



Academies Trust

Co-op Academy Delius
Deputy Headteacher with SENco
Responsibilities



Do what matters most

Welcome

Dear Applicant,



I am delighted that you are interested in the role of Deputy Headteacher at Co-op Academy Delius.

Co-op academy Delius is a Primary Special school for pupils aged 2-11yrs in the city of Bradford. The academy is based across two sites, one in BD3 and one in BD7.

This fantastic opportunity to join our ambitious and successful leadership team has arisen due to the retirement of one of our current Deputy Headteachers who has been in post since 2011.

Following a recent positive Ofsted inspection in September 2023, it is an exciting time to join our school as we continue on our journey to become an outstanding school where children and young people can thrive and achieve their full potential.

We are looking for talented and dedicated individuals who can support our ambitious vision for the future.

I look forward to receiving your application to join our team of staff who are committed and have the drive to provide the highest quality of education, environment and experiences for the exceptional pupils who attend our academy.

Our academy is full of incredibly talented pupils and staff who are seen and known as individuals and I encourage you to explore our website to learn more about our academy which is a truly amazing place to learn or work.

If you would like to visit or discuss the role informally with myself, please contact Angela Malloy in the first instance on 01274 666472 or via email angela.malloy@coopacademies.co.uk to arrange.

With best wishes

Emma Hardaker

Headteacher

Our Co-op Academies Trust

Dear Applicant,

Thank you for showing interest in our academy and our Trust.

The Co-op Academies Trust is a multi-academy trust operating across three hubs: Greater Manchester; West Yorkshire; and Staffordshire and Merseyside. We currently have 33 schools across the regions including secondary, primary and special schools plus a sixth form college. This makes us one of the most diverse multi-academy trusts in England.



The Co-op Academies Trust is governed by a very experienced Trust board consisting of senior members within education and business; about half the members work in senior leadership positions within all areas of the Co-op. Our Trust has a commitment to deliver a three-year strategic plan, developed in 2022, which gives a strong direction of outcomes needed in all areas, community impact and a moral code of practice for all members of Co-op Academies Trust to adhere to.

All our academy governing councils have a Chair of Governors from the Co-op as well as two to four Sponsor Governors. Each hub is led by a Regional Director - a proven leader of schools and an outstanding practitioner with a track record of improvement in education.

Within our leadership team, we have a National Leaders of Education (NLE) and a former NLE. We have a well-developed school improvement offer, including access to 18 different specialist directors. We have the full support of the Co-op who offer a range of services to all our academies, including enrichment opportunities, seconded staff, resources and expertise in the areas of education that overlap with commerce.

Most of our academies have a history of being in very difficult circumstances with many of them serving deprived communities. As well as bespoke individual plans to support academies, we offer school improvement strategies across the Trust that includes school-to-school support, links to external sources of expertise and internal directors. We want the very best for our academies and the diverse communities we serve, with the highest of ambition and aspiration for all students.

Throughout all of our academies you will clearly see our strong core vision and values called the Ways of Being, giving the Trust an ethical code that every stakeholder buys into and engages with.

Good luck with your application and thank you for considering Co-op Academy Trust as the next stage in your career.

Best wishes, **Dr Chris Tomlinson** | [Chief Executive Officer](#)

Our Co-op Values

All our values are based upon the values of the Co-op Group which will inform our behaviours.

- **Self-help:** We do not expect to be spoon fed – we will try to do things for ourselves in the right way and at the right time.
- **Self-responsibility:** Everyone should act in a responsible way around the academy site and in the local community. We take responsibility for our own learning; we want to become independent learners. Self-help; Self-responsibility; Democracy; Equality; Equity; Solidarity.
- **Equality:** We are proud to be part of a very multicultural academy, with students from all over the world; it is important that we treat each other with respect and accept that others may be different from ourselves. We should all have equal chances to succeed.
- **Equity:** We want to look for the best in each other. Rewarding others fairly to encourage all types of achievement.
- **Democracy:** We will contribute our ideas to make the academy a success.
- **Solidarity:** We can achieve more by working together, rather than as individuals.



