



RHODES AVENUE
PRIMARY SCHOOL

Deputy Headteacher Application Pack





RHODES AVENUE PRIMARY SCHOOL

Rhodes Avenue, Wood Green, London N22 7UT

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Headteacher: Maria Panayiotou-Argyrou

Dear applicant,

Thank you for taking an interest in our advertisement for the post of Deputy Headteacher at Rhodes Avenue Primary School. It is due to my promotion to Headteacher that we are currently recruiting to fill this position. We are looking for an enthusiastic, collegiate professional leader who will support me, as Headteacher, in driving our vision to ensure the highest quality education and experience for all of our children, so that they can fulfil their full potential. Using our values of cooperation, community, creativity and consideration, our aim at Rhodes Avenue is for all of our children to know who they are, respect others for who they are and to never stop learning.

Rhodes Avenue serves part of Wood Green, close to Alexandra Palace and Muswell Hill, within the London Borough of Haringey. The school is near to a wide range of amenities and excellent transport links to Central London and to outlying areas. The school has two nurseries and is three form entry from Reception to Year 6. The school's last OFSTED inspection was in September 2021 and the school was graded as Outstanding. The school has an excellent local reputation and is popular and over-subscribed.

Rhodes Avenue is a special place to work. You would be leading a staff who are committed, collegiate and supportive of one another. We have supportive parents and a local community who want the school to succeed. Most importantly, our children want to learn and take part in all aspects of school life. We set high expectations for behaviour and are proud of our Ourselves and Others curriculum. Our school is a place where everyone is welcomed with open arms and we are looking for a Deputy Headteacher who shares this ethos.

I would love for you to visit our school; please contact Joanne Tillson, our School Business Manager, to arrange a visit joanne.tillson@rhodesavenue.org.uk so that I can show you what makes Rhodes Avenue a very special place.

The closing date for applications is 9am on Friday 1st March 2024.

I look forward to receiving your application.

Yours sincerely,

Maria Panayiotou-Argyrou
Headteacher



Job Advertisement

Post: Deputy Headteacher

Contract: Permanent- full time

Start date: 1st September 2024

Leadership Scale L17-21 £78,869- £85,267 (Inner London Pay)

An exciting opportunity has arisen to appoint a new Deputy Headteacher to work alongside the Headteacher to lead our very special school where children are at the heart of all we do.

The successful candidate will have overall responsibility for leading Teaching and Learning as well as other identified areas of responsibility.

We are seeking someone who:

- Is an outstanding classroom practitioner.
- Has high expectations for our whole community.
- Is an exceptional, committed and inspiring person with a proven record in educational leadership.
- Is a collegiate colleague who will share and jointly drive our ambition and strategic vision.
- Has energy and enthusiasm and who will challenge and empower all members of the school.
- Is a champion committed to being actively anti-racist in all aspects of our life.

Rhodes Avenue will offer you:

- Enthusiastic and well-behaved pupils who want to learn and take part in all aspects of school life.
- Experienced and dedicated staff who are committed to providing the best possible education for the pupils.
- Supportive parents and a local community who want the school to succeed.
- A supportive and experienced governing body.
- Access to support from Haringey Education Partnership who provide a wide range of support for local schools.

Visits to the school are encouraged and strongly recommended to see staff and students at work. Please email Joanne Tillson - School Business Manager (joanne.tillson@rhodesavenue.org.uk) to book your visit. Visits will be led by the Headteacher.

Closing dates for applications: Friday 1st March 2024 at 9am. Completed applications – we cannot accept CV's should be returned by email to Joanne Tillson - School Business Manager (joanne.tillson@rhodesavenue.org.uk).

Shortlisted candidates will be notified on Tuesday 5th March 2024.

Interviews will take place on Tuesday 19th March 2024. It is essential that shortlisted candidates inform their referees of this date.

Rhodes Avenue is committed to the Two Ticks Scheme in relation to candidates with disabilities.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. A DBS check at enhanced level will be required. To ensure we meet our Safeguarding responsibilities as outlined in KCSIE 2023, we will perform basic online checks for all shortlisted candidates.

Job Description

Job title: Deputy Headteacher

Reports to: Headteacher

Purpose of the post:

The core purpose of this role is to support the Headteacher in providing professional leadership and management of Rhodes Avenue primary School which secures its continuing success and improvement, ensuring high quality education for all its pupils and excellent standards of learning and achievement.

This will include the following key responsibilities:

- Formulating the aims and objectives of the school
- Establishing policies for achieving these aims and objectives
- Managing staff and resources to that end
- Monitoring progress towards the achievement of the school's aims and objectives
- Undertaking any professional duties of the Headteacher reasonably delegated by the headteacher
- Deputising for the Headteacher

The Deputy Headteacher will be expected to fulfil the professional responsibilities of a Deputy Headteacher, as set out in the School Teachers' Pay and Conditions Document (STPCD).

