



Crosshill
SCHOOL



Deputy Headteacher Recruitment Pack

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WELCOME

I am delighted that you have expressed an interest in the post of Deputy Headteacher at Crosshill School. I hope that after considering all the information you will make an application.

Crosshill School is an outward looking, inclusive and successful school for children with special educational needs. It makes up part of Champion Education Trust, a multi academy trust that was formed in October 2019.

Our mission is to improve the life chances of all of our young people within our supportive family of schools, providing opportunities to allow young people to achieve beyond expectation, regardless of background, need or prior attainment.

We are determined and passionate to ensure that all of our staff are supported and trained to make a first class provision for all of our young people. Our leaders are encouraged and supported to work at local, regional and national levels to enable our Trust to keep abreast of the most current thinking and research in our profession.

Champion Education Trust has four key values that embody our ethos:

- Family and community; a sense of belonging and contribution
- Respect and celebration of differences
- Partnerships and working as a team
- Ambition and striving to do your best

The Deputy Headteacher job at Crosshill is a wide ranging role with responsibility for curriculum, as well as the support and mentoring for development of teaching and learning. The successful candidate will be passionate about helping every pupil to achieve their ambition, whilst leaving no child behind and will hold safeguarding central to all the systems, processes and strategies at school.

I hope you are excited by the prospect of this post. If you require further information or have any questions about the role please contact Lidia Gardner, Executive Headteacher, via email at lgardner@championtrust.co.uk. We would also like to encourage visits to the school, please contact Kay Naylor on KNaylor@championtrust.co.uk to arrange.

Wishing you every success on the submission of your application.

Kind Regards



Dot Thomson
Chair Of Champion Education Trust



ABOUT US

Crosshill School caters for a wide range of different needs but the majority of students' main identified need is associated with language and cognition difficulties. Our students often also display a second need, which is usually associated with Speech, Language and Communication Needs (SLCN), Autism Spectrum Disorder (ASD), Hearing Impairment (HI), Visual Impairment (VI) and Social Emotional Mental Health (SEMH), as well as a variety of physical or medical disabilities or conditions. We currently educate students aged between 11 - 19 years old, from September 2024 this will include a primary phase and will be from 5 - 19 years old.

The school prides itself on the approaches we take to ensure our students become the best version of themselves and fully prepared for work and life. We do this by ensuring we provide the personalised support to our students and their families, excellent teaching through an inspiring curriculum and ensuring we are fully engaged and embedded within our local community. This enables students to overcome an array of learning difficulties to become successful young people prepared to move into adulthood. The main school is based in Darwen and our Post 16 facility is currently situated in Blackburn.

The school currently has 133 students and 60 staff, this will increase in September 2024.

OUR VALUES

Caring

We value the positive relationships built between staff, students, parents and carers. Our friendly environment enables students to feel valued and trusted as individuals and we all show mutual respect for each other.

Raising Achievement

Our educational aim is to raise the achievement of our pupils by using various styles of teaching and different situations; all students are encouraged to reach their targets.

Outstanding Opportunities

We offer the most amazing opportunities to learn outside the classroom, exploring a variety of exciting learning experiences.

Secure and Supportive Environment

We provide a secure environment where all students feel safe and protected. Where required, students are provided with 1-1 support to enable them to make progress in their work.

Shared Experiences

Students learn by watching others and sharing their knowledge. Group work is encouraged where all students are able to use their own interests, skills and ability to work together.

Happiness

Our students are happy and enjoy positive learning experiences that enable them to feel successful and fulfilled.

