



CANDIDATE PACK

Deputy Headteacher



Start date:
ASAP

Location:
Old Homesdale
Road, Bromley
BR2 9LJ



About Us

Bromley Beacon Academy (BBA) is a member of London South East Academies Trust, a MAT consisting of schools which are a mix of special, alternative and main stream provisions. BBA converted to academy status in February 2016 and is designated as a Social Emotional Mental Health (SEMH) school, located on three sites in the London Borough of Bromley, namely, Midfield (BTAM -KS1), Orpington (BBAO - KS2&3) and Bromley (BBAB - KS4&5) of Bexley.

At the Bromley campus (BBAB), we cater for 14-19 year olds with a focus on embedding core skills in addition to vocational qualifications including, Music, Food Studies, Construction and Motor Bike.

**BROMLEY
BEACON
ACADEMY**





About the Trust

Our school is part of London South East Academies Trust - a multi academy trust sponsored by London South East Colleges. In 2024 the Trust was formally recognised and awarded as the TES Small Trust of the Year.

Our vision is to create a future where every child, in every school, can flourish every day.

- Give all children an inspirational school offer
- Ensure the educational achievement of every child and young person entrusted to us.
- Have a relentless focus on accelerating learning
- Reward ambition and high aspirations through all of our schools

Read more on the trust website:
LSEAT.co.uk



Bromley Beacon Academy strives to develop pupils who are responsible and respectful with a strong moral purpose. SMSC supports this development so that our pupils become life-long learners, who play constructive roles as citizens in our diverse and multi-cultural society.

Values

Relationship

Integrity

honesty

Trust

Teamwork

Job Description

Job title: Deputy Headteacher

Salary: L14 to L18 on the Outer London Payscale

Contractual Hours: 25 Hours

Position Status: Permanent

About our Vacancy:

We are seeking an exceptional and inspiring Deputy Headteacher to join Bromley Beacon School, a specialist SEMH provision for pupils aged 14–18. This is a key leadership role, offering the opportunity to shape and drive outstanding practice in a setting dedicated to supporting young people with social, emotional and mental health needs.

The successful candidate will demonstrate a clear passion for inclusive education and a deep commitment to improving outcomes for vulnerable learners. They will be a highly motivated and reflective leader, able to work collaboratively with staff, pupils, families and external agencies to create a positive, calm and nurturing environment in which all pupils can thrive.

You will play a pivotal role in leading teaching and learning, developing staff practice, and ensuring a culture of high expectations, strong relationships and consistent approaches to behaviour and wellbeing across the school.

We are looking for a resilient and compassionate leader who can inspire others, model excellent practice, and contribute strategically to the continued development of the school.

Bromley Beacon Academy is an all through Social, Emotional and Mental Health School (SEMH) in Bromley, offering a specialist educational provision to pupils in Key Stages 1 to 5 who have an EHCP or Statement for SEMH as their primary need. The school converted to an academy in February 2016 and joined London South East Academies Trust. London South East Academies Trust, part of the Elevare Group, is a thriving multi-academy Trust consisting of schools offering special, mainstream and alternative provision.

We offer a comprehensive and bespoke CPD programme throughout the year and have a good record of upskilling staff at all levels.



Job Description

Main purpose of the role:

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 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.

If the Headteacher is absent, the Deputy Headteacher will deputise, as directed by the governing board.

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



Our Deputy Headteacher will need:

- Previous involvement in a school improvement journey to be able to support the Headteacher to bring about the rapid raising of standards in teaching and learning for our children.
- The ability and flexibility to be able to support the Headteacher to drive the school forward while responding to a rapidly changing and complex environment.
- Leadership and interpersonal skills, with the ability to engage, influence and gain the commitment of all stakeholders to achieve the best outcomes for our children.

Duties and Responsibilities:

- In co-operation with, and under the direction of, the Headteacher and Governors – to:
- Support and secure the commitment of others to the vision, ethos, direction and policies of the school;
- To undertake any professional duties reasonably delegated by the Headteacher which will include activities outside of normal school working hours;
- Play a leading role in the school development plan and school self-evaluation planning process, and to take sole responsibility for appropriately designated aspects of it;
- Work in partnership with the Headteacher in managing the school through strategic planning and the formulation of policy and delivery of strategy, ensuring management decisions are implemented;
- Attend Senior Leadership Team meetings and report back to staff when necessary; support the evaluation of the effectiveness of the school's policies and developments;
- Lead by example when implementing and managing change initiatives; promote a culture of inclusion within the school community where all views are valued and considered;
- Ensure that parents are well informed about the school curriculum, its targets, pupils' progress and attainment and their part in the process of improvement;
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school including fulfilling the role of Deputy Designated Safeguarding Lead as and when required;
- Work with the Headteacher and Governors in establishing priorities for expenditure and monitoring the effectiveness of spending and usage of resources;
- Lead regular reviews of school systems to ensure statutory requirements are being met and improved on where appropriate;
- Promote and deliver effective communication with all staff and stakeholders of the school;
- Working with the Headteacher, undertake key activities related to professional, personnel and HR issues;
- Ensure a consistent approach to standards of behaviour, attendance and punctuality is implemented across the school; working with the Headteacher, ensure the day-to-day effective organisation and running of the school, including the deployment of staff as appropriate to make the most effective use of their skills, expertise and experience and to ensure that all staff have a clear understanding of their roles and responsibilities.

