



Deputy Headteacher - Pastoral & Designated Safeguarding Lead

Permanent

1.0FTE

Leadership Pay Scale 19-23 (£77,552 - £85,529 FTE)

QEGSMAT are seeking to appoint an enthusiastic Deputy Headteacher to join our hardworking and high achieving team at Queen Elizabeth's Grammar School.

This is a fantastic and rare opportunity to join our school and our Trust as Deputy Headteacher (Pastoral). The school was judged as 'Good' by Ofsted in February 2024 and our ambitions go well beyond a simple one-word judgement. Working alongside the Headteacher and another Deputy Headteacher (Curriculum), you will have an instrumental role to play in the strategic direction of the school. You will be a visible, proactive leader, with a proven track record of setting and maintaining high standards across the board. You will be an experienced leader who has a passion for student wellbeing, student personal development, student safeguarding and high quality staff development.

Nestled in the picturesque Derbyshire Dales in the idyllic town of Ashbourne, Queen Elizabeth's Grammar School is an academic and vibrant rural comprehensive school with a very successful Sixth Form.

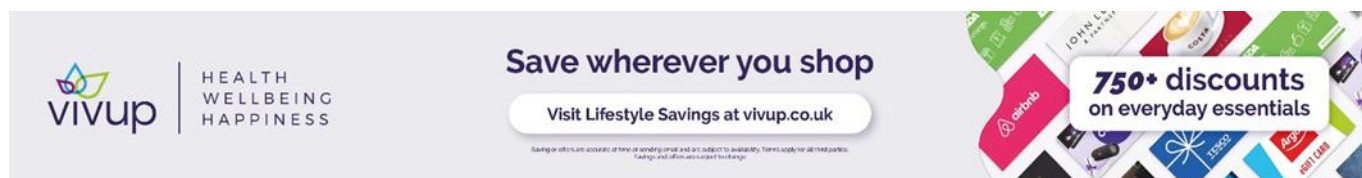
Queen Elizabeth's Grammar School is a proud member of QEGSMAT. The Trust's values are for students to 'Question, Explore; Give; and Succeed'. Our exceptional staff, strong leadership, motivated children, as well as excellent facilities, provide the successful formula for this.

At QEGSMAT we believe and promote that exceptional workforce creates exceptional results; they transform lives and transform futures. We support every pupil to achieve their full potential and become a confident, resilient, and compassionate individual who can make a positive contribution to society.

Why work for us?

- At QEGSMAT, we value the hard work and dedication of our team members, and as such we believe that progression should be a simple process. That's why we are proud to offer an Automatic Pay Review program, rather than the traditional annual pay and performance review, as part of our comprehensive benefits package.
- Continual access to CPD opportunities. QEGSMAT works with a large number of organisations to develop staff to fulfil their aspirations and potential. We are committed to providing first-rate training and development to all our staff within this evolving Trust.
- We are committed to promoting equality, challenging discrimination, and developing community cohesion. We welcome applications from all sections of the community.
- QEGSMAT is a recognised Disability Confident employer.

- All staff have access to our Employee Assistance Programme which provides confidential, independent and unbiased information and guidance 24/7. This can also include bespoke counselling sessions for staff if needed.
- All roles are subject to nationally agreed terms and conditions of service.
- Access to the Teacher Pension Scheme with employer contributions of 28.68%.
- Family-friendly policies.
- Access to Flu Vaccines.
- Opportunity to work flexibly.
- Access to 750+ discounts on everyday essentials via our benefit package with Vivup



QEGSMAT is also committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. It is a criminal offence to engage or seek to engage in regulated activity or regulated work with children, if you appear on the DBS barred list. All appointments are subject to an Enhanced DBS check and be eligible to work in the UK.

Further information about our commitment to Safeguarding can be found - <https://www.qegsmat.com/documents/safeguarding>

Please be aware, the Trust may also consider performing an online presence check as part of their pre-employment checks.

This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore applicants are required to declare any cautions, convictions, reprimands and final warnings that are not protected (i.e. that are not filtered out) as defined by the rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013 and 2020).

