

Deputy Headteacher

Candidate Information Pack

Welcome from the Chair of the Governing Body

Thank you for your interest in the post of Deputy Headteacher of Kingsmeadow School. Governors are looking for a worthy successor to our excellent Deputy Headteacher who has been appointed as Headteacher from September 2024.

I hope this pack will excite your interest in a school which lives and breathes its vision of '**Inspiring Minds, Opening Hearts** and **Transforming Lives**' and the strapline 'We are a community school, with an unrelenting focus on raising aspirations for all'. Our core values of Respect, Resilience and Integrity inform everything that we do. Governors are looking for candidates who will carry our vision forward, putting aspiration at the forefront while maintaining our strong focus on inclusion.

Aspiration and inclusion are key driving themes for a school whose local community is diverse and includes significant disadvantage. We see how these themes are successfully manifested in KS4 outcomes which continue to improve, comparing well with similar schools, and by the high percentage of Ebac students. We are particularly proud of the narrowing PP/non-PP gap, which is now better than national average. We maintain a strong pastoral team which supports very close links between behaviour and achievement.

Kingsmeadow is a maintained school by choice and works well with the Local Education Authority. Our healthy budget is a result of

the significant growth in student numbers during the past few years.

Governors are active in providing strong support to the school and its senior leadership. We have watched the development and successful implementation of the Character Curriculum and of a comprehensive programme of CPD for staff. We continue to be enthusiastic about Project Based Learning in KS3 and how this instils skills for learning which stand the students in good stead as they move through the school.

Kingsmeadow is now established as a good school which is first choice for many local young people and their families. We hope it may be your first choice for an application for Deputy Headship.

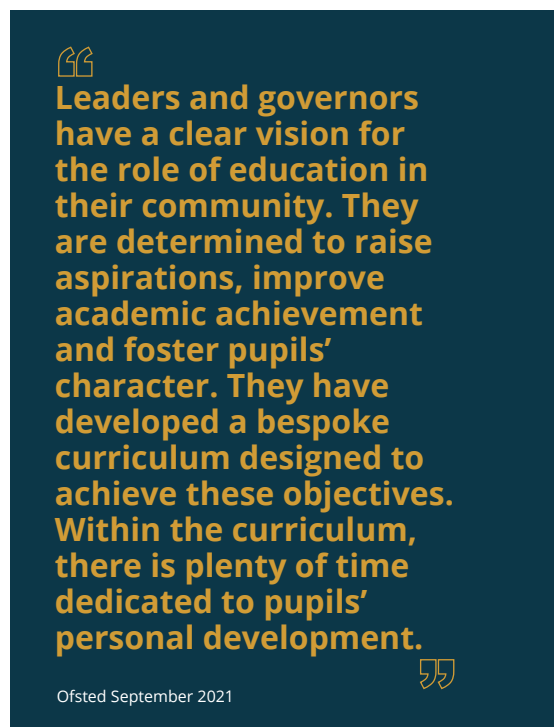
This pack contains information about the school, about the post and about the selection process. I look forward to receiving your application.

With kind regards

Sarah Diggle
Chair of Governors
Kingsmeadow School



“The school is good I like the people.”



“Leaders and governors have a clear vision for the role of education in their community. They are determined to raise aspirations, improve academic achievement and foster pupils' character. They have developed a bespoke curriculum designed to achieve these objectives. Within the curriculum, there is plenty of time dedicated to pupils' personal development.”

Ofsted September 2021



“I think this school suits my education and I love it.”

Key Information

Role:

Deputy Headteacher

Salary:

L19 – L23 (£73,509 - £81,070)

Tours of the School:

Monday 11 March

Wednesday 13 March

Thursday 14 March

Closing date:

Wednesday 27 March 2024, Midnight

Shortlisting:

Thursday 28 March 2024

Interviews:

Wednesday 17 April 2024 and

Thursday 18 April 2024

How to apply

If you wish to be considered for this vacancy you should complete an application form, giving the names and addresses of two referees (references will be taken-up prior to interview) and submit a concise letter of application of no longer than two pages. This must be word-processed and should include the following information:

- How your experience to date makes you an ideal candidate for this post.
- Key evidence that demonstrates impact at a whole school level.
- The particular strengths and expertise you could bring to Kingsmeadow to ensure that the school continues to thrive.

