

# synergy

MULTI-ACADEMY TRUST



**R** Reepham  
High School  
& College

STRONGER TOGETHER

Deputy Headteacher | RECRUITMENT PACK

# Role Description

Job Title

**Deputy Headteacher RHSC**

Contract

**Full-Time**

Salary Range

**L16-20**

Reporting to

**Head of School**

Location

**Reepham High School**

## Job Purpose

Reepham High School seeks a hard-working and inspirational Deputy Headteacher with significant experience to join the leadership team. Synergy MAT & RHSC have recently appointed a new Head of School who takes up post in September 2024.

This is a crucial role for the school and a first key appointment for Jonathan Croucher, our newly appointed Head of School.

Due to the current profile of the Senior Leadership Team, the role and specific responsibilities will be decided during the recruitment process. It is important that we find the right person who can demonstrate the impact of their strategic leadership and a proven track record of success in raising standards. Leading on key areas of focus across the School, you will work with the rest of the leadership team in helping to shape the strategic direction and improvement of our school. You will assist in securing excellent outcomes for all of our students, regardless of background and challenges they may face. You will embed the Trust's ethos, values and vision through inspiring and dedicated leadership, promoting a culture of high expectations in which students and staff feel valued. The Deputy Headteacher will be supported by the Head of School, with an experienced Executive Head (Alastair Ogle), from September Deputy CEO, overseeing the secondary outcomes for RHSC alongside our three other secondary schools.

Synergy MAT is a family of fifteen schools, including primary and secondary provision alongside two sixth-forms. The CEO is Louise Lee and the Chair of the Trust Board is Natasha Hutcheson.



Head of School Designate, Jonathan Croucher

"I am thrilled to be the incoming Head of School at RHSC. You will be joining the school at an exciting time, and we're looking for an experienced colleague who will be currently working at Assistant Head or Deputy Head level. This will be a key appointment for the school and I look forward to meeting you at interview should you decide to apply."

## What are we looking for?

- An outstanding teacher and leader, able to model and inspire excellence throughout the school community and work collaboratively with the Head of School, senior leadership team, the staff and local governing board.
- A clear, strategic leader who supports and promotes our supportive, yet structured, working environment.
- Evidence of sustaining and improving standards and achievement.
- An innovative and strategic thinker with the commitment, drive and ability to add value to a committed leadership team.
- An excellent communicator with outstanding interpersonal skills.
- An individual who is able to work collaboratively with the strong leadership team we have built at Reepham High School.
- A dedicated and committed individual who has high expectations of themselves, the staff and the pupils.
- A strong leader who understands what it means to work within a clear structure of accountability and a strong understanding of being part of and contributing to a Multi-Academy Trust.



# The Role

## Main areas of strategic responsibility

Support the Head of School in ensuring the vision and values of Synergy MAT and RHSC are clearly articulated, shared, understood and acted upon by all.

- Demonstrating the vision and values of 'Stronger Together' in everyday work and practice
- Motivating and working with others to create a shared culture and positive climate
- Building a professional learning community which enables others to achieve
- To act as a positive role model to all staff and children, identifying emerging talents and aspiring leaders to help ensure effective succession planning.
- Work in partnership with Synergy MAT, the Head of School, CEO & Deputy CEO and to embed the Trust's ethos, values and vision.
- To foster positive relationships with key stakeholders, including local communities, schools, business partners, local authority and employers.
- To help ensure the effective safeguarding and wellbeing of all children and staff.
- To help deliver a high-quality curriculum, reflecting the School's unique characteristics, with very high standards of teaching and learning, behaviour and attendance, including by fostering innovation to achieve excellence in all areas of school life.
- Support the Head of School in maintaining high standards of student behaviour, monitoring students' outcomes, personal development and wellbeing of students.
- Be a member of the Leadership Team and attend relevant meetings as well as school events.
- Work alongside the Deputy CEO & Head of School to prepare for Ofsted and other external reviews and monitoring.

