

Dorrington Academy



Deputy Headteacher Recruitment Pack

February 2026

Table of Contents

03 Welcome from the Headteacher

04 About the School

05 About the Role

06 Job Description

10 Person Specification

15 How to Apply



Welcome from the Headteacher

Dear Candidate,

Thank you for your interest in this role with Dorrington Academy.

We are looking to appoint a Deputy Headteacher who will build on the strong foundations at Dorrington Academy, enabling all children to not only secure a wonderful academic grounding but possess high levels of both social and emotional intelligence in order to flourish and enjoy greater life chances and choices.

Visits to the school are welcome and strongly encouraged. Please contact the School Office to make an appointment.

Applicants should complete the application form **in full**, addressing the requirements of the person specification.

I hope you will find all the attached information helpful and are encouraged to submit an application.

Thank you for showing an interest in Dorrington Academy.

Yours sincerely,

Mr John Harrison
Headteacher



About the School



Dorrington Academy is an Outstanding, three-form entry Single Academy Trust in Birmingham that continues to be a school of choice for the local area of Perry Barr.

We aspire to be a diverse and inclusive community school where every child is empowered to reach their full potential. We aim for our children to leave equipped with the academic knowledge, skills and personal attributes needed to become successful citizens in modern Britain.

Guided by our core values of **contribution, compassion, respect, positivity and perseverance**, we embrace a creative, personalised curriculum that nurtures the spiritual, moral and social wellbeing of our diverse community.

We relentlessly strive for our children to be happy and feel safe in school, extending their learning through a broad and balanced, experience-rich curriculum that creates challenges and fosters growth. Our curriculum is carefully planned and sequenced so that our children are taught the right things at the right time – building on what has come before.

Our motto:

"Together we are stronger"



About the Role



Dorrington Academy is looking to appoint a Deputy Headteacher to drive improvement and ensure outstanding outcomes for all pupils. You will play a key role in supporting and embedding the Academy's ethos, ensuring it is reflected consistently across all aspects of school life.

This will involve providing professional operational leadership and day-to-day management of the Academy, working in close partnership with the Headteacher and Senior Leadership Team to ensure that the Academy's vision, values and strategic direction are clearly articulated and effectively delivered.

Our ideal candidate will have significant experience at senior leadership level and a proven track record of raising educational standards. You will be able to inspire, support and demonstrate the highest ambitions for all pupils, and model outstanding classroom practice.

Self-motivated and with high expectations for yourself and others, you will have the ability to develop strong relationships with pupils, staff, parents and external partners, using your high professional standards to lead by example.

You will champion inclusivity and equality and be able to motivate and inspire others through your strong interpersonal skills, enabling all members of the school community to contribute to the Academy's vision and achieve their full potential.





Job Description

Job title	Deputy Headteacher
Salary	L16 to L20
Responsible to:	Headteacher
Contract type:	Full-time, Permanent

Core Purpose

The Deputy Headteacher, under the direction of the Headteacher, will take a major role in:

- Formulating the aims and objectives of the Academy
- Establishing policies for achieving these aims and objectives
- Managing staff and resources to that end
- Monitoring progress towards the achievement of the school's aims and objectives
- To undertake the professional duties of a teacher other than a Headteacher, as set out in the School Teachers' Pay and Conditions Document, including those duties particularly assigned by the Headteacher
- To undertake, to the extent required by the Headteacher or the governing body, the professional duties of the Headteacher in the event of the Headteacher's absence from the school, as set out in the School Teachers' Pay and Conditions Document (STPCD)

Job Description

Duties and Responsibilities

Qualities

The Deputy Headteacher will:

- Uphold public trust in school leadership and maintain high standards of ethics, behaviour and professional conduct
- Exemplify clear, transparent communication and actively build positive, respectful relationships with all stakeholders across the school community
- Serve in the best interests of the school's pupils
- Demonstrate a strong commitment to continuous personal and professional growth by being open to coaching and feedback, while actively fostering a culture of development and learning in others

School culture and behaviour

Under the direction of the Headteacher, the Deputy Headteacher will:

- Work alongside the senior leadership team (SLT) and other staff members to create a culture where pupils experience a positive and enriching school life
- Uphold educational standards in order to prepare pupils from all backgrounds for their next phase of education and life
- Ensure a strong culture of staff professionalism
- Encourage and maintain high standards of behaviour from pupils, built on rules and routines that are understood by staff and pupils and clearly demonstrated by all adults in school
- Use consistent and fair approaches to managing behaviour, in line with the school's behaviour policy

Teaching, curriculum and assessment

Under the direction of the Headteacher, the Deputy Headteacher will:

- Establish and sustain high-quality teaching across all subjects and phases, based on evidence
- Ensure teaching is underpinned by subject expertise
- Effectively use formative assessment to inform strategy and decisions
- Ensure the teaching of a broad, structured and coherent curriculum
- Establish curriculum leadership, including subject leaders with relevant expertise and access to professional networks and communities
- Use valid, reliable and proportionate approaches to assessing pupils' knowledge and understanding of the curriculum
- Ensure the use of evidence-informed approaches to reading so that all pupils are taught to read

Job Description

Duties and Responsibilities

Additional and special educational needs (SEN) and disabilities

Under the direction of the Headteacher, the Deputy Headteacher will:

- Promote a culture and practices that enables all pupils to access the curriculum
- Have ambitious expectations for all pupils with SEN and disabilities
- Make sure the school works effectively with parents, carers and professionals to identify additional needs and provide support and adaptation where appropriate
- Work alongside SLT to ensure the school fulfils statutory duties regarding the SEND code of practice

