



Deputy Headteacher

Filey Church of England Nursery and Infants Academy

Permanent position

Pay band: L6-10

Closing date: 6 July 2026

Interview date: 13 and 14 July 2026



JOB ADVERTISEMENT

Filey Church of England Nursery and Infants Academy

Deputy Headteacher

Salary: L6-10

The successful candidate will be an energetic and enthusiastic leader who will actively champion our Trust values of excellence, belonging, opportunities, and respect within our nurturing environment for both pupils and staff. We are seeking a Deputy Headteacher who will wholeheartedly support these values. If you are ready to make a significant impact within a supportive and ambitious school, we warmly encourage your application.

We are looking for someone who:

- Will support and uphold the Christian vision and values of the school.
- Is driven to improve themselves and the school in which they work, and is highly committed to the vision and culture of the school and trust.
- Can sustain high expectations and excellent practice in teaching and learning throughout the school.
- Can monitor and evaluate teaching quality and pupil achievement, setting targets for improvement.
- Has highly successful teaching experience throughout Key Stage 1 and across the primary phase.
- Has high expectations of themselves and others, both extending and challenging everyone within the school community.
- Puts the needs of the children first, making them excited about their learning and develops their individual talents to the full.
- Demonstrates drive and supports the vision of the school, supporting our exciting school improvement journey.
- Is a leader with a track record of improving outcomes for all children.
- Is committed to delivering excellent standards of teaching and learning through a broad, balanced and creative curriculum.
- Is an exemplary role model with strong leadership and organisational skills.

1. MAIN PURPOSE OF JOB

To play a major role under the direction of the Headteacher in formulating the aims and objectives of the school, establishing the policies through which they will be achieved, managing staff and resources to achieve the aims and objectives of the school and monitor progress towards their achievement. The role will specifically have responsibility for Learning and Teaching across school to achieve the highest standards of achievement. The role will be based on a coaching/mentoring model for high quality teaching.

2. KEY TASKS

- i. Work with the Headteacher to raise the quality of teaching and learning and pupils' achievement, setting high expectations and monitoring and evaluating effectiveness of learning outcomes.
- ii. Provide regular feedback for colleagues in a way which recognises good practice and supports their progress against professional and performance management objectives resulting in tangible impact on students learning.
- iii. Develop whole staff, phase teams and individuals to enhance performance:
 - Undertake coaching and mentoring.
 - Plan, organise and deliver staff meetings, where necessary bringing in outside speakers.
 - Keep abreast of the latest developments and disseminate effectively to other members of staff.
- iv. You are to carry out the duties of a teacher. This includes any duties as may be reasonably directed by the Headteacher and the accountabilities expected of class teachers at the Academy.
- v. All staff will be involved in working together, as part of a team, to develop areas of provision that impact positively on learning and teaching across the school.
2.5 All staff will take an active role in the School Self Evaluation process. As Deputy Headteacher you will be expected to lead a team through the School Self Evaluation process.
- vi. Support the Headteacher in:
 - Ensuring the vision for our church school is clearly articulated, shared, understood and acted upon effectively by all.
 - Demonstrating the vision and values of the school in everyday work and practice.
 - Motivating and working with others to create a shared culture and positive climate.
- vii. Assist the Headteacher in the ongoing and annual review of standards of leadership, teaching and learning in specific areas of responsibility and across all areas of school provision, consistent with the procedures in the school self-evaluation policy.
- viii. Create costed subject development plans which contribute positively to the achievement of the School Development Plan and which actively involves all staff in its design and execution.
- ix. Establish short, medium and long term plans for the development and resourcing for the specific areas of responsibility.

- x. Promote high expectations for attainment
- xi. Monitor the progress made in achieving subject/area plans and targets, and evaluate the effect on teaching and learning
- xii. Work with outside agencies and stakeholders to inform future action
- xiii. Comply with all Academy and Trust policies and procedures.
- xiv. To co-operate in any staff development activities required to effectively carry out the duties of the post and to participate in the Trust's appraisal process.
- xv. Any other reasonable duties commensurate with the level of the post.

3. SUPERVISION / MANAGEMENT OF PEOPLE

- Day to day line management of teachers within the Key Stage 1 and EYFS Phase

4. MAIN CONTACTS AND RELATIONSHIPS

- Internal: Staff teams
- External: Parents

5. SPECIFIC AREAS OF RESPONSIBILITY

- Deputise for the Headteacher in her absence.
- Take a major role in the day-to-day running of the school, attending SLT, SDT and staff meetings and leading them as required.
- Contribute to a positive ethos for learning.
- Provide an exciting, stimulating and creative curriculum.
- Promote the values and achievements of the school to the community.
- Support the Headteacher and Governors in annual budget planning and monitoring.
- To lead collective worship when required.
- Undertake such reasonable activities that the Headteacher and governors may from time to time require.

6. KNOWLEDGE AND QUALIFICATIONS

Essential, i.e. the postholder must have:

- Evidence of further professional development.
- Qualified Teacher status.
- Degree or equivalent.

- A clear understanding of the essential qualities necessary for effective teaching and learning.
- The principles of effective assessment for learning.
- Confident in whole school self-evaluation.
- Knowledge and understanding of data analysis and the ability to use data to set targets for improvement.
- Up to date knowledge & understanding of the current national education agenda.
- Knowledge of current safeguarding child protection procedures.

Desirable, i.e. the postholder would ideally have:

- Strong subject leadership experience.
- Day to day line management of teachers within the Key Stage 1 and EYFS Phase

7. EXPERIENCE

Essential, i.e. the postholder must have:

- Successful teaching experience.
- Recent experience of working successfully as a senior leader or middle manager in a school.
- Leadership of a significant area or phase including responsibility for raising standards across the whole school and contributing to self evaluation and school improvement.

Desirable, i.e. the postholder would ideally have:

- Experience of teaching across primary in more than one key stage.
- Experience of data analysis.
- Substantial knowledge and understanding of learning and teaching at Key Stage level.

8. SKILLS AND PERSONAL QUALITIES

Essential, i.e. the postholder must have:

- Demonstrate outstanding practice.
- Analyse data, evaluate pupil progress and plan an appropriate course of action for

whole school improvement.

- Inspire, challenge, motivate and empower others to carry the vision forward.
- Lead and manage people to work towards common goals.
- Ability to investigate, resolve problems and make decisions.
- Communicate effectively to a wide range of different audiences (verbal, written, using ICT as appropriate).
- Ability to ensure that the school atmosphere is welcoming and that parents are encouraged to take an active part in the life of the school and their child's education.
- Expecting and facilitating all children to reach their potential irrespective of social background.
- Ability to manage effectively pupil discipline and have a commitment to a high level of pastoral care.
- Effective administrative and organisational skills and time management and the ability to work under pressure and to tight deadlines.
- Creative, enthusiastic and proactive, keen to embrace new ideas and challenges.
- Energy and enthusiasm.
- Confidence and excellent inter-personal skills.
- Loyalty and confidentiality.
- Committed to continuing professional development for self and others.

To book a visit to the school, please contact the admin team on 01723 344649.