The application form and safeguarding documentation, which also must be completed can be found on the school's website under Staff Vacancies.

Candidates are kindly requested not to submit a CV instead of the application form. Additional sheets may be attached to the back of the application form if there is insufficient space.

Completed applications should be emailed to Mrs M Lane; Office Manager at mlane@kingsmeadow.org.uk and should arrive no later than midnight on **Wednesday 27 March 2024**.

Visits to the school to meet the Headteacher Designate are warmly welcomed and we have scheduled four dates for this reason:

- Monday 11 March 2024 (from 2:00pm)
- Wednesday 13 March 2024 (morning)
- Thursday 14 March 2024 (all day)

To book an appointment on one for the selected dates, please email mlane@kingsmeadow.org.uk.

Interviews will take place on **Wednesday 17 April and Thursday 18 April 2024**. If you have not heard from us by close of day on Thursday 28 March 2024, regretfully you must assume that your application has been unsuccessful on this occasion, in which case the Governors would like to thank you for your time and your interest in the school.

We welcome applications regardless of age, gender, ethnicity or religion. We are also committed to safeguarding and promoting the welfare of students and appointments are made subject to enhanced DBS disclosure.



Welcome from the Headteacher Designate

Kingsmeadow School is a Community School, at the centre of the community, working together to increase aspiration and improve opportunity for the young people of that community.

Any welcome that I give here in writing can not do justice to the welcoming atmosphere that is felt on entering Kingsmeadow School. We are a community school in every sense of the word. At Kingsmeadow you will find a dedicated and caring staff body working with students who have a real desire to work hard and succeed.

At the heart of Kingsmeadow School lies a highly aspirational, academic curriculum of which we are fiercely proud. All students have the opportunity to access the EBACC and around 90% do so. Our sixth form offer is made up of exclusively level 3 courses. We do not limit our expectations of our students and, in doing so, we find that they strive to step up and meet those expectations. Aspiration is the key to success.

We applied for and were granted our own sixth form provision in 2020, having delivered sixth form learning for over ten years prior to that as a satellite for other providers. We are due to have a new block built onto the school by November 2024. This will house a common room, cafeteria, quiet working space and breakout room for our expanding sixth form. The block will also contain a four classroom suite which will allow for a small increase in PAN and additional flexibility for rooming.

The students who attend Kingsmeadow School come from an increasingly diverse community, including some very challenging backgrounds. Using our core values of Integrity, Resilience and Respect, we seek to equip our students with the skills they need to be successful citizens who contribute positively to society, whilst giving them the academic profile they need to be able to open up doors of opportunity in their future. Our strong academic curriculum is supported by a generous Character Curriculum which runs through years 7 to 13. This is delivered through our daily Thrive sessions, which account for two

hours of curriculum time per week. These sessions incorporate much of the PSHE, RSE, SMSC and British Values education, as well as our own Character Curriculum. This was all highly commended in our September 2021 Ofsted visit and has moved from strength to strength since then.

As a Google Reference school we use the Google suite across the school. Teachers and students are well versed in using Google Classroom for classwork and homework. Students have good access to technology, with over 400 Chromebooks plus desktops available in school.

I am excited to be leading Kingsmeadow School from September 2024. I will be building on the work that has already been done in improving the school. Moving forward, we have a number of areas for development which we will be addressing, including: working more closely with home and the community; tackling inherently low-levels of literacy; further building resilience through aspiration. I am looking to appoint the right person who can work with me and the senior leadership team in making the improvements that the students and community of Kingsmeadow School deserves.

If you would like to know more about the school or role please do not hesitate to contact Michelle Lane, the office manager, at mlane@kingsmeadow.org.uk. We also have a number of dates and times available for you to come into school in order to meet me and enjoy a school tour.