Individuality and Independence

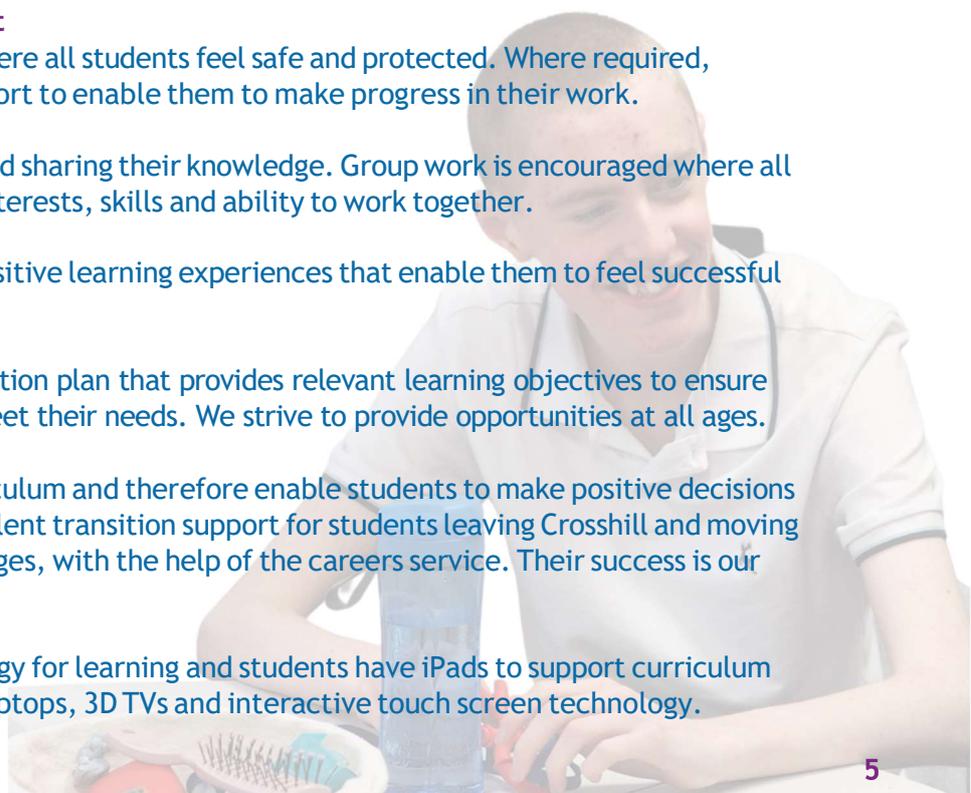
All students have an individual education plan that provides relevant learning objectives to ensure progress is made and all activities meet their needs. We strive to provide opportunities at all ages.

Life Skills

Life skills are embedded in the curriculum and therefore enable students to make positive decisions about their future. We provide excellent transition support for students leaving Crosshill and moving onto further education at local colleges, with the help of the careers service. Their success is our success.

Leading in Innovative Technology

We use the most up to date technology for learning and students have iPads to support curriculum learning. Other resources include laptops, 3D TVs and interactive touch screen technology.



OUR TRUST

Crosshill School is part of Champion Education Trust, a multi academy trust that champions the disadvantaged and vulnerable, helps to break down barriers and allows students to reach their full potential. We want all students to defy expectations, remain undefeated and leave education as an outstanding person. We are dedicated to the successful future of every young person within the Trust and passionate about providing opportunities to allow young people to achieve beyond expectation. We also inspire and support all staff to excel.

Within the Trust, we also have two further schools, details of which can be found below. The schools work closely together, sharing staff and facilities where appropriate, to provide greater opportunities for students to be able to choose from a wider range of subjects and consequently thrive. There is also a central team that works across all schools, providing functions such as finance, HR and marketing.

Lotus has been purpose built to accommodate students with an Education, Health and Care Plan for Social, Emotional and Mental Health (SEMH) as their primary need. It has been carefully designed to ensure that students who have struggled accessing mainstream education are fully supported to succeed.

It caters for students from 11-16 and all students have access to a number of curriculum pathways which deliver all core subjects, meaningful qualifications and therapeutic interventions that will help them to develop and re-engage with school life.

The school currently has 50 students and 25 staff.



Lotus
SCHOOL

Thrive and learn



Blackburn Central
HIGH SCHOOL

Aspire and achieve

A popular, thriving secondary school based in Blackburn. It prides itself on knowing and caring for all of its students, whilst having high expectations and ambitions for all. Positive relationships between staff and students are key to the school's success in ensuring students aspire and achieve in both their academic and personal development.

The school has been recognised for its inclusive approach to education, where diversity is not just tolerated but is celebrated and both students and staff have won national recognition for the work that they have done to promote inclusion.

The school currently has 955 students and 143 staff.



Champion
EDUCATION TRUST

A family of Schools

BENEFITS OF WORKING FOR THE TRUST

At Champion Education Trust we pride ourselves on being an employer that continually invests in our employees as we know that it is our staff who will ensure that we meet our vision. As such, each role comes with a wealth of job related benefits, such as:

Cycle to Work Scheme

Our cycle to work scheme enables employees to purchase a brand new bike and accessories and then spread the cost over 12 months or more through salary sacrifice. With tax and NI savings, you can save between 25%-39% on the cost of your bike.

Tech Salary Sacrifice Scheme

Our tech scheme enables employees to buy the latest technology through a salary sacrifice scheme. Whether it's a new laptop you want or maybe an iPad, employees spread the cost of their purchases and make NI savings of up to 12%.

Employee Assistance Programme

Our programme is run by Health Assured and provides a support line for staff to access a range of practical and emotional help 24/7. This includes counselling, financial, legal and practical support from qualified professionals. There is also access to an online health and wellbeing resource, as well as face to face counselling as required.

Flexible and Hybrid Working

We actively promote the use of flexible and hybrid working and have a policy in place that all of our schools follow. We have found that a flexible and responsive attitude to working enables us to attract and retain a high quality workforce.