If you are interested and wish to have an informal conversation to discuss the role or would like to visit the school, we would be happy to arrange this. Please call Sarah Smit 01335 343685. Further details about our school can be found on our website: <https://www.queenelizabeths.derbyshire.sch.uk/>

To apply for this position, please visit <https://qegsmat.face-ed.co.uk/vacancies>

Closing date for applications: 31st January 2025 at 9am
Interview date: 6th & 7th February 2025
Salary: Leadership Pay Scale 19-23 (£77,552 - £85,529 FTE)
Potential Start date: TBC



QEGSMAT
MULTI ACADEMY TRUST

JOB DESCRIPTION

Post Title: Deputy Headteacher Pastoral and Designated Safeguarding Lead

Reporting to: HEADTEACHER

Responsible for: Pastoral Care and Safeguarding

Scale: Leadership Pay Scale 19-23 (£77,552 - £85,529 FTE)

Disclosure Level: Child Workforce - Enhanced, Childs Barred list

PURPOSE OF THE POST:

Purpose:

- Develop, alongside other leaders, the values and ethos of QEGSMAT and the school's long term strategic planning and school improvement priorities.
- Help create and have a strong commitment to a clear vision for an effective school.
- Lead and implement all aspects of the strategic development and operational running of Queen Elizabeth's Grammar School alongside the Headteacher.
- Lead, develop and implement strategies to ensure every student is safe and can meet QEGS expectations, supporting and contributing to the development of high standards of personal development, behaviour and welfare including promoting high levels of safety and safeguarding.
- Act as the Designated Safeguarding Lead, with appropriate training.
- Strategically lead and promote high attendance for all students, ensuring that key staff communicate, action and record interventions.
- Provide a consistent team approach to attendance, behaviour, rewards and support the promotion of a positive and aspirational culture.
- Model effective external relationships with the local and wider community and other stakeholders.
- Deputise for the Headteacher as required.
- Represent Queen Elizabeth's Grammar School as required in the wider community.

Main Duties:

- Work with the Headteacher, to ensure the school provides outstanding curriculum and pastoral provision, with Quality Assurance systems fully in place to monitor CPD and drive school improvement.
- Strategically lead the production of timetables to meet the curriculum needs as required.
- Lead on training and oversee the CPD & Appraisal processes including INSET provision.
- Provide the Senior Leadership Team, Directors of Education, Executive Board, Local Governors, and Trustees with regular analysis, as required (performance, attendance, behaviour, rewards and safeguarding information and associated data).

- Provide effective line management of staff according to Trust policy ensuring staff and teams are supported and accountable.
- Manage performance, as required.
- Act as Senior Leadership Team link for one or more areas of the school.
- Contribute to the whole school evaluation form ensuring it is concise, accurate and evaluative and supports school improvement.
- Support the Headteacher on the recruitment, selection, appointment, motivation, and retention of staff.
- Actively participate in all leadership and management meetings.
- Share responsibility for senior leadership and management for the school, ensuring continual improvement and higher quality and standards.
- Drive and support the ethos of high expectations for staff and students to further improve outcomes and performance as part of the school commitment to inclusion and achievement for all.
- Support and contribute to the raising of standards in teaching, learning and assessment in line with QEGSMAT expectations and the QEGS classroom.
- Establish and sustain high-quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how students learn.
- Ensure teaching is underpinned by high levels of subject expertise and approaches which respect the distinct nature of subject disciplines or specialist domains.
- Ensure effective use is made of formative assessment.
- Establish and sustain high expectations of behaviour for all students, built upon relationships, rules and routines, which are understood clearly by all.
- Ensure the school holds ambitious expectations for all students with additional and special educational needs and disabilities.
- Establish and sustain a culture where practices enable all students to fully access the whole curriculum (including the wider curriculum offer) and learn effectively.
- Ensure that communication/consultation between the leadership team and staff is clear on all matters related to school improvement and performance, including the website, e-reporting, SEF, AIP, Safeguarding and Pupil Premium.
- Demand ambitious standards for all students, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on students' outcomes.
- Lead school assemblies and gatherings and events as necessary.
- Undertake an appropriate programme of teaching in accordance with the duties of a Main Scale Teacher.

