

CANDIDATE PACK

Deputy Headteacher



Start date:
ASAP

Location:
The Ridge,
Hastings,
East Sussex,
TN34 2AE

About Us

At East Sussex Academy we aim to ensure continuity and care for pupils during this transition, as we begin an exciting journey of improvement. We are committed to delivering high quality education for pupils, many of whom have had challenging experiences in mainstream settings and need support and encouragement to access learning. Ahead of the school's transfer into LSEAT (at which point it will officially become East Sussex Academy) we are already implementing some bespoke provision and services to support young people and schools across the county.





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.org.uk

Job Description

Job title: Deputy Headteacher

Salary: L14 to L18 on the Rest of England Payscale

Contractual Hours: 32.5 Hours

Position Status: Permanent

About our Vacancy:

We are seeking an exceptional and inspiring Deputy Headteacher to join East Sussex Academy, Hastings.

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.

We are the newly commissioned Alternative Provision in East Sussex for pupils who have been permanently excluded from school or are at high risk of permanent exclusion.

Our school is based across three sites: this post is for our Hastings site.

We are looking for enthusiastic, kind, caring, resilient and dedicated people to join our team.

We will offer induction training for new staff and provide ongoing CPD for our team in order to ensure we are at the forefront of educational thinking, with the children at the heart of all we do. We are committed to safeguarding children; successful applicants will be required to undertake an enhanced DBS check

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.

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	√	

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](#).