Pensions

You will have the option to join the Teachers Pension Scheme, which is a defined benefit scheme that provides a guaranteed income pension for teachers in England and Wales.

Pay Progression

As well as any nationally agreed pay award (a salary increase linked to inflation), our employees also have access to pay progression in accordance with the pay scale for the role.



JOB DESCRIPTION

Job title: Deputy Headteacher - Crosshill School

Salary: L13 - L17

Contract type: Full time permanent

MAIN PURPOSE:

The deputy headteacher, under the direction of the headteacher, will take a major role in:

- Formulating the aims and objectives of the school
- Establishing policies and monitoring progress to achieving these aims and objectives
- Managing staff and resources
- Assisting, supporting and deputising for the headteacher as directed by the Trustee Board
- Playing a major role in formulating and reviewing the Trust School's Improvement Plan
- Maintaining and developing the ethos, values and overall purposes of the schools within the Trust

The deputy headteacher will also be expected to fulfil the professional responsibilities of a headteacher, as set out in the School Teachers' Pay and Conditions Document.

QUALITIES:

The deputy headteacher will:

- Uphold public trust in leadership of the schools across the Trust and maintain high standards of ethics, behaviour and professional conduct
- Build positive and respectful relationships across the community of the Trust schools
- Serve in the best interests of the pupils within the Trust schools

DUTIES AND RESPONSIBILITIES:

The duties and responsibilities listed below are indicative of the tasks the deputy headteacher will perform and are not intended to be an exhaustive list. The post holder will be expected to take on additional responsibilities appropriate to the role as they arise.

School culture and behaviour

Under the direction of the headteacher, the deputy headteacher will:

- Create a culture where pupils experience a positive and enriching life in each of the Trust schools
- Uphold educational standards in order to prepare pupils from all backgrounds for their next phase of education and life
- Ensure a culture of staff professionalism
- Encourage high standards of behaviour from pupils, built on rules and routines that are understood by staff and pupils and clearly demonstrated by all adults in the Trust schools
- Use consistent and fair approaches to managing behaviour, in line with the school's behaviour policy

Teaching, curriculum and assessment

Under the direction of the headteacher, the deputy headteacher will:

- Establish and sustain high-quality teaching across all subjects and phases, based on evidence
- Ensure teaching is underpinned by subject expertise
- Effectively use formative assessment to inform strategy and decisions
- Ensure the teaching of a broad, structured and coherent curriculum
- Establish curriculum leadership, including subject leaders with relevant expertise and access to professional networks and communities

Additional and special educational needs (SEND)

Under the direction of the headteacher, the deputy headteacher will:

- Promote a culture and practices that enable all pupils to access the curriculum
- Have ambitious expectations for all pupils with SEND
- Make sure the schools within the Trust work effectively with parents, carers, and professionals to identify additional needs and provide support and adaptation where appropriate
- Make sure the Trust schools fulfil statutory duties regarding the [SEND Code of Practice](#)

Safeguarding

Under the direction of the headteacher, the deputy headteacher will:

- Maintain a collective responsibility and an individual commitment to safeguarding and promoting a culture that ensures the welfare of students and recruitment of staff
- Ensure that safeguarding policies and procedures are followed where there might be a concern

Organisational management and school improvement

Under the direction of the headteacher, the deputy headteacher will:

- Establish and sustain the ethos and strategic direction together with the Trustee Board and through consultation with the Trust communities
- Establish and oversee systems, processes and policies so the Trust schools can operate effectively
- Ensure staff and pupils' safety and welfare through effective approaches to safeguarding, as part of duty of care
- Manage staff well, with due attention to workload
- Ensure rigorous approaches to identifying, managing and mitigating risk
- Allocate financial resources appropriately, efficiently and effectively
- Identify problems and barriers to help Trust schools run effectively and develop strategies to improve, that are realistic, timely and suited to the context of the schools within the Trust
- Make sure the Trust schools improvement strategies are effectively implemented

Governance, accountability and working in partnership

Under the direction of the headteacher, the deputy headteacher will:

- Understand and welcome the role of effective governance, including accepting responsibility
- Ensure that staff understand their professional responsibilities and are held to account
- Ensure the Trust schools effectively and efficiently operate within the required regulatory frameworks and meet all statutory duties
- Work successfully with other schools and organisations
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils

Notes:

This list is not exhaustive and the job holder may be required to carry out other reasonable duties commensurate with the grade. The job description may be amended at any time in consultation with the post holder and will be reviewed annually to reflect the plans, growth and development of the Trust.

