



Deputy Headteacher

Carnforth School
Permanent
Full time



Carnforth School

Black Pear Trust

About Black Pear Trust

Welcome to the Black Pear Trust, rooted in the heart of Worcestershire. We are a dynamic and forward-thinking multi-academy trust where collaboration and innovation thrive. Since our establishment in 2014, we have been on a mission to transform education by fostering inclusive, high-quality learning environments where every child can excel.

Guided by our inspiring vision, "In unity; we broaden horizons, raise aspirations and impact generations," we work alongside a vibrant community of schools, educators, parents, and partners to create exciting opportunities for students. From nurturing curiosity to driving ambition, we ensure that every learner is empowered to reach their full potential.

With our growing family of schools, we cater for children age 2 - 18, each sharing a passion for excellence. We are shaping a brighter future for generations to come—right here in Worcestershire. Together, we're not just educating; we're inspiring!

Our Schools



About Carnforth

At Carnforth, we are a friendly, enthusiastic team dedicated to providing the best education for our children. We believe in the importance of strong relationships between colleagues, children, and parents, which helps our community thrive. As a progressive and innovative school, we have adapted our provision to meet our children's needs, emphasising the importance of play and ensuring everyone feels safe and valued.

Emma Pritchard Trust CEO

Miss Pritchards vast experience as a teacher and headteacher allows a fully child led trust strategy across all 8 schools.



Paul Prigg School Headteacher

Mr Prigg has been an integral member of the Carnforth team for many years, and our inspirational headteacher since 2023



Our Culture

At Black Pear Trust, we believe that care and compassion are the cornerstones of our educational culture. We are dedicated to nurturing not only the children in our schools but also our colleagues, fostering a supportive environment where everyone thrives. Our commitment to wellbeing extends beyond the classroom, creating a community where every individual feels valued and empowered. We pride ourselves on our authenticity and diversity. Bringing the spirit of the communities we serve into our schools to enrich every aspect of the educational journey.

Together, we build a brighter future for our children and a supportive workplace for our colleagues. The Black Pear Trust is where care meets excellence – we look forward to working with you!

Our Vision & Values

Our mission is to grow excellent learning communities together.

In order to achieve it we are guided by our overarching Trust vision:

In unity; we broaden horizons, raise aspirations and impact generations.



As a Trust we have 4 core values:

- Pride
- Excellence
- Achievement
- Respect

Which for our children translate to

- Proud to be me
- Enjoy Learning
- Achieve Success
- Respect for the World

Application Process

Please thoroughly read this information pack including the job description. If you think you would be a great fit for Black Pear Trust, complete your application via MyNewTerm. We shortlist our applicants using a standard matrix for clarity and equity. The top candidates will be invited to interview. Please monitor your emails as all communication will be via MyNewTerm, Successful candidates will receive a conditional offer of employment pending receipt of positive references, successful Right to Work checks and return of an acceptable DBS check and Child Barred List Check. Once all pre-employment checks have been completed and are compliant with our Safeguarding Policy, you will then receive an Employment Contract via email for signature. At Black Pear Trust, we place paramount importance on safeguarding the children in our care. For further information on our safeguarding policy including Right to Work and DBS/Barred list checks, please contact HR@blackpeartrust.org.

DEPUTY HEADTEACHER



Deputy Head Job Description

Job title: Deputy Headteacher

Responsible to: Headteacher

Hours of work: Full Time

Salary: Leadership Scale 5-8

At Carnforth School, we place strong relationships at the heart of everything we do. Our environment is welcoming, purposeful, and built on understanding the whole child. We strive to create meaningful experiences that help children understand themselves, their community, and the wider world, ensuring they are ready to make a positive contribution beyond school.

We are a vibrant, inclusive community where every child and family is known, valued, and supported to thrive. We believe that learning creates opportunities, and this belief shapes our entire approach. We are committed to fostering curiosity, ambition, independence, and resilience in our learners, supporting them to develop confidence and pride in both who they are and what they can achieve. We do this through an evidence informed approach creating an environment in which children feel safe and have a strong sense of belonging.

