



# Welcome



On behalf of the ONE (Owl North East) Trust Board of Trustees and Local Governors, we would like to thank you for your interest in the role of Deputy Headteacher at Simonside Primary School. Your interest in this role coincides with an exciting phase in our development following the recent establishment of our multi-academy trust in January 2024, and the recent appointment of the new Headteacher at Simonside. We hope that after reading the contents of this pack, you will feel inspired to take your interest further and arrange a visit to see the work of the school for yourself.

All members of the ONE Trust are committed to providing the very best opportunities for every young person we educate, in order for them to achieve their potential. Our mission is 'ONE Trust, One vision, Ambition for all', and we firmly believe in this, regardless of background, need or life challenges. Central to our vision for education is the dedication to build a shared learning environment in which all children, staff and parents can discover their talents and develop a passion for learning that endures throughout their life.

As a school within a multi-academy trust, we have a strong sense of moral purpose, which helps to create an environment within which all leaders take collective responsibility for the learning and success of all pupils in our care. We promote a culture in which we actively share and promote the very best practice.

We are committed to supporting and learning from the education community in Newcastle and the wider region, and fully contribute to system leadership for the benefit of the communities we serve.

We are looking for a Deputy Headteacher who shares this commitment and holds values to support making our ambitious goals a reality. We are seeking someone who can support the Headteacher in having an unremitting focus on high-quality learning, teaching and leadership for the school's onward journey and success.

This candidate brief provides some background information about the role, the ONE Trust and our school, and we very much hope these opportunities and goals will excite you and lead to you submitting an application.

Emma Hills  
Headteacher Designate

Lynn Rae  
Chair of Local Governing Body

Julie Stuart  
Chief Executive Officer



## Job Advert

Following the recent appointment of the current Deputy Headteacher to the role of Headteacher at Simonside Primary, the ONE Trust is seeking to appoint an experienced and ambitious leader who can demonstrate outstanding practice and provide strategic, innovative and creative direction in order to raise standards and ensure the very best outcomes for all.

Simonside Primary School is an average-size primary school with 300 pupils, based in the Outer West of Newcastle. The school has been part of the ONE (Owl North East) Trust since January 2024.

The successful candidate will work in partnership with the Headteacher, the Trust and the Local Governing Body to lead and shape the future of the school, uphold and maintain the strong ethos and values established and harness the skills and enthusiasm of all staff and pupils.

In return, the appointed Deputy Headteacher will work with an experienced and dedicated staff team to build on the continued successes and achievements of the school. The successful candidate will also benefit from the strong and extensive network of support from other leaders within the Trust.



# About Our School

At Simonside Primary School our priority is to develop a love of learning which is inspired by quality teaching, a rich curriculum and exciting opportunities and experiences. This will take place within a safe and happy environment in which children are supported to thrive and flourish. Resilience will be fostered in all children to enable them to be positive global citizens and fulfil our school's motto of 'Dream, believe and achieve.'

## ***We are committed to:***

- Promoting high standards of progress and attainment in pupils' academic, personal and social development.
- Encouraging high standards of behaviour.
- Safeguarding and promoting the welfare and well-being of all children.
- Governors, staff, parents and children working together in order to achieve the best for every member of the school community.
- Promoting respect, tolerance and understanding towards oneself, all other people and the world in which we live. As a school with Rights Respecting School status, we do this through teaching children about rights, through rights and how to champion the rights of all children.

## ***We work hard to create a community and environment which encourages everyone to:***

- Feel safe, cared for and valued.
- Be treated equally irrespective of gender, race, religion or beliefs, disability, physical characteristics or any other factors.
- Develop a love of learning and take opportunities to be inspired by and learn from other people.
- Teach values relating to respect, resilience, determination, responsibility, truth and aspiration.
- Challenge ourselves to achieve our personal best in whatever we are doing.
- Co-operate with and respect others.
- Keep healthy in mind and body by taking regular exercise and understand the principles of a healthy lifestyle.
- Proactively care for the environment in which we live, the school in which we learn and the wider natural environment in which both are set.
- Take responsibility for our own actions.
- Attend school every day.





# About Our Curriculum

## Curriculum Intent

At Simonside Primary School, we are committed to providing a curriculum which ensures breadth and depth of understanding across all subjects and equips our children with the life skills needed for future learning (including transition to the next phase), employment and mental and physical well-being.

## Cultural Capital

We aim to empower our children with 'Cultural Capital' and rich vocabulary which they can utilise to achieve ever greater depth in their understanding.

