



CANDIDATE PACK

Deputy Headteacher – Opportunities at Two Sites



Start date:
January 2027

Location:
Queens Road
Walton on Thames
Surrey
KT12 5AB

Start date:
April 2027

Location:
Hurst Road
West Molesey
Surrey
KT8 1QW



About Us

Walton Leigh is a special school for young people aged 11 to 19 with severe and complex learning difficulties.

We are a positive, welcoming school and we endeavour to provide a happy and caring environment where your child can flourish.

We will make sure your child is valued and supported in every way. We have a positive ethos, love celebrating achievement and always have high expectations!

We provide excellent opportunities to develop your child's communication skills and personal and social development.

We strive to deliver outstanding teaching and your child's class teacher will support and guide them to be as independent as possible.

WALTON
LEIGH
SCHOOL



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LEIGH
SCHOOL



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

LONDON
SOUTH EAST
ACADEMIES



TRUST

Working together to create an environment in a secure, stimulating atmosphere.

Promoting independence where self-esteem and mutual respect are fostered and effort and achievement celebrated in the pursuit of excellence.

Values

Responsibility

Friendship

Happiness

Honesty

Care

Respect

Love

Confidence

Cooperation

Belonging

Thoughtfulness

Patience

WALTON
LEIGH
SCHOOL



Job Description

Job title: Deputy Headteacher

Salary: L18 to L21 on the Fringe Payscale

Contractual Hours: Full Time

Position Status: Permanent

About our Vacancy:

We are seeking an exceptional and inspiring Deputy Headteacher to join Walton Leigh School, a welcoming and ambitious special school for young people aged 11–19 with severe and complex learning difficulties. This is a pivotal leadership role, offering the opportunity to shape and drive outstanding practice in a school where every pupil is valued, supported and empowered to achieve their full potential.

The successful candidate will demonstrate a clear passion for inclusive education and an unwavering commitment to improving outcomes for children and young people with complex additional needs. They will be a highly motivated, reflective and compassionate leader who works collaboratively with staff, pupils, families and external professionals to ensure every learner flourishes within a positive, caring and nurturing environment.

You will play a key role in leading teaching and learning, developing staff expertise and embedding consistently high-quality practice across the school. Working alongside the Headteacher and senior leadership team, you will help to foster a culture of high expectations, continuous improvement and shared responsibility, where pupils are encouraged to develop confidence, independence and the skills they need for life beyond school.

We are looking for a resilient and inspirational leader who shares our vision and values, models excellence in all aspects of school life, and is committed to ensuring that every child feels respected, included and able to succeed. This is an exciting opportunity to make a lasting impact within a school community where relationships, wellbeing and achievement are at the heart of everything we do

We are committed to investing in our staff and recognise that high-quality professional development is key to achieving the best outcomes for our pupils. We offer a comprehensive and bespoke CPD programme throughout the year, providing opportunities for colleagues at every stage of their career to develop their expertise, enhance their leadership skills and progress professionally within our Trust.

The school provides a nurturing, inclusive and aspirational learning environment where every pupil is supported to develop the skills, confidence and independence they need to achieve their full potential. Walton Leigh School is part of London South East Academies Trust, a member of the Elevare Group, a thriving multi-academy Trust comprising specialist, mainstream and alternative provision schools committed to delivering exceptional education and improving outcomes for all learners



About the vacancies

We will have two Deputy Headteacher vacancies in the 2026/27 academic year.

- Deputy Headteacher at Queens Road, Hersham. From January 2027
- Deputy Headteacher at Hurst Road, Molesey*. From April 2027

*We are very excited to be expanding our school with the opening of a satellite site in a new building at Hurst Road, Molesey for up to 70 students.

The site will be ready for students in September 2027, and we will start preparing for this opening from Easter 2027.

The newly appointed Deputy Headteacher will be instrumental in this planning.