Carnforth offers the chance to join a dedicated, forward-thinking team who believe in creativity, inclusion, evidence informed practice, and the power of a rich, well-crafted curriculum to transform lives. Our work is purposeful, ambitious, and firmly rooted in the belief that every child can flourish.

General Duties

- Teaching on a part-time basis and undertaking all relevant duties of class teacher while acting in that capacity.
- Implementing, enforcing and exhibiting adherence to all school policies and procedures.
- Attending and contributing to all meetings of the staff cohort and the SLT.
- Planning and chairing meetings where necessary.
- Cultivating and sustaining effective positive relationships with all staff, pupils, parents, governors and stakeholders.
- Support the Headteacher in shaping and communicating the school's vision, values, and strategic direction.
- Contribute to the formulation, implementation, and evaluation of the School Development Plan.
- Lead whole-school initiatives, ensuring they are aligned with priorities for teaching, learning, behaviour, and pupil outcomes.
- Analyse school-wide data to inform decision-making and drive improvement.
- Lead safeguarding across the school
- Contributing to decisions on all aspects of policy in the school and supporting the organisation effectively day to day management of the school

Strategic Direction and School Development

- Contributing to the development of the school's vision, ethos, values and strategic direction.
- Contributing to the formulation, monitoring and implementation of the SDP.
- Supporting staff members to understand and adhere to the school's strategic direction.
- Keeping fully up-to-date with education policy, including relevant legislation, statutory guidance and good practice recommendations within the sector.
- Providing advice and support to the governing board to aid it in conducting its strategic responsibility.
- Contributing to annual budget planning and monitoring.
- Work closely with the Headteacher to articulate, model, and embed the school's vision, values, and culture.
- Ensure that all staff understand and align with strategic priorities, contributing to a unified, purposeful school community.
- Promote high expectations for inclusion, behaviour, achievement, teaching, attendance and professional conduct.

Leadership and Management

Supporting the headteacher:

- Assisting and supporting the headteacher in all functions of their role.
- Deputising for the headteacher in their absence.
- Undertaking duties as delegated by the headteacher.
- Working with the headteacher to ensure and uphold a clear system of task delegation and devolution of responsibilities for all staff.

School performance:

- Working with the headteacher to set targets, aims and objectives on a termly basis.
- Supporting staff to understand and meet the school's targets, aims and objectives.
- Evaluating the school's performance in relation to its targets, aims and objectives and working with the headteacher to adjust the school's practice in line with findings.

Staff management:

- Line managing staff as identified by the headteacher.
- Participating in the recruitment process for new staff members.
- Motivating staff in their roles and supporting them in aspects of their roles as necessary.
- Contributing to the professional growth plan process of staff as necessary, including evaluating performance and challenging underperformance.
- Working with the headteacher to ensure staff access CPD opportunities and supporting staff to access such opportunities.
- Contributing to audits of staff skills and training needs.
- Working with the head teacher to secure and provide effective training for staff members, e.g. through INSET days

Oversee Inclusion and Leadership of Attendance, Behaviour and Inclusion**Oversee Inclusion**

- Lead the school's inclusive ethos, ensuring every pupil—regardless of need, background or starting point—can access a high-quality education.
- Oversee strategic planning for SEND, EAL, disadvantaged pupils, and vulnerable groups, ensuring provision is equitable, ambitious, and compliant with statutory guidance.
- Ensure all staff understand their responsibility for inclusion by design by providing training, modelling best practice and embedding adaptive teaching across the curriculum.
- Work closely with the SENCO and curriculum teams to ensure early identification of need and coordinated support for pupils.
- Monitor the impact of interventions, support plans and adaptive strategies to ensure they lead to sustained improvement in progress, wellbeing and engagement.

Leadership of Attendance and Punctuality

- Lead whole school strategy to improve attendance, reduce persistent absence, and ensure high levels of punctuality.
- Analyse attendance data to identify trends, vulnerable groups and barriers, ensuring targeted action plans are developed and reviewed.
- Oversee the attendance team, ensuring systems for communication with families, follow-up, and escalation are robust, consistent, and effective.
- Strengthen relationships with families through early help, supportive intervention and multi-agency collaboration.
- Promote attendance as a core part of the school's culture, ensuring pupils and families understand its link to safeguarding and achievement.