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 school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties;**
- **Work successfully with other schools and organisations both within the Trust and externally;**
- **Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all students**

Entitlement:

The Headteacher and Governing Body are fully committed to ensuring the professional effectiveness of the Deputy Headteacher in this role through:

- **The provision of leadership and management time;**
- **Support for the provision of professional development opportunities. The Deputy Headteacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.**

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 postholder may be required to do other duties appropriate to the level of the role.

General Requirements:

Safeguarding: Demonstrate a clear commitment to safeguarding and promoting the welfare of children and young people, adhering to all policies and statutory guidance, and reporting concerns promptly in line with our procedures.

Equity, Diversity and Inclusion: Promote an inclusive culture that values diversity, ensures equality of opportunity, and challenges discrimination in all its forms.

Health and Safety: Take reasonable care for your own health and safety and that of others, complying with all relevant policies, procedures and risk assessments.

STARS Values: Consistently model and promote the our STARS values, contributing positively to our culture and reputation.

Sustainability: Support our commitment to environmental sustainability through responsible use of resources and sustainable working practices.

This job description may be amended at any time following discussion between the Head Teacher, Senior Leader and member of staff, and will be reviewed annually.

The scope of this profile reflects the needs of the academy at the present time; it is not intended to be a fully inclusive or exhaustive list. The post holder may therefore be expected to work flexibly and perform such other duties other than those given in the job description.

The particular duties and responsibilities attached to the post may vary from time to time without changing the general character of the duties or the level of responsibility entailed. The profile will be subject to continuous review as the needs and requirements of the academy change over time.

Person Specification

Education and Qualifications	Essential	Desireable
Qualified teacher status or QTLS	√	
Honours Degree	√	
Evidence of recent and relevant further professional development	√	
Higher degree or NPQH or commitment to achieve NPQH or equivalent within two years		√
Knowledge and Experience	Essential	Desireable
Understanding of current trends and policies in education	√	
Senior Leadership Team experience in a Secondary school	√	
Successful teaching experience in at least two secondary schools or a significant variety of roles in the same school	√	
Leading teams effectively	√	
Evidence an ability to manage change	√	

Person Specification

Proven track record in implementing strategies and interventions to rapidly raise achievement and standards	√	
Effectively tackling under performance in staff and students	√	
Developing and implementing school wide systems such as School Self Evaluation and Appraisal	√	
Effective working with variety of stakeholders such as students, parents, governors and the wider community	√	
Curriculum and/or timetabling experience		√
School Development and Improvement planning within a primary school		√
Skills and Competencies	Essential	Desireable
Outstanding classroom teacher and role model for others	√	
Able to inspire, challenge and motivate others	√	
Strategic planning and thinking	√	

Person Specification

Anticipate problems, develop creative solutions	√	
Set and achieve ambitious, challenging goals and targets for self and others	√	
Listen to and reflect on feedback from others	√	
Excellent presentation skills	√	
High level of oral, written and ICT skills	√	
Able to build and maintain positive relationships with individuals and groups	√	
Ability to manage change, conflict and empower others	√	
Prioritise, plan and organise self and others	√	
Good reasoning powers and ability to make balanced judgements in a variety of situations	√	
Use of Data including ability to analyse and form action plans		√
Ability to represent school at a local, regional and national level		√

Collaboration with others within and beyond the school		√
Drive and Ambition	Essential	Desireable
Ambitious for the school and self	√	
Aspiration to Headship within three to four years	√	
Relentless optimism	√	
Genuine concern for the welfare of staff and students	√	
Personal Qualities	Essential	Desireable
Able to work under pressure and manage own stress	√	
Willing to accept the demands and challenges of the post and respond in a flexible manner	√	
A strong sense of loyalty, integrity, enthusiasm and dynamism		√

A strong sense of professionalism, commitment to upholding standards and setting an appropriate example		√
Have a commitment to the involvement of parents, Governors and the wider community in the work of the school		√

This job description may be amended at any time in consultation with the postholder.

What we offer

- Friendly, enthusiastic, delightful pupils and students who teach us something new every day
- A committed and caring staff team who support and develop each other
- A proactive and supportive SLT who are actively mindful of workload
- A collaborative approach to planning and problem-solving
- A comprehensive induction and an ongoing extensive CPD programme
- Opportunities to develop your skills and talents
- Small class sizes with high staff/pupil ratio
- Free parking on site
- Advantages of belonging to a multi-academy trust, e.g. discounts on gym and wellbeing services, access to free and confidential Occupational Health and Employee Assistance Programmes
- Excellent Pension Schemes - Including employer contributions to the Teachers' Pension Scheme, Local Government Pension Scheme, or Nest.
- Professional Development - Access to high-quality training, leadership development, and career progression opportunities
- Employee Assistance Programme - Providing free, confidential support.
- Travel Support - annual season ticket loan and cycle-to-work scheme.
- Well-being and Lifestyle Benefits - including access to gym discounts, discounts in our in-house college restaurant, and reduced-price hair and beauty treatments.
- Free Onsite Parking - available at our schools.
- Free mortgage and financial advice - Get 15% off wills with Radnew and Mortgages.



How to apply

If you wish to discover more about this exciting opportunity, request a copy of this candidate pack or an application form, please view our vacancies page [here](#).

