:leadbetterh@nestonhigh.com)) or call 0151 336 3902 ext 320.

Please complete an application form and attach a supporting letter expressing your interest and demonstrating how your experience to date meets the criteria and enhances the future vision. Application form and information pack available from Mrs Helen Leadbetter, PA to Headteacher email: [leadbetterh@nestonhigh.com](mailto:leadbetterh@nestonhigh.com)

**Closing date for applications: 11am Friday 6<sup>th</sup> December**

**Interviews to be held: Monday 16<sup>th</sup> and Tuesday 17<sup>th</sup> December**

Our school community places the highest priority on keeping our children safe. Applicants for all posts will be subject to stringent vetting and induction processes. The holder of these posts will be required to work with children under the age of 18 in a position of trust, and is, therefore exempt from the Rehabilitation of Offenders Act 1974. The successful candidates will be subject to an enhanced Disclosure and Barring Service check.



Criteria	Essential	Desirable	Evidenced From?
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• A degree</li> <li>• A teaching qualification</li> </ul>	<ul style="list-style-type: none"> <li>• A higher qualification in education and/or management</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Substantial and significant experience within an existing leadership team</li> <li>• A record of planning and delivering whole school improvement</li> <li>• A track record of outstanding leadership of inclusion/student service teams</li> <li>• Awareness and application of current best practice and research around Character, Emotional Health and Well Being</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in an 11-19 school</li> <li>• Experience in at least one comprehensive school</li> <li>• Experience in overseeing strategies to support behaviour/attendance/vulnerable students</li> <li>• Experience and understanding of current SEND Code of Practice and its application</li> <li>• Experience of managing and overseeing matters regarding Safeguarding</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> </ul>
<b>Abilities and Skills</b>	<ul style="list-style-type: none"> <li>• To enhance the current school vision and ethos</li> <li>• To lever change, leading to impact on holistic learning outcomes for students</li> <li>• To lead and motivate teams</li> <li>• To provide appropriate support and challenge to colleagues</li> <li>• To take and act upon initiative</li> <li>• To have a strong presence and maintain a high profile</li> <li>• To safeguard and promote child safety and welfare</li> </ul>		<ul style="list-style-type: none"> <li>• Letter of application</li> <li>• Selection process</li> <li>• References</li> </ul>

	<ul style="list-style-type: none"> <li>• To work with a variety of partners</li> <li>• To prioritise and complete tasks</li> <li>• Effective communication and listening</li> <li>• A creative approach to problem solving</li> <li>• Strong interpersonal skills</li> <li>• Efficient resource management</li> <li>• Sense of perspective and sense of humour</li> </ul>		
<b>Qualities</b>	<ul style="list-style-type: none"> <li>• Clear commitment to achieving the best for all members of the school community</li> <li>• Belief in inclusion, achievement and aspiration</li> <li>• Strong sense of community and its relation to whole school standards and outcomes</li> <li>• Outward facing and solution focussed</li> <li>• Strong sense of justice and mutual respect</li> <li>• A dynamic approach</li> </ul>		<ul style="list-style-type: none"> <li>• Letter of application</li> <li>• Selection process</li> <li>• references</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Current educational thinking and initiatives</li> <li>• Effective teaching and learning strategies</li> <li>• Principles of school improvement through self evaluation</li> <li>• Personalisation of learning</li> <li>• School performance data</li> </ul>		<ul style="list-style-type: none"> <li>• Letter of application</li> <li>• Selection process</li> </ul>





## **A. General Responsibilities**

1. Undertake a leadership role in several specific areas of responsibility, each of which promotes the interests and the further development of the school and community.
2. Share with the SLT responsibility for quality assurance and control in teaching, learning and leadership and management.
3. Share with SLT responsibility for the overall management and leadership of the school so that administration processes maintain and support the objectives of the school.
4. Fulfil a reasonable teaching commitment.
5. Supervise students during non-contact time to ensure that the overall organisation and standards of the school are maintained.
6. Deal effectively with pastoral and welfare referrals for all members of the school community so as to maintain discipline and create a positive and caring ethos.
7. Delegate and support management roles to the appropriate level to encourage staff development and effective management.
8. Promote a positive image of the school, assist in management and organisation of school functions to ensure that Neston's high regard and reputation is maintained and enhanced.