Job Description

Main purpose of the role:

- To assist the Headteacher in providing vision and leadership for the school, creating, maintaining and developing conditions that enable effective learning;
- Implement the aims of the school in accordance with the policies of the Trust so that the school's mission, vision and values are fulfilled;
- To take full responsibility for leading and managing significant aspects of the school, under the overall direction of the Headteacher.
- To take full responsibility for managing the school, when the Headteacher is off-site/spilt between two sites.



Leadership and Management

- Work with the Headteacher and leadership team colleagues to develop a strategic view for the school and site; analyse and plan for future needs and development within the local, national and international context.
- Work with the Headteacher in formulating the School Development Priorities (SDP) and Self-Evaluation Form (SEF) along with the Academy Board and other senior staff.
- Work with the Headteacher and senior staff to manage all operational aspects of the site safely, efficiently and effectively and deputise for the Headteacher as appropriate;
- Lead by example, provide inspiration and motivation, and embody; for the pupils, staff, Academy Board and parents and carers, the vision, purpose and leadership of the school.
- Contribute to an ethos, educational vision and direction of the school, which secures effective teaching, successful learning and achievement by pupils and sustained improvement in their spiritual, moral, cultural, mental and physical development, preparing them for the opportunities, responsibilities and experiences of the next stages in their education; to communicate and secure the commitment of parents and the wider community to the vision and direction of the school.
- Contribute to and implement the strategic plan, which identifies priorities and targets for ensuring that pupils achieve high standards and make progress, increasing teachers' effectiveness and securing school improvement.
- Ensure that all those involved in the school are committed to its aims, motivated to achieve them, and involved in meeting long, medium and short-term objectives and targets, which secure the educational success of the school.

Teaching and Learning

- Work with the Headteacher, and leadership team colleagues to secure and sustain effective teaching and learning, monitor and evaluate the quality of teaching and learning and progress of pupils.
- Create and maintain an environment and a code of behaviour which promotes and secures good teaching, effective learning, high standards of achievement, good behaviour, respect and discipline, and which enables staff to meet the standards and expectations set out in the Trust's Staff Behaviour Code of Conduct.
- Determine, organise, implement and assess the impact of the curriculum and system of assessment; monitor and evaluate them in order to identify and act on areas for improvement.
- Ensure that improvements in literacy and numeracy, communication, independence, personal and life skills are priority targets for all pupils.
- Ensure that effective, appropriate well-being support is available to pupils;
- Monitor and evaluate the quality of teaching and standards of learning and achievement of all pupils, in order to set and meet holistic, challenging and realistic progress targets.
- Develop effective links with the local community, to further extend the curriculum, broaden experiences for the pupils and enhance teaching and learning.
- Create and maintain an effective partnership with parents and carers to support and improve pupils' achievement, personal development and to broaden and enhance experiences.

Leading and Managing Staff

- Work with the Headteacher and leadership team colleagues in taking responsibility for specific aspects of managing, leading, motivating, supporting, challenging and developing of staff in order to ensure exceptional provision.
- Maximise the contribution of staff to improving the quality of education provided and standards achieved and ensure that positive, respectful and constructive working relationships are formed between staff and pupils.
- Allocate, support and evaluate work undertaken by groups, teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities.
- Implement and sustain effective systems for the management of staff performance, incorporating appraisal and targets for teachers;
- Motivate and enable all staff in their school to carry out their respective roles to the highest standard, through high quality CPD based on assessment of their development needs;
- Lead professional development of staff through example; support and co-ordinate the provision of high quality professional development by methods such as coaching and mentoring, drawing on other sources of expertise where appropriate, for example, specialist teachers across the Trust and in other schools, LAs and confederations / associations;
- Ensure that new to SEN, trainee and newly qualified teachers are appropriately trained, monitored, supported and assessed in relation to the standards for Qualified Teacher Status and standards for induction;
- Safeguard their own well-being and sustain their own motivation and that of other staff.

