



CALDERSHAW PRIMARY SCHOOL

APPLICATION PACK

Deputy Headteacher

Dear colleague,

A very warm welcome to Caldershaw Primary School and thank you for your interest in becoming part of our team and working with us to enable our children to discover their true potential and succeed.

Caldershaw Primary School is a one form entry school, educating 210 pupils plus a 26-place Nursery. We have been one of the most oversubscribed schools in Rochdale for many years and at our two previous Ofsted inspections in 2011 and 2024 we were judged Outstanding.

At Caldershaw, we pride ourselves on the fact that we know and care for all our children very well and we put them at the heart of everything we do. We have high expectations of our pupils, both academically and in their behaviour and we are committed to enjoyment and excellence in all aspects of school life. All our staff are dedicated to our children, working incredibly hard to enable them to achieve and we welcome staff who are committed to our aims, vision and values.

Our CARE values are at the heart of our ethos and embedded in our children's exemplary behaviour and attitudes to their learning, those around them and the world we live in. We **Care** for each other; **Achieve** our potential; show **Respect** and ensure that **Everyone** is included

We seek to recruit colleagues whose drive matches our school ethos and are committed to their own professional development. Successful candidates will receive a high-quality induction, appraisal, continuous development programmes (including nationally recognised leadership qualifications), and opportunities to contribute to continuous whole school improvement throughout their career at Caldershaw.

We can offer you: -

- A strong, talented and committed staff team who actively contribute to promoting our positive ethos and are ambitious for our children.
- Delightful, caring and enthusiastic children with a love of learning.
- An inclusive school with a 'can do' attitude.
- Excellent pastoral care for our pupils.
- Strong support from the Headteacher and Governing Board.
- The opportunity to take the next steps towards headship.

The school is part of the Altus Education Partnership. We look forward to collectively realising the vision of the Trust - to create an inclusive and cohesive system of education in Rochdale that improves the lives of everyone in the borough.

I hope you find this application pack helpful in making your decision to apply for this exciting career opportunity. If you have questions for us, please contact myself or the office. Visits to school are welcome.

I would like to thank you for your application and whatever the outcome I wish you well in the future.

Yours sincerely



Mrs R. Trainor Headteacher



About our school

Caldershaw Primary School caters for children aged 3 to 11 years old. In 2024 our OFSTED report confirmed that Caldershaw is an 'Outstanding' school, highly valued by pupils and parent/carers for the extent to which children make excellent progress and adopt healthy lifestyles and make a positive contribution. We have been judged to be an 'Outstanding' school since 2011.



We are part of Altus Education Partnership, a Multi-Academy Trust established in April 2017 by the governing body of Rochdale Sixth Form College, an 'Outstanding' A level provider.

All our staff at Caldershaw Primary School are dedicated to our children and work incredibly hard to enable them to discover their true potential.

Our CARE values are at the heart of our ethos and embedded in our children's exemplary behaviour and attitudes to their learning. We embody our CARE values in all that we do:

Care for each other
Achieve our potential
Respect everyone
Everyone is included

Our Values

- Our children are entitled to the very best education we can offer.
- We promote an atmosphere which encourages the confidence to learn and promotes high standards through commitment.
- We provide a wide range of social, emotional and educational experiences to nurture well-adjusted, self-disciplined and well-rounded children.
- We seek to develop independence, confidence and high esteem in and amongst the whole school community.
- We encourage an enthusiasm and passion for lifelong learning by including everyone in every aspect of school life.
- We are committed to promoting a healthy lifestyle and caring for the environment.
- We foster a stable, secure climate of genuine care, happiness and safety.
- We expect openness, honesty, trust and integrity.
- We take pride in what we do by celebrating and communicating our successes in and out of school.
- All members of the school community work together effectively and take responsibility for their actions.
- We create a stimulating environment in which there are high moral and ethical expectations and mutual respect for all.
- We work in partnership with families and the community in mutual support of children's learning.



2. Next, put on

The student has drawn three weather-related icons. On the left is a cloud with several short vertical lines underneath it, representing rain. In the middle is a sun partially obscured by a cloud, with short lines radiating from the sun. On the right is a simple outline of a raincoat.