Mark Barrett
Headteacher Designate

School Snapshot

Kingsmeadow Community Comprehensive School is an 11 to 18 Local Authority maintained secondary comprehensive school with a PAN of 900 and a plan for a Sixth Form of 120 students. It serves urban communities of western and central Gateshead and parts of the adjacent suburbs. While some pupils come from relatively affluent backgrounds, 43% are Pupil Premium and 44% are FSM. According to the last IDACI survey, 80% of the catchment the school serves are in the highest deprivation category. Currently, about 14% of students are on the register of special educational needs. 23 pupils have EHCPs, mostly for a range of emotional and behavioural difficulties. The vast majority of pupils are white. We have been part of the Warm Welcome refugee scheme and have welcomed over 100 students in the last 18 months, though these have not all remained, and have often been moved on by the Home Office at short notice.

Kingsmeadow Community Comprehensive School has expanded rapidly over the last 6 years and will be at PAN from September 2024. There is extensive residential building planned for the surrounding area that will continue to raise demand for places into the future. The school became an 11-18 school with its own Sixth Form provision in 2020, having acted as a satellite site before then for over 10 years. Plans are in place for a purpose built Sixth Form block which is due for completion by September 2024. This will house a common room area, quiet working space as well as a bookable breakout room. The block will also contain a four classroom suite, currently planned for the MFL team.

The school is organised into two parallel communities in each year group. The communities in Kings House and Meadow House are carefully grouped ensuring that there is parity both academically and pastorally and each house is then academically setted accordingly. These smaller communities within the overall Kingsmeadow Community enable staff and students to work more closely together and afford more opportunities for support in each House.

The Senior Leadership Team

The senior leadership team currently consists of the headteacher, deputy headteacher, business manager, four permanent assistant headteachers and one temporary assistant headteacher. There will be changes to this structure, partly depending on the skills and experience of the person appointed to this role.



The school has a well-developed culture of safeguarding. Safeguarding leaders are experienced. Pupils have great faith and trust in the pastoral team. Bullying and derogatory language rarely happen. Pupils know who to go to if they have any concerns.

Ofsted September 2021



My child has Autism & struggles with school & managing his own frustration/anger. The staff at Kingsmeadow especially the Send team do everything they can to support him. I appreciate Kingsmeadow school immensely.

Parent



Deputy Headteacher Job Profile

The duties required of all teachers under Pay and Conditions of Service legislation are a necessary part of this job description. This is not necessarily a comprehensive definition of the post and may be subject to modification or amendment after consultation with the post holder.

Core Purpose

The Deputy Headteacher will, along with the Headteacher, be responsible and accountable for the successful development and sustainability of Kingsmeadow Community School. The Deputy Headteacher will, under the direction of the Headteacher, take a leading role in:

- Formulating the aims and objectives of the school
- Strategic planning for ongoing school improvement within a self-improving school system
- Establishing and embedding protocols, policies and practices
- Whole-school quality assurance
- Management of staff and resources
- Monitoring of progress towards the achievement of the school's aims and objectives

Qualities

The Deputy Headteacher will:

- Uphold public and staff trust in school leadership and maintain high standards of communication, ethics, behaviour and professional conduct
- Build positive and respectful relationships across the school community
- Serve in the best interests of the students of Kingsmeadow Community School

Duties and Responsibilities

The duties listed are illustrative of the general nature and level of responsibility of the role. This is not an exhaustive list of all the tasks that the deputy headteacher will carry out. Duties and responsibilities will be adapted to suit the needs of the headteacher and of the school, as well as the skills and experience of the postholder.

