

# Welcome to

## Dedworth



## Middle



# WELCOME TO DEDWORTH MIDDLE SCHOOL

## **Gavin Henderson CEO, Windsor Learning Partnership**



Thank you very much for expressing your interest in the post of Headteacher at Dedworth Middle School, a valued school within the Windsor Learning Partnership.

Under the leadership of Nicola Chandler, Dedworth Middle School has become an exceptionally good school where every child regardless of their background achieves their full potential in their academic, creative, personal, physical and moral development. Following a recent promotion to Trust leadership, she leaves the school with a terrific reputation for being an inclusive and innovative place to learn.

The new Headteacher will continue the school's amazing journey (validated by Ofsted, Challenge Partners, and our own internal reviews) and will proactively address a wide range of development areas, with a vision to drive the school onto bigger and better things.

There is an amazing team of teachers and support staff who care passionately about the children in their care, have an established culture of going the extra mile, and who have built excellent relationships with all our stakeholders to secure high standards.

As a new Headteacher you will join the team of school leaders across the Windsor Learning Partnership and you'll work collaboratively to develop provision across Windsor, whilst receiving support, training and opportunity for your career to grow.

Dedworth Middle is a happy school who believe in offering excellent learning, teaching and leadership for all; pupils are at the very heart of everything we do.

I look forward to receiving your application.

Gavin Henderson  
CEO, Windsor Learning Partnership



We are a fully inclusive middle school, currently with 520 pupils on roll aged from 9-13. At Dedworth Middle School, we pride ourselves on our inclusive ethos and strong sense of community. You'll be part of a supportive team that values collaboration, professional development, and the wellbeing of both staff and pupils. We work in an environment where opportunities are limitless, the children are supported, and outcomes always consider the whole child. We continue to aim for the highest of standards and provide a friendly and hardworking team.

We are part of the Windsor Learning Partnership which includes Windsor Girls' School, The Windsor Boys' School, Clewer Green CofE First School, Oakfield First School and Dedworth Green First School. In the heart of The Royal Borough of Windsor & Maidenhead, Dedworth Middle School has a strong reputation for being a community school with happy, successful pupils and a proven track record for high quality professional development. 'The why is behind every decision, and this always takes pupils into consideration and us as staff. It is a happy and lovely place to work and thrive.' Ofsted, June 2022.



# HEADTEACHER

## Main Purpose

The Headteacher, under the direction of the Director of Primary Education, is responsible for providing the leadership and management of Dedworth Middle School in line with the vision of the trust and for managing the day-to-day running of the school.

## Duties and Responsibilities

### Leadership and management of the school

- Manage senior and middle leaders, developing a professional culture amongst all staff at the school.
- Support and challenge staff, dealing with underperformance effectively while making sure staff are given the support to do their jobs well.
- Manage the school's budget and resources alongside the trust's CFO and relevant finance staff.
- Implement the trust's appraisal policy and other management processes and systems.
- Support the implementation of trust-wide policies and school-level policies.
- Undertake self-evaluation and school improvement planning alongside the trust-wide strategy to improve areas of weakness in the school.
- Manage the recruitment of teaching and non-teaching staff where necessary.
- Provide training and continuing professional development (CPD) opportunities for all school staff.
- Identify areas of progression and promotion for staff that support succession planning for the school.

### Teaching and learning

- Work with staff to promote high quality teaching across all subjects.
- Identify any areas of weakness in teaching and implement, monitor and review interventions to improve these areas as well as teaching and learning across the school.
- Make sure the school's assessment system is fit for purpose and provides teachers with useful information about pupils.
- Identify areas where staff may benefit from sharing good practice or accessing support from other schools in the trust.



# HEADTEACHER

- Monitor the outcomes of pupils and draw out any patterns of underperformance in key groups of pupils, such as disadvantaged pupils or pupils with special educational needs.
- Make sure standards of behaviour are high to foster an environment in which learning can thrive.
- Ensure that the Trust's policies around SEND and inclusion are met by all staff.
- Support the work of the safeguarding and pastoral teams to ensure students are safe and able/ready to learn effectively.

## Communication

- Keep the local governing board informed of the educational performance of the school, giving them what they need to provide support and challenge.
- Help to build on the vision of the trust and share with colleagues across the trust how this is being demonstrated in the school.
- Attend any relevant local governing body and/or trustee meetings.
- Contribute to reports for the CEO or board as necessary.
- Communicate effectively with the parent body and the community to develop the engagement with the school.
- Collaborate with other headteachers in shared activities and ambitions across the trust.
- Be an ambassador for the trust as we grow and onboard new schools.

## Managing resources

- Contribute to the budget setting, cash-flow management and all other financial management processes.
- Ensure value for money in any delegated financial responsibilities for purchasing and procurement.
- Ensure the efficient and effective use of school resources.
- Ensure that the management of absent staff is well-managed and cost-effective.

## Other areas of responsibility

- The headteacher will be required to safeguard and promote the welfare of children and young people and follow school and trust policies.



# HEADTEACHER

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 expected to be carried out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the Director of Primary Education or the CEO of the Trust.

**Contract type:** Full time. Permanent.

**Salary:** L14 - L23

**Reporting to:** Director of Primary Education

**Required:** September 2026

At Windsor Learning Partnership, we are committed to safeguarding children and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. The successful candidate will be subject to Disclosure and Barring Service (DBS) checks along with other relevant pre-employment checks. CVs will not be accepted in place of an application form.

The Trust will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job profile is current at the date shown but in consultation with you may be changed by Windsor Learning Partnership to reflect or anticipate changes in the job commensurate with the grade and job title.

**Closing date:** 13.05.2026

**Interviews:** w/c 18<sup>th</sup> May 2026



# HEADTEACHER

## PERSON SPECIFICATION

	Essential	Desirable
<b>Qualifications</b>		
Qualified teacher status	X	
Degree	X	
National professional qualification for Headship (NPQH) or similar	X	
<b>Experience</b>		
Successful and substantial leadership and management experience in a school	X	
Teaching experience in several different schools	X	
Involvement in school self-evaluation and development planning	X	
Demonstrable experience of successful line management and staff development	X	
Successful collaboration with other schools and their leaders	X	
<b>Skills and knowledge</b>		
Data analysis skills, and the ability to use data to set targets and identify weaknesses	X	
Knowledge of curriculum theories and their successful implementation	X	
Understanding of high-quality teaching based on evidence, and the ability to model this for others and support others to improve	X	
Understanding of school financial management.	X	
Effective communication and interpersonal skills	X	
Ability to communicate a vision and inspire others	X	
Ability to build effective working relationships	X	
Understanding of SEND, inclusion and effective pastoral care at a whole school level	X	

# HEADTEACHER

## PERSON SPECIFICATION

	Essential	Desirable
<b>Personal Qualities</b>		
Commitment to uphold the 7 principles of public life (the Nolan Principles) at all times	X	
A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the trust and school.	X	
Ability to work under pressure and prioritise effectively	X	
Commitment to maintaining confidentiality at all times	X	
Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position	X	
A proven ability to model strong values and create a respectful culture within the school	X	