PERSON SPECIFICATION

NO.	CRITERIA	ESSENTIAL	DESIRABLE
QUALIFICATIONS			
1.	A degree qualification	x	
2.	Qualified teacher status	x	
3.	NPSL/NPQH		x
4.	Designated Safeguarding Lead (DSL) qualification		x
EXPERIENCE			
5.	Commitment to safeguarding and promoting the welfare of children and young people	x	
6.	Successful senior leadership and management experience of leading SEND and/or inclusion in a school	x	
7.	Experience of working as a senior leader in a special school setting		x
8.	Demonstrate experience of strategic and successful line management and staff development	x	
9.	Teaching experience for a minimum of five years	x	
10.	Teaching experience across primary and secondary phases		x
11.	Involvement in school self-evaluation and development planning	x	
12.	Experience of operational leadership within one of the following areas: SENDCo qualification; Safeguarding; Quality of Education/Curriculum		x
ABILITIES, SKILLS AND KNOWLEDGE			
13.	Data analysis skills and the ability to use data to inform practice and impact on pupil outcomes	x	
14.	A clear understanding of whole school curriculum across ALL phases and what evidence based practice looks like	x	
15.	Strong working knowledge of the OFSTED framework and how this translates into the operational aspects of the school	x	
16.	Clear knowledge of strategies to support pupils in modifying their behaviour and ability to lead by example within this area	x	
17.	Ability to coach and motivate professionals	x	

18.	Ability to build effective working relationships	x	
19.	Ability to communicate and implement a vision and inspire others		x
20.	Understanding of high-quality teaching and the ability to model this for others and support others to improve	x	
21.	Effective communication and interpersonal skills with the ability to communicate effectively with a range of stakeholders	x	
PERSONAL QUALITIES			
22.	Ability to work under pressure and prioritise effectively	x	
23.	Highest level of professional and personal integrity	x	
24.	Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position	x	
25.	Commitment to maintaining confidentiality at all times	x	

HOW TO APPLY

All applications must be sent electronically to Kay Naylor at knaylor@championtrust.co.uk.

Applications must be completed on a Champion Education Trust application form found on our website at www.championtrust.co.uk. No other style of application will be accepted. A maximum of four pages can be completed for your letter of application using font Calibri size 11.

The timescales below will be followed:

- Closing date for applications is 9am on Monday 15 April 2024. Shortlisting
- will take place on the afternoon of Monday 15 April 2024.
- Interviews will be held across Thursday 18 April and Friday 19 April 2024.

SELECTION PROCESS

We undergo a rigorous application and candidate selection process and will ensure that we:

- Provide you with clear, timely and accurate information.
- Give you the opportunity to ask us any questions you may have.
- Respond to those questions promptly.
- Adopt a consistent and fair assessment process.
- Make sure that you have all the documentation and details you need for your interview.
- Provide you with a full insight about what it's like to work for the Trust.
- Ensure all offers are equitable and fair .

In return, we would ask that you:

- Provide open and accurate information when submitting your application.
- Be honest and upfront about your experience, aspirations and goals.
- Prepare yourself for the interview.



SAFER RECRUITMENT IN EDUCATION

Champion Education Trust is committed to safeguarding and promoting the welfare of our children. In turn we expect all of our staff and volunteers to share this commitment. We therefore have a number of stages that we go through as part of the application process and these are detailed below. In terms of safeguarding:

- We have several policies and procedures that reinforce our safeguarding commitment, including a child protection policy, which can be viewed on our website.
- It is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.
- We fully support the Government's Prevent Agenda to counter radicalism and extremism.
- References - a minimum of two references will be requested on your application form and contacted prior to interview.
- Interviews - A minimum of one member of the interview panel will have completed Safer Recruitment Training and we will explore understanding of safeguarding children.
- Pre-employment checks - An enhanced DBS check is required for successful applicants. If necessary, prohibition, overseas and section 128 checks will be completed.
- As part of the recruitment process, and in line with KCSIE, we will complete an online search on any shortlisted candidate.
- You can view our child protection and safeguarding policy on our website at <http://championtrust.co.uk/about-us/policies-documents>.

NEXT STEPS

All applicants for vacant posts will receive a job description, which will include the safeguarding responsibilities of that role, plus a person specification, which will include reference to the candidate's suitability to work with children. You will also be required to complete an application form, giving detailed information about your suitability for the role, plus an explanation for any gaps in your employment history. Also, as part of the application process:

- You will have an opportunity to talk to the Executive Headteacher of Crosshill.
- All applications will be fairly considered by a shortlisting panel. Both successful and unsuccessful candidates will be notified.
- The interview process will be fair and transparent and you will be informed in advance of what is expected of you.
- Champion Education Trust is committed to ensuring equality, therefore if you require any reasonable adjustments to be made as part of the recruitment process please let us know.



Crosshill
SCHOOL

Prepare and flourish

www.crosshillblackburn.co.uk