METHODS OF WORKING - The post holder must:

- Maintain confidentiality and observe data protection and associated guidelines where appropriate.
- Maintain an awareness of Safeguarding Children and Child Protection
- Understand and comply with the Trust's Health and Safety Policy in the performance of their duties and responsibilities.
- Carry out the duties of the post in compliance with the academy's Equal Opportunities Policy
- Understand and comply with all other relevant academy policies.
- Take an active part in appraising their own work against agreed priorities, targets, professional development and supervision arrangements.
- Undertake any necessary training associated with the duties of the post.
- Carry out any other reasonable duties and responsibilities within the overall function, commensurate with the grading and level of responsibilities of the post.



Person Specification - Deputy Headteacher Pastoral & Designated Safeguarding Lead

Criteria	Essential	Desirable	Evidence
Academic qualifications and professional development	<ul style="list-style-type: none"> • Honors degree • QTS Status • Teaching experience in more than one school with a strong track record of success in teaching and learning. • Evidence of continuing professional development including educational school leadership and management. 	<ul style="list-style-type: none"> • Master's Level Qualification • NPQH • Level 3 DSL Trained • Safer Recruitment Trained 	<p>Application form</p> <p>Documentary evidence</p>
Quality of Education	<ul style="list-style-type: none"> • An effective teacher with a strong record of 'high progress' outcomes. • Ability to teach across the full 11-18 age range. • The ability to use data to evaluate performance and take effective action on the basis of this data. • Excellent communication and organisation skills. • Experience of leading a teaching and learning initiative with significant impact for pupils. 	<ul style="list-style-type: none"> • Leading/ delivering teaching, learning and assessment CPD. 	<p>Application form</p> <p>Interview</p> <p>References</p>
Outcomes for pupils	<ul style="list-style-type: none"> • Confident and proficient use of performance data to raise standards for pupils. • Experience of raising standards for pupils eligible for Pupil Premium and/or with low levels of literacy including EAL. 	<ul style="list-style-type: none"> • Understanding of Post-16 qualifications 	<p>Application form</p> <p>Interview</p> <p>References</p>

Leadership and Management	A person who: <ul style="list-style-type: none"> • Is an innovative and forward-thinking strategist • Has a capacity to inspire through leadership, energy and vision • Has an ability to relate well to the whole community • Has demonstrated leadership through example and has a solution focused approach • Has a genuine commitment to equal opportunities and inclusion • Reacts positively to challenges, seeing them as opportunities rather than barriers • Is committed to leading and building teams and collaborative working • Is able to lead strategically to inform school evaluation and improvement 	<ul style="list-style-type: none"> • Understanding of coaching approaches 	Application form Interview References
Personal Development, Behaviour and Attitudes	<ul style="list-style-type: none"> • Ability to support pastoral teams working with vulnerable and complex pupils • Clear commitment and effective practice to safeguarding • Experience in leading and promoting personal development and enrichment (co-curricular) opportunities • A commitment to ensuring high standards of behaviour and • attendance across the school, building an outstanding culture 	<ul style="list-style-type: none"> • Experience of managing safeguarding 	Application form Interview References
Professional Experience	<ul style="list-style-type: none"> • At least 2 years of successful senior leadership experience which has included: • Successful leadership at Assistant Headteacher/ Deputy • Headteacher level or above 	<ul style="list-style-type: none"> • Understanding and experiences of practice • which promotes ambitious expectations for SEND learners 	Application form Interview References

	<ul style="list-style-type: none"> • Helping to shape and implement the teaching and learning vision of a school • Helping to shape and implement highly effective pastoral systems • Line management of staff 		
Personal Qualities, Skills and Attributes	<ul style="list-style-type: none"> • A commitment to care, inclusion, • equality and diversity • Self-confidence, personal impact and presence • Eager to acquire further skills and career enhancement • Able to retain a sense of perspective • High levels of emotional intelligence • The ability to hold difficult conversations with empathy and respect • Confident and proficient ability to analyse, interpret and make inferences using a wide range of performance data • Calm, positive and optimistic whilst under pressure • Ability to instil trust and confidence in pupils, their families and staff • Strong communication (literacy and oracy) and numeracy skills • Active team member • Able to manage time and prioritise effectively • Patience, reflectiveness and curiosity 		Application form Interview References