MAKING YOUR APPLICATION

I hope that when you read this pack you are inspired to apply for the post. If you are, then this is what you need to do:

Application

1. Click the APPLY NOW button on the job advert page on our website
2. Complete the application online on MY NEW TERM

Deadline

The deadline for the post is **Monday 21st September 2026**, to arrive no later than 12:00 noon.

Interviews are expected to take place on **Tuesday 29th September 2026**.

Shortlisting

Regrettably, we are unable to inform candidates who have not been shortlisted. If you do not hear from us, please consider your application unsuccessful at this time.

Salary

The post will be paid on the **School Leadership Pay Scale**.

Start Date

January 2027

Altus Education Partnership is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all its staff to share this commitment. This position is subject to an Enhanced DBS check under the Rehabilitation of Offenders Act 1974.

In accordance with the recommendations set out in KCSiE, the Trust carries out online searches on shortlisted candidates. It is also Trust policy to contact at least one reference prior to interview.

Job Description

Job Title:	Deputy Headteacher
Reports to:	Headteacher
Contract:	Permanent, Full-time
Salary:	Schools Leadership Pay Scale, L6 – L10
Start Date:	January 2027

Purpose of the post

The Headteacher and Governors of Caldershaw Primary school are seeking to recruit an outstanding and skilled practitioner with a proven track record of excellent classroom practice as our Deputy Headteacher for January 2027. Our school is committed to inspiring and supporting all our pupils to fulfil their potential, whilst providing excellent pastoral care.

We are looking for an ambitious and dedicated individual to develop as a senior leader in our very popular and successful school and work alongside the Headteacher and SLT to maintain and build upon the school's high standards.

The post has a 70% teaching commitment, which is likely to be in KS1 or KS2.

We require an excellent teacher with proven experience of positively impacting on pupils' progress and attainment, who will:-

- Be responsible for leading and inspiring our strong team of curriculum subject leaders, so that we continue to innovate and deliver an outstanding curriculum for all our pupils.
- Have a clear understanding of what constitutes outstanding inclusive teaching and learning and how this underpins school effectiveness.
- Have the skill to guide and effectively coach others to ensure outstanding practice throughout school.
- Be ambitious for our school and the progress and development of all our pupils.
- Have excellent well developed interpersonal skills to lead, inspire and motivate staff, children and families.

Key Responsibilities

Strategic Leadership and School Improvement

The Deputy Headteacher will:

- Support and actively promote the school's vision, values, ethos and strategic priorities.
- Work collaboratively with the Headteacher, Governors and leadership team to secure continuous school improvement.

- Contribute to school self-evaluation, improvement planning and the effective use of performance information to raise standards and improve outcomes.
- Support the effective deployment of staffing and resources to achieve the school's priorities.
- Maintain awareness of national educational developments and contribute to their effective implementation within the school.
- Represent the school positively within professional networks, partnerships and the wider community.

Teaching, Learning and Curriculum

The Deputy Headteacher will:

- Model excellent classroom practice and promote high expectations for teaching, learning and behaviour.
- Work with leaders to develop and sustain an ambitious, inclusive and knowledge-rich curriculum.
- Champion evidence-informed approaches to teaching, assessment and curriculum development.
- Ensure high-quality provision for all pupils, including disadvantaged pupils, pupils with SEND, those learning English as an Additional Language and other vulnerable groups.
- Support curriculum leadership and contribute to the ongoing development of teaching and learning across the school.
- Lead quality assurance activities and use findings to drive improvement in pupil outcomes.

Inclusion, Behaviour and Personal Development

The Deputy Headteacher will:

- Promote an inclusive culture where every child feels safe, valued and supported to succeed.
- Support the strategic development of attendance, behaviour and pastoral provision.
- Work effectively with families and external agencies to remove barriers to learning and improve outcomes for pupils.
- Promote pupils' personal development through enrichment, leadership opportunities and wider experiences.
- Champion equality, diversity and inclusion across the school community.

Leadership and Staff Development

The Deputy Headteacher will:

- Model professionalism, integrity and a commitment to excellence.
- Foster a culture of collaboration, trust and collective responsibility.
- Support and develop staff through coaching, mentoring and professional development.
- Contribute to performance management, succession planning and leadership development.
- Promote staff wellbeing whilst maintaining high professional expectations.