Leadership of Behaviour and Attitudes

- Provide strategic oversight of behaviour systems to ensure they are fair, consistent, inclusive, and aligned with the school's values.
- Use data to monitor behaviour trends, exclusions, restorative outcomes, and patterns among identified groups, shaping targeted interventions accordingly.
- Support staff to maintain high expectations and develop positive relationships with pupils, providing training in deescalation, restorative practice and trauma-informed approaches.
- Lead complex behaviour casework, working with families, pastoral staff and external agencies to remove barriers and secure positive change.



Teaching and Learning

- Promote high-quality adaptive teaching, ensuring staff use formative assessment to respond to pupils' needs and reduce barriers to learning across the age ranges
- Monitoring standards of teaching and learning in the school to ensure the highest quality of education for all pupils, including within EYFS
- Ensuring reliable processes are in place when assessing pupils' knowledge and understanding of the curriculum.
- Contributing to creating a culture of high attainment and performance where high standards are held for all pupils from all backgrounds, abilities and needs.
- Working with the headteacher to implement systems for recording pupils' progress
- Ensure that pastoral and academic systems are integrated so that wellbeing, attendance, behaviour, and progress are not considered in isolation

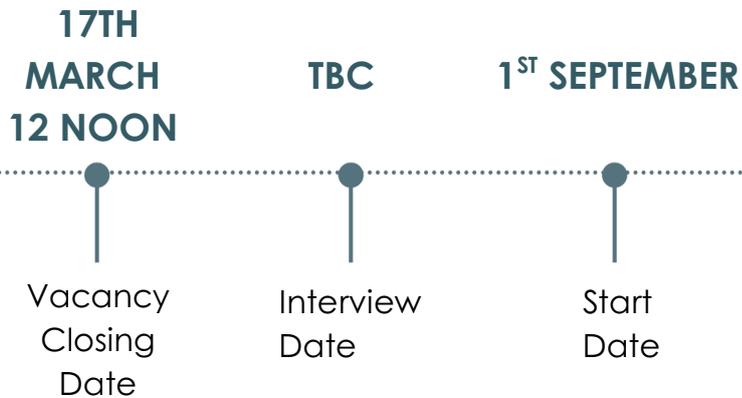
Training and Professional Development

- Actively engaging in CPD to ensure professional skills are up-to-date.
- Undergoing training as necessary to ensure that all aspects of the role can be effectively conducted.
- Work with Headteacher to provide strategic leadership of whole school professional development, ensuring CPD is aligned with school priorities, the School Development Plan, and staff needs.
- Work with Headteacher to design and implement a coherent CPD programme that builds staff expertise in teaching, learning, inclusion, behaviour and leadership.
- Ensure CPD is evidence informed, reflecting current research and best practice in education.

Pupil Wellbeing and Safeguarding

- Taking responsibility for promoting and safeguarding the welfare of pupils, and supporting the deputy DSL in conducting their duties.
- Contributing to a school culture which prioritises pupil wellbeing and mental and physical health.
- Being an approachable and professional authority figure for pupils to come to with any issues they may have.
- Contributing to the creation of an enriching and positive culture which impacts school life and ensure a positive and respectful attitude amongst pupils and staff in the school.

Key Dates



Benefits

At Black Pear Trust we offer a wide range of benefits to support our colleagues including:

- Access to a nationally recognised suite of online learning;
- Apprenticeships;
- Free Parking;
- Employee Assistance Programme;
- Access to Nationally Recognised Discounts (Blue Light Card *£5 payable per 24 months)
- Secondments;
- Access to a supportive network and training days across all sites;
- In house HR and Finance advice;
- Local Government pension Scheme.

However, the biggest benefit of being part of Black Pear Trust is the real life impact we make to the children in our schools and the wider community. Our team know they are part of something bigger and feel this every day, Our work is truly rewarding,

Contact

-  01905 701120
-  hr@blackpeartrust.org
-  www.blackpeartrust.org