- Contribute to strategic planning in order to meet the school's vision
- Share collective responsibility for whole-school decisions
- Promote the school's ethos
- Act as a role model for all members of the school community
- Actively participate in events and activities aimed at promoting the school in the community
- Communicate effectively with governors, parents and outside agencies
- Support the headteacher, deputising when necessary

Qualities and Knowledge

The Deputy Headteacher will:

- Hold and articulate clear values and moral purpose, focused on providing a world-class education for the students they serve.
- Demonstrate optimistic personal behaviour, positive relationships and attitudes towards students, staff, parents, governors, outside agencies and members of the local community.
- Lead by example, upholding the Kingsmeadow core values of integrity, resilience and respect
- Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development
- Work with political and financial astuteness, within a clear set of principles centred on the school's vision
- Communicate compellingly and drive strategic leadership, empowering all pupils and staff to excel.

Deputy Headteacher Job Profile (continued)

Pupils and Staff

The Deputy Headteacher will:

- Demand ambitious standards for all students, overcoming disadvantage and advancing equality and inclusion
- Actively promote student and staff wellbeing, ensuring an atmosphere where all members of the school community feel valued and supported
- Instil a strong sense of accountability in staff for the impact of their work on students' outcomes
- Secure excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design
- Support an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other
- Support the school's culture of identifying and developing leadership skills and emerging talents
- Hold staff to account for their professional conduct and practice

Systems and Processes

The Deputy Headteacher will:

- Ensure that the school's systems, organisation and processes are efficient and fit for purpose, upholding the principles of transparency, integrity and probity
- Provide a safe, calm and well-ordered environment for all students and staff, focused on safeguarding
- Develop exemplary behaviour of students and staff in school and in the wider society.
- Ensure rigorous, fair and transparent systems for managing the performance of staff, addressing any under-performance, supporting staff to improve and valuing excellent practice.
- Actively support the governing board, ensuring that it has the relevant information to be able to fulfil its role effectively
- Exercise strategic, curriculum-led financial planning to ensure the equitable deployment of budgets and resources, in the best interests of students' achievements and the school's sustainability

The Self-Improving School System

The Deputy Headteacher will:

- Work with other organisations to champion best practice and secure excellent achievements for all students
- Develop effective relationships with fellow professionals and colleagues in other public services
- Shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff.
- Model entrepreneurial and innovative approaches to school improvement and leadership
- Inspire and influence others - within and beyond schools - to believe in the fundamental importance of education in young people's lives and to promote the value of education.

Deputy Headteacher Person Specification

Qualifications and Training

Degree or equivalent	Essential	AF
Qualified Teacher Status	Essential	AF
NPQML, NPQSL or equivalent	Desirable	AF
Evidence of continuing professional development	Desirable	AF

Professional Experience

Leadership experience at secondary level	Essential	AF & Ref
Experience of successful management of change, including monitoring effectiveness	Essential	AF & SP
Outstanding teacher of 11-18 range	Desirable	AF, SP & Ref
Experience of partnership working	Desirable	AF, SP & Ref

Skills, Knowledge and Attributes

Well organised	Essential	AF, SP & Ref
Ability to communicate effectively with and motivate staff	Essential	AF & SP
Experience of leading whole-school change	Essential	AF, SP & Ref
A proven track record of positive communication with parents and carers	Essential	AF & SP
Excellent classroom practitioner	Essential	AF, SP & Ref
Effective use of whole-school data to evaluate student performance	Essential	AF & SP
Experience of strategic planning and self-evaluation	Essential	AF & SP
Familiarity with school accountability frameworks, particularly Ofsted	Essential	AF & SP

Personal Qualities

Enthusiasm, drive and love for the job	Essential	SP & Ref
Ability to work effectively in a senior leadership team, adopting and communicating decisions positively even when they are not your own	Essential	SP & Ref
Passion for ensuring all aspects of school life promote integrity, resilience and respect	Essential	SP & Ref
Able to lead through personal example as well as through leadership systems	Essential	SP & Ref
Clear vision and innovative approach	Essential	SP & Ref
Excellent communication skills	Essential	SP & Ref
Ability to organise, plan and prioritise time effectively	Essential	SP & Ref
Ability to act decisively	Essential	SP & Ref
Excellent attendance and punctuality	Essential	Ref

AF – Application Form

SP – Selection Process

Ref – Reference



Inspiring Minds, Opening Hearts, Transforming Lives



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