We strive to demonstrate the following ethical values in everything we do:

Openness – we believe in being open with colleagues in our schools and beyond, children and their families, sharing information and ideas to raise standards and life chances

Honesty – we act in a professional and respectful manner in our dealings with everyone

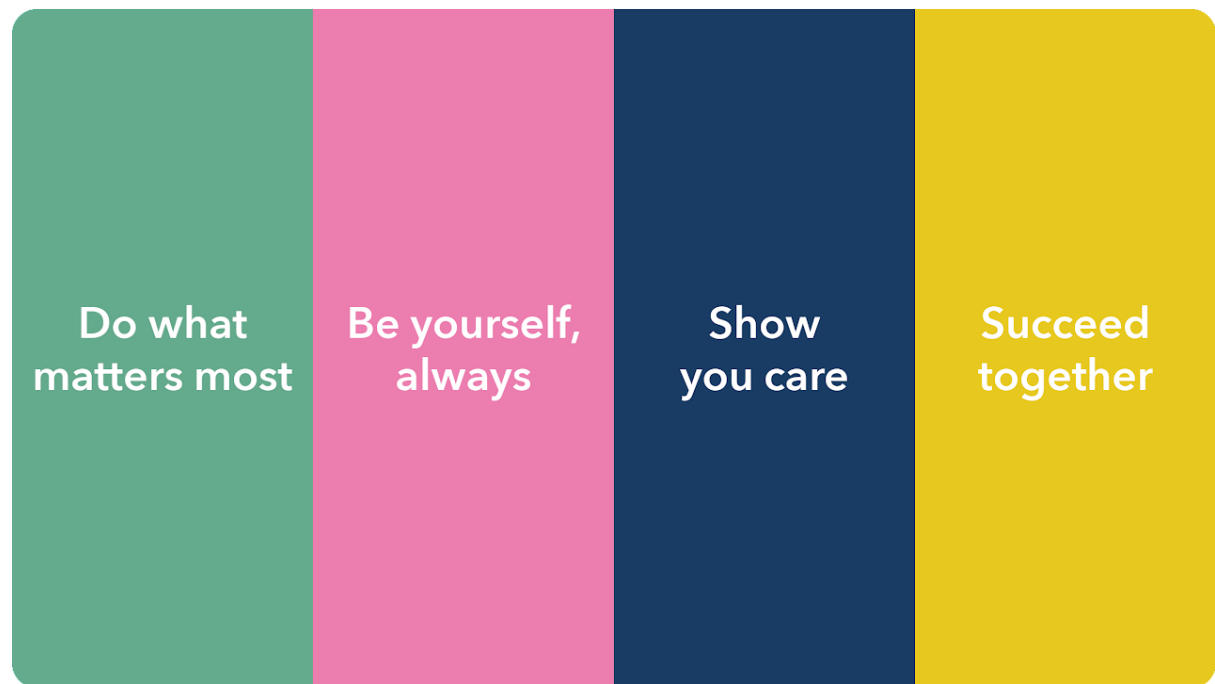
Social responsibility – we maximise our impact on the people in our communities while minimising our footprint on the world

Caring for others – we treat everyone as we wish to be treated ourselves, understanding that children only have one childhood



Show you care

We use our simple 'Ways of Being Co-op' to demonstrate our values:



Deputy Headteacher with SENco responsibility (Permanent)

Salary / grade range	£66,627 - £73,509/L15 - L19
Location	Co-op Academy Delius
Reports to	Headteacher

Purpose of role:

To assist the Headteacher with the management and organisation of the school in seeking to achieve the highest quality education and to ensure the highest possible standard of pupil achievement and school efficiency and to deputise in the absence of the Headteacher, both at short notice and over a longer term.

Key accountabilities (and specific duties / responsibilities):

- Deputise for the Headteacher in their absence, acting in accordance with the Head of Academy's Standards 2020 and under the direction and support of the Co-op Academies Trust
- Inspire, motivate and influence colleagues and pupils, in securing the highest standards of education and raising outcomes for pupils
- Lead by example and be dedicated to working and succeeding as a team
- Have high expectations and be accountable for raising standards through leadership of academy improvement areas
- Engage all relevant stakeholders collaboratively in the development of the provision
- Demonstrate effective and creative leadership of teams in order to secure sustainable academy improvement

- Provide strategic leadership across the academy for delegated areas of responsibility ensuring these areas are prioritised and effective
- Identify and develop colleagues, supporting them to develop professionally and prepare them for future success in their career
- Promote and model the principles of the academy and Trust's 'ways of being'.
- Professionally and dynamically implement the policies of Co-op Academies Trust under the guidance of the Human Resources department
- Be a Deputy Designated Safeguarding Lead (DDSL) for safeguarding and child protection in line with the expectations of Keeping Children Safe in Education (KCSIE)