## About Rights, Through Rights, For Rights

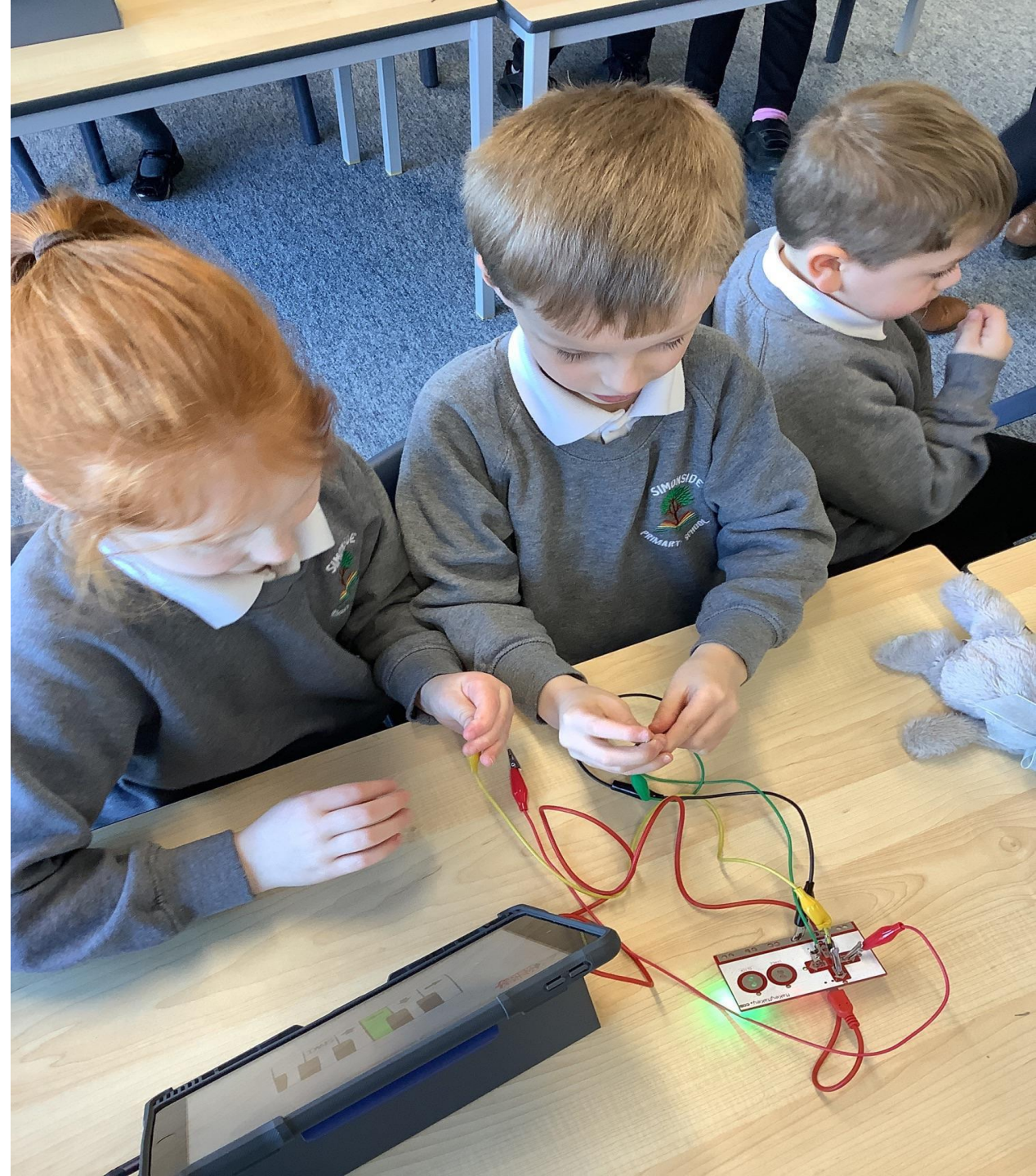
As a Rights Respecting school we believe that children should be taught about rights and through rights, supporting them to develop their own self-esteem and to live as responsible citizens.

## Learn to read, read to learn

Reading is at the core of our curriculum and, as such, we aim to excite and enthuse our children with a love of reading. Reading pervades all topic maps.

## Key Concepts

Our 'concept led' curriculum is driven by key concepts which are repeatedly taught through a wide range of carefully sequenced topics. Knowledge and skills are taught in progressive milestones using the principles of cognitive science to ensure attainment and accurate assessment.





# Our School Community

Our school facilities include a Nursery provision for rising threes and three and four year olds. We also have a beautiful, new school building with purposeful outdoor spaces, utilised as part of our OPAL school programme.