## **Notes**

1. The above responsibilities are subject to the general duties and responsibilities contained in the School Teachers' Pay and Conditions Document.
2. The job description allocated duties and responsibilities does not direct the particular amount of time to be spent on carrying them out and no part of it shall be so construed. In allocating time to the performance of duties and responsibilities, the post holder must use Directed Time in accordance with the school's published time budget policy and have regard to Clause 38 of the School Teachers' Pay and Conditions Document.
3. This job description is not necessarily a comprehensive definition of the post. It will be reviewed regularly and it may be subject to modification or amendment at any time after consultation with the holder of the post.

## **B. Main Specific Areas of Responsibility**

### **1. (SIP 5) Behaviour, Character & Wellbeing.**

To ensure that Behaviour, Character and Wellbeing at Neston High School:

- supports the raising of standards and improves learning outcomes for all stakeholders
- secures appropriate holistic progress for each student
- gives every student a sense of achievement based on the principles of a Growth Mindset
- is enjoyable, exciting, creative and consistent in its application
- deepens and extends teacher and student understanding of 'Pivotal' behaviour strategies
- is informed by cutting edge practice and the best of research into pedagogy
- is characterised as an integrated strength of the schools culture
- effectively supports the Safe Guarding of all members of the school community
- is inclusive
- meets individual needs, inc: SEND and identified vulnerable or at risk student groups
- meets the ever changing needs of all staff – in order to provide high quality staff welfare
- is inclusive and values/champions individual holistic student differences as appropriate

- builds upon the experience students bring with them through the different transition points
- is informed by high quality strategic planning
- is well prepared and resourced
- develops transferable learning skills and attitudes
- utilises ICT and state of the art learning processes to connect with the future world of work
- provides a quality experience within a quality environment
- offers opportunities for extended learning, with a key focus on maintaining and enhancing our Gold standard for Learning Outside the Classroom (LoTC)
- occurs in a safe and secure environment which is conducive to high quality learning and teaching, whilst allowing appropriate stretch and challenge
- is well led, managed and monitored by leaders at all levels

## **2. School Improvement through Self Evaluation (SISE)**

To ensure that SISE at Neston High School:-

- raises standards and improves learning outcomes
- maximises potential in every lesson and in every aspect of the curriculum
- develops a culture of critical reflective practice and a continuous striving for improvement
- celebrates success
- challenges underperformance and mediocrity
- consistently makes the good even better
- is embedded and routine
- underpins the accountability of all staff
- supports and challenges staff
- contributes to whole school vision and direction
- feeds into whole school development planning
- promotes the use of all data systems to triangulate performance overtime
- promotes confidence in the process of observation, review and development
- recognises the individual skills and aptitudes of ALL members of the school community
- promotes professional dialogue
- contributes to a programme of staff development to meet student needs, school needs and individual staff needs.

## **3. Staff Development**

To ensure that staff development at Neston High School:-

- raises standards and improves learning outcomes
- benefits students, staff, the school and the community
- is based on critical reflective practice
- enhances staff skills, abilities and opportunities
- increases ownership of the school vision and direction
- supports career progression
- develops and widens staff repertoire of strategies for learning and classroom management
- offers opportunities for action research
- supports student targets, Performance Management objectives and school improvement strategies
- encourages staff to feel professionally challenged and self-fulfilled
- maximises staff potential
- encourages staff to take initiative and to deliver as well as receive training
- is well managed and distributed fairly
- is cost effective and gives value for money.