## JOB DESCRIPTION – Deputy Headteacher

- Keep up to date with educational publications & educational posts and share this information in the appropriate forum.
- Be committed to your own professional development.
- Be responsible for the line management and performance development of relevant staff, setting and agreeing targets linked to the development plan priorities with the Head of School.
- Provide professional advice and support and identify training needs.
- To give support in providing advice to local governing boards and Trust about the strategic direction, operation and impact of the School's work in relation to the quality of education, behaviour, Personal Development, safeguarding and welfare.
- To assist in reviewing the performance of the School regularly, and its staff, and take any action as may be necessary to bring about improvement.
- To work within the agreed scheme of delegation and implement all policies agreed by Synergy MAT, including by carrying out all equalities duties, fostering diversity and inclusion, and adhering to all human resources, health & safety, and financial procedures.
- To promote Synergy MAT and its values, working cooperatively across all its schools.
- To undertake any other duties such as are commensurate with this post.

## Safeguarding

It is the responsibility of each member of staff to safeguard and promote the welfare of all young people he/she is responsible for, or comes into contact with, within the School.

## Health and Safety

- Be mindful of and cooperate on all issues involving health and safety.
- Use work items provided for you correctly, in accordance with training and instructions.
- Do not interfere with or misuse anything provided for your health, safety or welfare.
- Report any health and safety concerns to your Line Manager as soon as practicable.

We will consider any reasonable adjustments under the terms of the Equality Act (2010) to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post. The jobholder will ensure that school policies are reflected in all aspect of his/her work, in particular those relating to:

- Equal Opportunities
- Health and Safety
- General Data Protection Regulations (2018) and Data Protection Act (2018)
- Safeguarding children



Employees will be expected to comply with any reasonable request from a leader to undertake work of a similar level that is not specified in this job description. Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers. The School will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition (as defined in the Equality Act 2010). Notwithstanding the detail in this job description, in accordance with the Multi-Academy Trust's Flexibility Policy the job holder will undertake such work as may be determined by the Head of School from time to time, up to or at a level consistent with the Main Responsibilities of the job. Following consultation with you, this job description may be changed by leadership to reflect or anticipate changes in the job which are commensurate with the salary and job title.



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# Person Specification

## Professional Qualifications

ESSENTIAL / DESIRABLE

Passion for education as a way of improving all children's life chances	E
Determination that all children achieve well	E
Understanding of the Post-16 Educational landscape	E
Commitment to working with families	E
Understanding of secondary and further education	E
Suitable qualifications and experience, including NPQH or willingness to undertake it	E
Experience of working in schools in different contexts, including with sixth forms	E
Commitment to safeguarding	E
Ability to manage change effectively	E
Effective written and oral communication	E
Ability to set direction	E
Ability to support and influence others	E
Understanding of research-led practice	E

Commitment to staff development	E
Ability to manage a wide range of stakeholders and commitment to collaborative approaches	E
Commitment to meeting SEND and vulnerable children's needs	E
Proven expertise in teaching and learning	E
Excellent inter-personal skills, including managing & resolving conflict and decision making	E
Understanding of current educational environment	E
Understanding of management information systems, Arbor, for example	E
Effective delegation skills	E
Ability to prioritise under pressure	E
Some understanding of curriculum-led financial planning	E
Some experience and understanding of working effectively with LGBs	E
Commitment to own development, including preparedness to undergo training and access support for any less well developed areas.	E



Deputy Headteacher

RECRUITMENT PACK



## How to join us

To apply for this opportunity to join SYNERGY MAT as our Deputy Headteacher RHSC visit **My New Term** at:

<https://mynewterm.com/jobs/138829/EDV-2024-RHSAC-94824>

Your application should make reference to the job description and person specification.

### Getting in touch

Prospective candidates should contact Maria Levell to arrange a tour: [mlevell@reephamhigh.org.uk](mailto:mlevell@reephamhigh.org.uk) and these will be conducted by members of the Senior Leadership Team.

Visits to the school or conversations with Alastair Ogle: [aogle@synergymat.co.uk](mailto:aogle@synergymat.co.uk) are warmly welcomed.

Closing date: **Monday 13th May 2024**

Interview Dates: **Week commencing 20th May 2024**

### Our recruitment approach

The Synergy Multi-Academy Trust is an equal opportunities employer and employs suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. Any appointments will be subject to satisfactory references, an enhanced DBS check and medical check.

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