We pride ourselves on being responsive to the community we serve, and the school staff strive to create a happy and successful learning environment for all children who attend the school.

We believe it is important to be at the heart of the school community. We are a Rights Respecting School and a School of Sanctuary, demonstrating our commitment to being welcoming and inclusive, treating our pupils, parents and staff with the fairness and respect they deserve.

In this next stage of our journey, as part of the ONE (Owl North East) Trust, we hope to build on what makes us unique and successful. We are also excited about opening a new chapter which will help us to further improve as a school, dedicated to improving outcomes for the children and families of Simonside Primary School.

Please visit our school website to find out more about us and our offer.



# We are looking for a Deputy Headteacher who:

- is an excellent classroom practitioner who can lead a Key Stage.
- has an inspirational and inclusive teaching and leadership style which will empower and motivate others to reach their full potential.
- has a proven track record of high expectations in raising standards.
- is committed to our inclusive approach which celebrates cultural, religious, ethnic and linguistic diversity.
- has excellent interpersonal and communication skills.
- has very high expectations of behaviour and is passionate about children's learning.
- will be able to further develop our collaborative, team approach.
- is able to maintain and strengthen our current links with parents and the wider community.

# We can offer you:

- the opportunity to lead as part of our friendly and hard-working team of staff.
- the support of our dedicated team of staff, local governors and Trustees, and work with them in implementing a vision of excellence.
- the opportunity to work as part of a positive and caring school ethos.
- established working relationships with parents and the local community.
- the opportunity to work in partnership with other members of our Trust community as part of an extensive network of support.
- the opportunity to actively engage in your continued professional development.



# Job Description

Post Title:	Deputy Headteacher
Pay scale:	Leadership Group range L6-10
Responsible to:	Headteacher
Responsible for:	Key Stage Leader; Performance and Curriculum Leader; Assessment and Data Leader; ECT Co-ordinator

# Job Purpose

- To assist the Headteacher in managing, organising and developing the school and its staff
- To deputise for the Headteacher as required
- To lead one or more significant whole school priorities
- To carry out other management responsibilities or tasks allocated
- To carry out the professional duties of a teacher.

# Main Responsibilities 1

**The following list is typical of the level of duties, which the Deputy Headteacher will be expected to perform. It is not necessarily exhaustive and other duties of a similar type and level may be required from time to time.**

## **General**

- To carry out the professional duties of a Deputy Headteacher as set out in the School Teachers' Pay and Conditions Document. Carry out teaching duties in accordance with the National Curriculum and the school's bespoke curriculum design.
- To undertake the professional duties of the Headteacher in the event of their absence from the school as required by the ONE Trust.
- To assist the Headteacher and the leadership team in the management, organisation and running of the school, including assisting in the development and implementation of school aims, objectives, procedures, policies and practices.
- To manage staff and resources in their Key Stage. To manage and monitor the Key Stage and whole school priorities.
- To assist in development of the school self-evaluation, school improvement plan, including the Pupil Premium Strategy and other statutory documentation. Take a lead role in implementing specific objectives.
- To demonstrate excellent teaching practice and innovate, inspire and motivate other staff. Promote teamwork and trust and be a professional role model for other staff.



# Main Responsibilities 2

- To participate in and, where appropriate, lead staff training and continuous professional development. Assist the Headteacher in the implementation of performance management systems.
- To lead and co-ordinate the curriculum across the whole school. Monitor, evaluate and set targets for appropriate areas.
- To assist in the development and management of the whole school calendar and plan and manage school timetables.
- To take a lead responsibility for child protection issues as a Designated Safeguarding Lead, providing advice and support to staff and parents, liaising with the local authority and working with other agencies in order to ensure child protection concerns are dealt with promptly and effectively.
- To work effectively with external agencies and providers. To take the lead as a Designated Teacher for Children in Care and be aware of local opportunities which support aims for children, young people and their families.

# Person Specification

## Part A: Application Stage

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

### Essential

1	An outstanding classroom teacher with at least four years of teaching experience.
2	A proven record of successful curriculum/subject leadership, leading directly to an increase in standards and attainment.
3	Experience of implementing whole school initiatives and driving and managing change, developing strategies for raising achievement.
4	Experience of monitoring and evaluating teaching/learning and target setting and ability to analyse data.
5	Experience of strong behaviour management and supporting vulnerable children with high needs.
6	Experience of working with governors, parents and the community.
7	Experience of teaching and leading in Key Stage 2 and Key Stage 1/EYFS.
8	Detailed knowledge of current curriculum and management issues.
9	Experience of leading staff meetings and developing training.
10	Commitment to promote the aims and values of Simonside Primary School, the ONE (Owl North East) Trust and the wider school community.
11	Demonstrates excellent written communication and use of Standard English.