Key Duties and Responsibilities

General duties

- Taking a lead role in the day-to-day management of the school.
- Implementing, enforcing and exhibiting model adherence to all school policies and procedures.
- Attending and contributing to all meetings of the staff cohort and the Senior Leadership Team, planning and chairing meetings where necessary.
- Cultivating and sustaining effective positive relationships with all staff, pupils, parents, governors and stakeholders.

School Culture

- Support the Headteacher and governors in their work within the school to communicate, strengthen and sustain the school's vision and values.

Strategic direction and school development

- Contributing to the development of the school's vision, ethos, values and strategic direction.
- Contributing to the formulation, monitoring and implementation of the School Development Plan.
- Supporting staff members to understand and adhere to the school's strategic direction.
- Contribute to the strategic leadership of the school; analyse and plan for our school's future needs including further development within local, national and international contexts.
- Providing advice and support to the governing body to aid it in conducting its strategic responsibility.
- Contributing to annual budget planning and monitoring.

Leadership and management

- **Supporting the Headteacher:**
 - a) Assisting and supporting the Headteacher in all functions of their role.
 - b) Deputising for the Headteacher in their absence.
 - c) Undertaking duties as delegated by the Headteacher.
 - d) Working with the Headteacher to ensure and uphold a clear system of task delegation and devolution of responsibilities for all staff.
- **School performance:**
 - a) Working with the Headteacher to support the setting of high expectations and ambitious targets for the school community and the tackling under-performance at all levels.
 - b) Supporting staff to understand and meet the school's targets, aims and objectives.
 - c) Evaluating the school's performance to identify the priorities for continuous improvement and raising standards; eliminating disadvantage and ensuring equality of opportunity for all.
- **Staff management:**
 - a) Line managing staff as identified by the Headteacher.
 - b) Participating in the recruitment process for and induction of new staff members.
 - c) Motivating staff in their roles and supporting them in aspects of their roles as necessary.
 - d) Contributing to the performance management process of staff as necessary, including evaluating performance and challenging underperformance.
 - e) Working with the Headteacher to ensure staff access CPD opportunities, and supporting staff to access such opportunities.

Teaching and Learning

- Ensure high quality pedagogy and consistency throughout the school.
- Line manage and effectively support Subject Leaders in their leadership of the curriculum.
- Monitoring standards of teaching and learning in the school to ensure the highest quality of education for all pupils.
- Ensuring reliable processes are in place when assessing pupils' knowledge and understanding of the curriculum.
- Contributing to creating a culture of high attainment and performance where high standards are held for all pupils from all backgrounds, abilities and needs.
- Working with the Headteacher and SENDCO to ensure that the curriculum effectively supports all pupils with SEND to thrive academically.
- Working with the Headteacher to monitor, evaluate and review classroom practice and promote improvement strategies.
- Contributing to the establishment and monitoring of systems to keep parents informed about the curriculum and their children's performance.

Training and Professional Development

- Engage in training and continuing professional development to meet own needs.
- Ensure staff CPD allows for personal development of all staff and supports the School Development Plan.
- Oversee the school experience of ECTs.
- Working to consistently meet the 'DfE Headteachers' Standards 2020' (<https://www.gov.uk/government/publications/national-standards-of-excellence-for-headteachers/headteachers-standards-2020>)

Pupil wellbeing and safeguarding

- Act in the role of Deputy Designated Safeguarding Lead.
- Act in the role of Educational Visits Coordinator.
- Contributing to a school culture which prioritises pupil wellbeing, mental and physical health.

- Being an approachable and professional authority figure for staff and pupils to come to with any issue they may have.
- Contributing to the creation of an enriching and positive culture which impacts school life and ensure a positive and respectful attitude amongst pupils and staff in the school.

The role is not class based although there will be a teaching commitment and an expectation to model outstanding classroom practice to support the development of teachers. There may be additional times when whole class teaching is required.

Additional requirements

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the Deputy Headteacher will carry out. The main areas of leadership may change based on the needs of the school. The postholder may be required to do other duties appropriate to the level of the role, as directed by the Headteacher.

Person Specification

The person specification below shows the key qualities, abilities, skills and experience we require in our new Deputy Headteacher. The selection panel will assess each candidate against these criteria. We are expecting candidates to demonstrate knowledge and understanding of each area and to show evidence of having applied (or awareness of how to apply) this knowledge in the school context. The information you provide in your application form in the 'Supporting Statement and Achievements' section must show how you meet the requirements listed in the person specification. Please limit your written supporting statement to no more than 3 sides of A4 in Calibri font size 12. This Person Specification reflects and references the DfE Headteachers Standards 2020.