Safeguarding and Welfare

The Deputy Headteacher will:

- Demonstrate an unwavering commitment to safeguarding and promoting the welfare of children.
- Support the Designated Safeguarding Lead in ensuring effective safeguarding systems, procedures and practice.
- Promote a culture where safeguarding is everyone's responsibility.
- Ensure that children learn and thrive in a safe, nurturing and inclusive environment.

Operational Leadership

The Deputy Headteacher will:

- Provide effective day-to-day leadership that supports the smooth running of the school.
- Deputise for the Headteacher as required.
- Support the implementation of school policies and statutory responsibilities.
- Undertake responsibilities delegated by the Headteacher appropriate to the role.
- Contribute actively to the wider life of the school and its community.

General Professional Responsibilities

The Deputy Headteacher will:

- Carry out the professional duties of a Deputy Headteacher in accordance with the School Teachers' Pay and Conditions Document.
- Uphold and promote the values and ethos of Caldershaw Primary School.
- Demonstrate a commitment to continuous professional development and evidence-informed practice.
- Promote equality of opportunity and inclusion for all members of the school community.
- Undertake any other duties reasonably requested by the Headteacher that are commensurate with the responsibilities of the post.

Safeguarding Statement

Caldershaw Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake an enhanced DBS check and all other pre-employment checks in line with Keeping Children Safe in Education.

This job description is a representative document. Other reasonably similar duties may be allocated from time to time commensurate with the general character of the post and its grading. The person appointed will be expected to work flexibly and the exact nature of the duties described above is subject to periodic review and is liable to change.

Person specification

ASSESSED BY:

No.	CATEGORIES	Essential/ Desirable	App Form	Interview
QUALIFICATIONS				
1.	Qualified Teacher Status and demonstration suitability for working with children	E	√	√
2.	National Professional Qualification for Senior Leadership (NPQSL) or Headship (NPQH).	E	√	√
3.	Evidence of commitment to continuing professional development.	E	√	√
4.	Specialist leadership training.	D	√	√
EXPERIENCE				
5.	Successful experience as a senior or aspiring senior leader in a primary school.	E	√	√
6.	Significant experience of improving teaching, learning and pupil outcomes.	E	√	√
7.	Experience of leading and developing staff through coaching, mentoring and professional development.	E	√	√
8.	Experience of monitoring, evaluating and improving the quality of education.	E	√	√
9.	Experience of using assessment and performance information to inform improvement planning.	E	√	√
10.	Experience of working effectively with parents, external agencies and wider stakeholders.	E	√	√
11.	Experience of leadership across more than one key stage.	D	√	√
12.	Experience of leading whole-school initiatives resulting in measurable improvement.	D	√	√
13.	Experience of leading safeguarding or inclusion initiatives.	D	√	√
14.	Experience of budgetary or resource management.	D	√	√
ABILITIES, SKILLS AND KNOWLEDGE				
15.	Understanding of the importance of safeguarding/child protection when working in a school setting	E	√	√
16.	The ability to adapt practice to meet the needs of all learners	E	√	√
17.	Ability to use ICT to develop children's learning and in own planning	E	√	√
18.	Knowledge of Key Stage 1 and 2 assessments	E	√	√

19.	Secure knowledge of and use of Assessment for Learning techniques	E	√	√
20.	An understanding and proven commitment to all aspects of equal opportunities	E	√	√
21.	Good time management and organisation skills	E	√	√
22.	Enthusiastic with a love of learning	E	√	√
23.	Have high expectations of all children and a commitment to inspiring learning	E	√	√
24.	A caring and positive person	E	√	√
25.	Good communication skills – Written and Oral	E	√	√
26.	Well organised and pays attention to detail	E	√	√
27.	Willingness to go the extra mile for our children	E	√	√
28.	Self-motivated	E	√	√
PERSONAL CHARACTERISTICS				
29.	A clear commitment to the vision, values and ethos of Caldershaw Primary School.	E	√	√
30.	High expectations of achievement, behaviour and inclusion.	E	√	√
31.	Integrity, honesty and professionalism.	E	√	√
32.	Resilience, adaptability and emotional intelligence.	E	√	√
33.	Commitment to equality, diversity and inclusion.	E	√	√
34.	Ability to maintain confidentiality and professional discretion.	E	√	√
35.	Commitment to staff wellbeing and positive working relationships.	E	√	√
36.	Enthusiasm, optimism and a genuine passion for improving children's life chances.	E	√	√