Effective Development Of Staff And Resources

- Work with the Headteacher, other senior staff and the Academy Board to recruit staff of the highest quality;
- Manage and organise the learning environment efficiently and effectively to ensure that it meets the needs of the curriculum and adheres to health and safety regulations;
- Manage, monitor and review the range, quality, quantity and use of all available resources in order to improve the quality of education, improve pupils' achievements and support their development, ensure efficiency and secure value for money

Accountability

- Assist the Headteacher in accounting for the efficiency and effectiveness of the school to the Academy Board and others, including pupils, parents, staff, local employers and the local community.
- Provide information, objective advice and support to the Academy Board as appropriate to enable it to meet its responsibilities for securing effective safeguarding, teaching and learning and improved standards of achievement, and for achieving efficiency and value for money.
- Contribute to the creation and development of an organisation in which all staff recognise that they are accountable for the success of the school.
- Contribute to the presentation of a coherent and accurate account of the school's performance in forms appropriate to a range of audiences, including the Trust, the Academy Board, the SIP, the local community and Peer to Peer evaluation partners to enable them to play their part effectively.
- Contribute to ensuring that parents and carers and pupils are well informed about the curriculum, attainment and progress, and about the contribution that they can make to achieve the school's targets for improvement.

Safeguarding

- To act as Designated Safeguarding Lead (DSL) for the School and undertake regular training
- Have due regard for the well-being of pupils, working to the procedures and requirements of the Trust and Local Safeguarding Partnership.
- Work closely with Deputy DSLs, Home School Liaison Worker, nurses and external agencies in monitoring and reporting of safeguarding concerns;
- Ensure that any Child Protection concern is reported appropriately and follow up is effective
- Ensure the welfare of pupils is safeguarded, all safeguarding policies and procedures are followed and national / local legislation is adhered to, to protect all pupils within our community.
- Ensure that all staff are aware of their responsibilities in relation to Child Protection matters

This job description may be amended at any time following discussion between the Headteacher and member of staff.

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 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.

Person Specification

Education and Qualifications	Essential	Desireable
Qualified teacher status or QTLS	√	
Evidence of further study or qualification relevant to the post		√
Additional SEN qualification or experience	√	
Knowledge and Experience	Essential	Desireable
Recent, significant and successful experience as a teacher in the specialist education	√	
A thorough knowledge of the special school curriculum, including recent developments and initiatives	√	
In depth knowledge and understanding of behaviour difficulties in children and appropriate strategies for their management	√	
Experience of effective contribution to school improvement as a member of a leadership team	√	
Significant and successful experience of leading aspects of the curriculum at whole school level	√	
Experience of detailed analysis of pupil assessment data to inform teaching and learning	√	

Ability to prioritise competing demands	√	
Experience of developing and leading staff development programmes	√	
The ability to use data to monitor and evaluate the overall performance of the school	√	
The ability to provide professional support to staff	√	
Clear commitment to raising standards of achievement through self-evaluation and the further development of learning and teaching	√	
Skills and Competencies	Essential	Desireable
The ability and confidence to act on behalf of the Headteacher in their absence	√	
Excellent communication skills working with children, parents/ carers, colleagues and outside agencies	√	
The ability to develop professional, supportive relationships with parents/carers for the benefit of pupils	√	
The ability to remain calm and confident when dealing with challenging behaviour	√	
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The ability to lead and work as part of a team	√	

Other Qualities	Essential	Desireable
Be committed to equality of opportunity for all	√	
Maintain professional boundaries at all times and observe / uphold the values and ethos of London South East Academy Trust	√	
Be highly motivated and able to work under pressure.	√	
Be able to inspire and motivate staff and pupils	√	
Be creative and have the courage to take risks for the benefit of the children / young people	√	
Have a commitment to the involvement of parents, Trustees and the wider community in the work of the school	√	
Ability to form and maintain appropriate relationships and personal boundaries with children and young people.	√	
An understanding of, and commitment to, the School's Equality and Diversity policies	√	
An understanding of, and commitment to, the School's Health and Safety Policies	√	
A commitment to safeguarding and promoting the welfare of children and young people	√	

The scope of this profile reflects the needs of the school 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 school change over time.

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
- 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.
- 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 either of these exciting opportunities, request a copy of this candidate pack or an application form, please view our vacancies page [here](#).