Core Duties

- Be a key member of the senior leadership team in order to support strategic development
- Develop plans that contribute to the overall Academy Development Plan
- Develop, implement and maintain whole academy consistent strategies that support the delivery of a high quality standard of education and achieves positive outcomes for all pupils
- Provide access to expertise and professional development for staff, through formal and informal approaches to training and CPD
- Lead and develop a team in order to raise attainment and secure academy improvement.
- To ensure that all statutory duties are undertaken effectively and in line with the Code of Practice related to the SENco role such as admissions, transition and annual reviews of EHCP's.
- Provide strategic leadership for outreach work undertaken by the academy.
- Strategically ensure that pupils have access to the provision/resources that they require to meet their needs as identified in their EHCP
- Lead by example and take a leading role in developing leadership in others, through the CPD programme
- Be an excellent role model for all members of staff and students and to maintain a positive and visible presence around the academy
- Comply with any reasonable request from the Headteacher to undertake work of a similar level not specified in this job description
- Ensure procedures are understood and followed in order to safeguard our students and colleagues
- Be responsible for the line management of leaders and teams as identified by the Headteacher

Specific Duties

- Be accountable for measuring, monitoring, evaluating and improving standards within the academy
- Fulfil the duty of a Deputy Headteacher to act as a 'Person in Charge' by managing daily operations

when necessary

- Ensure that there is a robust team approach to quality assurance and that it leads to improved outcomes
- Develop the distributive leadership model and maximise the contribution and collaboration of all staff
- Lead on admissions and transitions within the academy, working collaboratively with the Local Authority and other agencies to do so
- Lead on ensuring effective and efficient systems are in place to ensure annual reviews of EHCP's are undertaken and as a result pupils needs are met and provision is in place.
- Implement systems and processes to enable the academy to have the resources in place to meet pupil needs
- Work collaboratively with external agencies and the wider community to ensure the holistic needs of pupils are met
- Lead an outreach programme which supports and improves provision for mainstream SEND pupils within the Trust and the Local Authority Area.
- Work collaboratively with our Trust to secure an exceptional quality of education for pupils

Professional expectations

- Prioritise systems in the academy that secure outstanding safeguarding
- Demonstrate consistent compliance with academy policies, codes of conduct etc.
- Consider all staff's interests equally & respond to staff fairly and with regard to academy priorities
- Use all means to overcome barriers to pupil progress
- Support the professional development of colleagues
- Participate in professional development opportunities
- Model the Ways of Being Co-op for staff and students in their areas of responsibility:
 - Do what matters most
 - Be yourself always
 - Show you care
 - Succeed together

Personal attributes required (based on job description):

Criteria	Essential Qualities	Desirable Qualities
Qualifications	<ul style="list-style-type: none"> ● Degree level qualification or equivalent ● Qualified Teacher Status (QTS) or other recognised teaching qualification ● Evidence of additional recent and continuing professional development related to SEND 	<ul style="list-style-type: none"> ● SEN Co-ordination qualification, or a willingness to complete within 3 years of appointment
Experience	<ul style="list-style-type: none"> ● Significant successful experience in leadership and management within a special school context ● Successful experience of monitoring, evaluating and improving provision within a specialist setting ● Experience of successfully challenging underperformance of staff and pupils ● Successful experience of developing, implementing and leading strategies for academy improvement ● Successful experience of managing change in a specialist educational setting ● Successful experience in the leadership of teams ● Evidence of delivering continuing professional development to staff ● Experience of working with outside agencies in order to improve outcomes for pupils, their families and the academy ● Experience working strategically with a range of stakeholders including parents, members of the community and Governors to improve engagement and outcomes for pupils 	<ul style="list-style-type: none"> ● Experience of working within a multi academy trust ● Experience of being an effective member of the safeguarding team with an aspiration to become a DSL. ● Experience of working closely with and under the guidance of the Human Resources department implementing policy successfully to support the academy and its stakeholders ● Experience of strategically implementing successful pupil admissions and transitions in line with The Code of Practice ● Successful experience of coordinating and quality assuring reviews of Education Health and Care

	<ul style="list-style-type: none"> • Substantial experience of securing excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and pupil well being 	<p>Plans at a whole school level adhering to the Code of Practice</p> <ul style="list-style-type: none"> • Experience of working with a range of agencies/professionals to ensure that accurate provision is provided and outlined in Education Health and Care Plans and resources are available • Experience of outreach work
<p>Skills and Knowledge</p>	<ul style="list-style-type: none"> • A secure understanding of leadership and the contribution it makes to school improvement. • High level organisational and management skills. • The ability to communicate vision and strategy effectively and persuasively in a variety of contexts. • The ability to evaluate colleagues' work and provide supportive feedback securing improvement • Possesses the ability to identify emerging talents, and the drive and commitment to coach current and aspiring leaders in a climate where excellence is the standard • An understanding of issues related to 	<ul style="list-style-type: none"> • The ability to efficiently manage a budget related to the roles delegated responsibilities • A knowledge of Britain's minority cultures and a commitment to learn about all Bradford's communities.

