

Woodhey High School

Assistant Headteacher – Standards (Assessment, Reporting and Strategic Use of Data)

Salary: Leadership Scale L14 - L18

Type: Full-Time, Permanent

Location: Woodhey High School, Bolton Road West, Ramsbottom, BLO 9QZ

Required for September 2022

Woodhey High School are seeking to appoint a passionate, versatile and inspirational individual with exceptional leadership qualities to take *responsibility for the whole school strategic use of data, including effective use of assessment and reporting to parents and other stakeholders*. The post has become available following the retirement of the current post-holder.

The successful candidate will play an important role in the future development of the school and the post offers an excellent opportunity for a talented teacher and leader to gain wide-ranging experience as a member of our Senior Leadership Team. We are seeking a versatile professional who is flexible in outlook, has a positive work ethic and has the potential and ambition for further promotion in the future.

The main aspect of the role will be to lead on the school's approach to data management, including the collection, analysis and reporting of assessment data. We have a Data Manager who is currently developing in the role, further data administration support (including cover) and an Examinations Officer who each support aspect of this role. We are currently redeveloping our approaches to target setting and monitoring – a key element of this role. The successful candidate will work with our Deputy Headteacher (Curriculum) and alongside the Assistant Headteacher for Teaching & learning. This holder of this role also acts as the school's Data Protection Officer and has oversight of the school calendar. All senior leaders carry out daily operational activities and have a teaching commitment commensurate with the scale of the role.

Woodhey is a high achieving and inclusive 11-16 community comprehensive school. We are committed to providing a secure and caring learning environment for all our pupils and we ask our pupils to achieve, care and enjoy. Our aim is to develop highly-educated, well-rounded, considerate and confident young people who are willing and able to contribute to society. There are currently 1129 pupils on the school roll.

Ramsbottom has become more of a residential area than an industrial town and has a strong sense of community. The town does have some thriving small industries, is a popular shopping centre for the surrounding area and has superb access to the nearby motorway network.

Woodhey is a school within the Shaw Education Trust. The Trust is led by an Executive Leadership Team steeped in school leadership and improvement experience: www.shaweducation.org.uk. They are committed to the continued professional development of all members of staff and the sustained successful performance of all its academies. Career opportunities within the Trust are significant. All leaders are supported to excel. There is a bespoke leadership pathway programme, which enables the next stage of professional growth within the group.

The Shaw Education Trust offer the following benefits with your Teaching or Support Staff employment:

- An excellent Local Government Pension Scheme (Support Staff) / Teachers Pension (Teaching Staff)
- Generous holiday entitlement from your first day of employment (28 days holiday rising to 30 days after 5 years' service + Paid Bank Holidays FTE) (Support Staff)
- Access to health and wellbeing support via Occupational Health
- Cycle to work scheme
- Access to our Institute of Education and fantastic opportunities to help you **grow, contribute** and **flourish** in your role and in the Trust.

Woodhey High School is dedicated to the safeguarding and wellbeing of students; all staff must share this commitment. The successful candidate will be required to undergo appropriate screening including Enhanced DBS check.

Please click on the following link to refer to SET [Safeguarding and Child Protection Policy](#)

We are looking for effective inter-personal and communication skills, evidence of successful leadership and a desire to work through a team approach. Equally important will be a set of values which matches our own and a constructive attitude to externally imposed change.

We shall be delighted to consider your application if you decide to apply and wish you the best of luck if you choose to do so. Applicants are asked to complete an application form and write a letter of application to the Headteacher of no more than 2 sides of A4, (minimum text size 11 Arial), outlining your experience relevant to the post and stating why you feel you would be suitable for the post

For an informal discussion and further information about the post, please call (01706 825215) or email (Souter.j@woodhey.bury.sch.uk) the Headteacher's PA, Julie Souter, who will arrange for the Headteacher, Brian Roadnight, to contact you. Three dates have been organised for potential candidates to visit the school:

- Wednesday 11th May 2022 – 10.00 am to 12.00 pm
- Friday 13th May 2022 – 2.30 pm to 4.30 pm;
- Monday 16th May 2022 – 8.30 am to 10.30 am;

Please contact Julie Souter (see above) to book in if you intend to visit the school. This is not part of the recruitment process, and you may not wish to do so under the current lockdown, but we acknowledge that you may prefer to visit the school before applying.

Further details and application forms can be found under About Us/Job Vacancies the school website: <http://www.woodhey.bury.sch.uk> or the Shaw Education Trust Website: <http://www.shaw-education.org.uk/careers>

Should you wish to apply, please return your completed application to Souter.j@woodhey.bury.sch.uk

Closing Date: Thursday 19th May 2022

Shortlisting: Friday 20th May 2022

Interview: Tuesday 24th May 2022 and Wednesday 25th May 2022