Education and Qualifications	Essential	Desirable
Honours degree level qualification	E	
QTS	E	
NPQH		D
Evidence of appropriate CPD in preparation for a Senior Leadership role	E	
Current safer recruitment training		D
Current Child Protection qualification		D
Knowledge and Understanding of:		
Governance structure and operation. An understanding of the need for a strategic overview of the school.	E	
Up to date knowledge of child protection procedures and commitment to the safeguarding of all pupils	E	
Current knowledge and understanding of all 3 key stages in the primary phase	E	
School performance measures and tracking systems	E	
SEND legislation and procedures including code of practice and its implementation		D
Staff appraisal systems		D
Curriculum requirements (statutory) planning and implementation	E	
Current learning and teaching quality performance measures	E	
School finance	E	
The current Ofsted requirements	E	
Local and national developments and priorities in education	E	
Personal Qualities		
Ambition, drive and determination to develop the school to the highest standards and inspire others to join the journey	E	
Excellent leadership skills to build and develop effective teams, delegating where appropriate, holding to account and delivering on objectives in order to lead and manage change.	E	
Absolute commitment to delivering an outstanding education for all students	E	
Strong personal commitment to working within the Local Authority	E	
Effective communication and interpersonal skills. Develop, model and encourage relationships.	E	
Approachable whilst maintaining professional boundaries	E	
Ability to work under pressure and prioritise effectively.	E	

Be able to use reflection to learn from experiences	E	
Be able to use humour and empathy appropriately	E	
Maintain a positive, supportive approach even when under pressure	E	
Uphold the Nolan Principles; selflessness, integrity, objectivity, accountability, openness, honesty and leadership	E	
A strong commitment to safeguarding and equality and leading an inclusive and anti-racist school	E	
Experience and Skills		
Successful senior leadership and management in a school	E	
Active membership of Governing Body and/or Governing Body Committees		D
Experience of leading curriculum development, ideally in a core curriculum area	E	
Experience of supporting the development, implementation and monitoring of a whole school priority.	E	
Experience of supporting the development and monitoring of the School Development Plan	E	
Experience of working with colleagues to improve pedagogical practice and outcomes	E	
Experience of effectively managing staff and supporting their professional development	E	
Maintaining and developing effective relationships with parents and carers in raising standards	E	
Ability to work with all stakeholders and external agencies	E	
Ability to exemplify how the needs of all pupils can be met through high quality teaching	E	
An excellent classroom practitioner with teaching experience at Primary level across a range of key stages	E	
Data analysis skills, and the ability to use data, to effectively monitor, evaluate and review standards	E	
Experience in managing school Human resources		D
Experience of managing the school budget and financial processes		D
Involvement in school self-evaluation and development planning	E	
Experience of managing the upkeep of the school buildings and facilities to ensure they meet the needs of the pupils and staff and are compliant with health and safety regulations.		D

School Information

School Vision and Values

Our school vision and values were revised and updated in November 2022 following consultation with the entire school community – children, staff, parents and governors. We are extremely proud of our school statement and feel it truly reflects the ethos of Rhodes Avenue Primary School. We would expect our new Deputy Headteacher to embody these values and uphold them.

Our Ethos

At Rhodes Avenue, we want our children to:

Know who they are

Respect others for who they are

Never stop learning

School Values

We will act with **cooperation** because we are a **community**.

We will use **creativity** to learn and grow.

We will show **consideration** as everyone is of equal value and importance.

School Priorities for 2023-2024

Our school priorities for this academic year reflect the ambition we have for our children whilst acknowledging the trauma the school community has been through following the death of our previous headteacher. Governors are fully supportive of these priorities and are working closely with the school leadership team to achieve them.

Priority 1: Heal, Connect, Learn and Honour

Priority Target: To build upon and develop further the school's wider support network in order to ensure the physical, mental and emotional wellbeing of all pupils, staff and parents.

Priority 2: Writing; tools for learning

Priority Target: To review policy and practice for all areas within English and Phonics, to ensure teaching and learning maximises attainment and progress for all learners.

Priority 3: Ensuring capacity and leading confidently

Priority Target: To ensure capacity for continuous improvement during the school's transitional period.

Priority 4: Catch Up, Back on Track

Priority Target: To ensure that any objectives that were set within the 2022-2023 academic year and were not achieved/actioned are achieved/actioned.

Key Data

Type of School	Local Authority maintained, 3 form entry school
Age range	3-11
Denomination	None
Co-educational or single sex	Co-educational
Number of children/pupils	697
Average class size	30
Attendance	96.9%
Number of teaching staff	33 actual, 28.44 FTE

Number of support staff	59
Teacher turnover	Very low
Early Career Teachers (ECTs)	2
Children on free school meals	4.87%
SEN	9.89%
EAL	24.1%
Pupil Premium Funding	4.4%
EYFS GLD 2023	81%
Year 1 Phonics 2023	94%
KS1 Results 2023	Reading: Expected 88% Greater Depth 31% Writing: Expected 83% Greater Depth 21% Maths: Expected 87% Greater Depth 19% Combined: Expected 78% Greater Depth 14%
KS2 Results 2023	Reading: Expected 94% Greater Depth 60% SPAG: Expected 91% Greater Depth 51% Writing: Expected 94% Greater Depth 37% Maths: Expected 97% Greater Depth 60% Combined: Expected 93% Greater Depth 33%

For more information about our school, please visit <https://rhodesavenue.school/>