	<p>improving the quality of provision and practice in schools</p> <ul style="list-style-type: none"> ● An understanding of strategies to improve communication skills, engagement and behaviour ● An understanding of developing effective intervention strategies in order to improve life chances and outcomes for pupils-with cognitive impairment and complex medical needs ● An understanding of equal opportunities in special and primary education ● An understanding of current educational issues and relevant legislation/guidance including KCSIE ● Skilled in the use of ICT and possessing understanding of its potential contribution to school provision and improvement ● A working understanding of the inspection framework and its implications for school leadership ● A clear understanding of the SEN Code of Practice and the ability to implement within practice ● An understanding of developing effective intervention strategies in order to improve life chances and outcomes for pupils with cognitive impairment and complex medical needs ● An understanding of factors supporting school improvement, and how to secure and sustain improvement 	
<p>Personal Qualities</p>	<ul style="list-style-type: none"> ● A proactive leader with the desire to be accountable for delegated areas of responsibility ● Personal impact and presence which communicates clear values and clear principles ● The ability to understand complex matters holistically and develop strategy to achieve coherence 	

	<ul style="list-style-type: none">• Emotional intelligence with the ability to recognise and manage stress effectively in self and others• Self-confidence and the ability appropriately to challenge the thinking of colleagues and others at all levels• Commitment to learning for self and the development of own skills and knowledge• The ability to inspire, enthuse and motivate all members of the school community• Openness, good humour, energy, enthusiasm and a sense of proportion• Commitment to professional development in self and others• Commitment to safeguarding pupils• Commitment to the principles of inclusive education• Resilience, self-motivation, stamina and the ability to undertake a variety of roles in a pressurised and demanding context	
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Wellbeing & Benefits

What we do here really counts and we offer a range of benefits and rewards to recognise the part you play in our success.

- Excellent opportunities for personal and career development within the Co-op Academies Trust
- We offer competitive salaries and access to the Teacher Pension Scheme
- Employee benefits such as; Co-op Colleague membership offering 30% off most branded products, reduced gym membership, cycle to work scheme, travel season ticket loans, 24-hour access to free money support, discounts on insurance, legal services, eye care, flu vaccine and much more
- Free access to a confidential 24/7 Employee Assistance Programme called Health Assured. This a free and confidential support service available to you whenever you need it. And, because we understand that your family's emotional wellbeing is just as important as your own, it's also available to your spouse or partner and any children over the age of 16 living at home with you.
- Effective, supportive and dynamic leadership
- A superb, school building with a wealth of resources
- A welcoming, friendly, supportive, effective senior leadership team
- Continuing professional development.

Succeed together

How to apply

Please complete the application form, which is available along with other supporting information on Delius website:

<https://www.deli.us.coopacademies.co.uk>

Completed applications should be submitted to hr-deli.us@coopacademies.co.uk

For an informal chat about the role and the academy, and/or to arrange a visit, please contact Delius Human Resources: hr-deli.us@coopacademies.co.uk

In line with our Safer Recruitment processes, appointment to this post is subject to an enhanced DBS disclosure.

Recruitment Timescales

Visit day at Delius: **17 April 2024 09.30am**

The closing date for applications is: **26 April 2024 09.00am**

Recruitment selection date: **10 May 2024**

Co-op Academy Delius

Our address at BD3:

Barkerend Road, Bradford, West Yorkshire, BD3 8QX

Telephone: 01274 666472

Our address at BD7:

Princeville Street, Bradford, West Yorkshire, BD7 2AH

Telephone: 01274 062580

Be yourself always

Ofsted September 2023

Please read our successful Ofsted Report, rated as "Good" here are just a few statements which we are particularly proud of:

Ofsted 2023

"Leaders at all levels ensure the curriculum is designed well to meet the needs of pupils with SEND. The ambitious curriculum clearly sets out the key knowledge and skills pupils will learn".

"Leaders at all levels ensure staff feel well supported".

"Staff feel equipped to support and teach pupils well.....They say that their workload is manageable and that they have job fulfilment".

"Leaders at all levels carefully consider ways to promote diversity and explore pupils' heritage..... The school is calm and orderly. As a result, pupils behave well".

Co-op Academies Trust is committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage or civil partnerships.

Co-op Academies Trust as an aware employer is committed to safeguarding and protecting the welfare of children and vulnerable adults as its number one priority. This commitment to robust recruitment, selection and induction procedures extends to organisations and services linked to the Trust on its behalf. This post is subject to an enhanced DBS check. We value variety and individual differences, and aim to create a culture, environment and practices at all levels which encompass acceptance, respect and inclusion. All our colleagues are expected to demonstrate a commitment to co-operative values and principles, and the Ways of Being Co-op.