# Person Specification

## Part A: Application Stage continued

### Desirable

12	Experience of working with other schools or teachers.
13	Additional professional qualifications to demonstrate continued learning and development in primary education.
14	Experience of working in a school with a challenging context.
15	Designated Safeguarding Lead or Deputy Designated Safeguarding Lead experience.
16	Experience of school governance.



# Person Specification

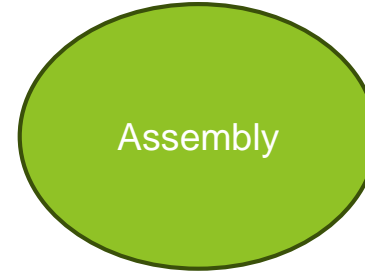
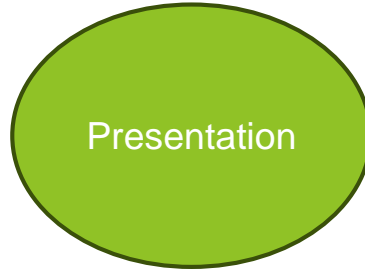
## Part B: Assessment Stage

Items 1 – 11 of the application stage criteria and the criteria below will be further explored at the assessment stage:

### Essential

1	Able to assist in the development of school plans and policies.
2	Able to plan workload and set priorities.
3	Excellent written and oral communication skills.
4	Thorough understanding of the needs of pupils from EYFS to Key Stage 2.
5	Team leader who ensures the involvement and commitments of all team members.
6	Persuasive and confident in a range of different environments.
7	Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people including: <ul style="list-style-type: none"><li>• motivation to work with children and young people</li><li>• ability to form and maintain appropriate relationships and personal boundaries with children and young people</li><li>• emotional resilience in working with challenging behaviours</li><li>• positive attitude to use of authority and maintaining discipline.</li></ul>
8	No disclosure about criminal convictions or safeguarding concern that makes applicant unsuitable for this post.

The following methods of assessment may be used:



### Part C: Additional Requirements

The following criteria must be judged as satisfactory when pre-employment checks are completed:

1	Enhanced Certificate of Disclosure from the Disclosure and Barring Service
2	Additional criminal record checks if applicant has lived outside the UK
3	List 99 and/or POCA List (residential establishments only) check
4	Medical clearance
5	Professional registration with the General Teaching Council for England
6	Two references from current and previous employers (or education establishment if applicant is not in employment)

**Simonside Primary School is committed to safeguarding and promoting the welfare of all children and expects all staff and volunteers to share this commitment. The appointment of the successful applicant will depend upon receipt of an Enhanced Certificate of Disclosure from the Disclosure and Barring Service and a range of other recruitment checks.**

# Application and Selection Process

We hope, after reading this application pack, you would like to find out more and submit an application for the post. Below are the selection process dates:

**Closing Date: 9<sup>th</sup> April 2025, at 9am**

**Shortlisting: 10<sup>th</sup> April 2025**

**Visits to candidate's school: Tuesday 29th April/Wed 30th April**

**Selection Process and Interviews: 1<sup>st</sup> and 2<sup>nd</sup> May 2025**

Pre application visits to the school, which are warmly welcomed and encouraged, can be arranged by contacting the School Office on 0191 2860776 or by emailing [admin@simonside.newcastle.sch.uk](mailto:admin@simonside.newcastle.sch.uk).

Please complete an application form using the Newcastle City Council application form available on the school and Trust websites. There is an additional safer recruitment form which you should also include with your application.

All applications should be submitted to Emma Hills (Headteacher from September 2025) either via email at [admin@simonside.newcastle.sch.uk](mailto:admin@simonside.newcastle.sch.uk) or by post, addressed to:

Simonside Primary School  
Bedeburn Road  
Newcastle upon Tyne  
NE5 4LG

***As this post involves working with children, vulnerable adults or dealing with sensitive information, written references will be taken up and made available to interviewers before the final selection stage.***

If you have any queries or issues with the application form, please contact the school directly via the website or by telephoning the School Office on 0191 2860776.

Further details and this application pack can be found on our Trust website [www.onetrustacademies.org.uk](http://www.onetrustacademies.org.uk) and on the school website at [www.simonside.newcastle.sch.uk](http://www.simonside.newcastle.sch.uk)