Organisational management and school improvement

Under the direction of the Headteacher, the Deputy Headteacher will:

- Establish and sustain the school's ethos and strategic direction together with the governing board and through consultation with the school community
- Establish and oversee systems, processes and policies so the school can operate effectively
- Ensure staff and pupils' safety and welfare through effective approaches to safeguarding as part of duty of care
- Manage staff with due attention to workload
- Ensure rigorous approaches to identifying, managing and mitigating risk
- Allocate financial resources appropriately, efficiently and effectively
- Identify problems and barriers to school effectiveness, and develop strategies for school improvement that are realistic, timely and suited to the school's context
- Make sure these school improvement strategies are effectively implemented

Professional development

Under the direction of the Headteacher, the Deputy Headteacher will:

- Ensure staff have access to appropriate, high standard professional development opportunities
- Keep up to date with developments in education
- Seek training and continuing professional development to meet needs
- Act as an effective appraiser by conducting regular, evidence-informed professional development conversations that build trust, provide constructive feedback, and set clear, personalised development goals aligned with school improvement priorities, ensuring sustained impact on teaching quality and pupil outcomes

Job Description

Duties and Responsibilities

Governance, accountability and working in partnership

Under the direction of the Headteacher, the Deputy Headteacher will:

- Understand and welcome the role of effective governance, including accepting responsibility
- Ensure that staff understand their professional responsibilities and are held to account
- Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties
- Work successfully with other schools and organisations
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils
- Add any other duties relevant to your school

Safeguarding

- Work alongside the Senior Leadership Team to maintain a robust safeguarding culture
- Serve as one of the Designated Safeguarding Leads (DSL) as part of the wider safeguarding team
- Ensure the school's safeguarding policies and procedures continue to be rigorously implemented, maintaining up-to-date knowledge of statutory safeguarding requirements
- Lead staff training, and acting as the primary point of contact, as necessary, for safeguarding concerns to protect the welfare and safety of all pupils

Please note that this list of duties is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the Deputy Headteacher will carry out. The postholder may be required to do other duties appropriate to the level of the role as directed by the Headteacher.

Dorrington Academy is committed to creating a diverse workforce. We'll consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.

Person Specification

Key: E = essential criteria, D = desirable criteria, A = application, I = interview

	ESSENTIAL / DESIRABLE	EVIDENCE
QUALIFICATIONS AND TRAINING		
GCSEs (or other equivalent qualifications) in English & Mathematics	E	A
A Levels (or other equivalent qualifications) in relevant subject area(s)	E	A
Educated to Degree level	E	A
Evidence of your QTS	E	A
MA (or working towards) or other evidence of further study related to your subject or to education	D	A
Additional professional qualifications	D	A
Evidence of recent further professional development	D	A
Relevant safeguarding training	D	A
PROFESSIONAL EXPERIENCE KNOWLEDGE AND UNDERSTANDING		
Experience of strategic leadership	E	A
A thorough understanding of safeguarding processes	E	A + I

Person Specification

Key: E = essential criteria, D = desirable criteria, A = application, I = interview

	ESSENTIAL / DESIRABLE	EVIDENCE
Successful experience of leading and managing a team	E	A + I
Raise standards in a whole school context	E	A + I
Successful experience of coaching and supporting others	E	A + I
Communicate effectively with the Leadership group, other staff, parents and external agencies including the Local Authority	E	A + I
Be able to provide inspirational leadership and management of staff and students	E	A + I
Commitment to treating others fairly	E	A + I
Commitment to achieving the highest possible results for all students, and to the schools' values	E	A
Understanding of the needs of students in diverse school population	E	A + I
Develop, co-ordinate and monitor appropriate subjects which meet the needs of students	E	A + I
Implement Appraisal procedures	E	A
Proven record of developing the safeguarding practice of other teachers and assigned support staff	E	A + I

Person Specification

Key: E = essential criteria, D = desirable criteria, A = application, I = interview

	ESSENTIAL / DESIRABLE	EVIDENCE
Developing, co-ordinating and monitoring appropriate safeguarding and behaviour strategies which meet the needs of students	E	A + I
Evidence of collaborative working with others	E	A + I
A thorough understanding of current developments and initiatives in education	E	A + I
ABILITIES AND SKILLS		
Ability to seek areas for improvement and to implement change	E	A + I
Ability to monitor, review and evaluate the work of the school against current OFSTED criteria	E	A + I
Ability to interpret data and communicate the significance of that data to staff, students and parents	E	A
Ability to act as a role model for students and other staff, at all times being professional and respectful in your dealings with others in the school community	E	A + I
Excellent communication and user ICT skills	E	A + I
Ability of work under pressure and meet deadlines	E	A + I

Person Specification

Key: E = essential criteria, D = desirable criteria, A = application, I = interview

	ESSENTIAL / DESIRABLE	EVIDENCE
Strong ongoing commitment to developing your own knowledge, skills and understanding as an educator, including good use of professional development	E	A + I
Self-motivated with exceptional organisational and planning skills	E	A + I
Involvement in networking and sharing of best practice	E	A + I
Resilient and determined to achieve goals	E	A + I
Committed to the ethos of the school	E	A + I
Willing to share with students your belief in and commitment to the importance of reading	E	A + I
Willingness to be flexible and take on additional duties as and when required	E	A + I
EQUAL OPPORTUNITIES AWARENESS		
A commitment to equal opportunities, awareness of diversity issues and working in a positive and non-discriminatory way	E	A + I
A commitment to working in a multi-cultural environment and with pupils and staff from diverse backgrounds and abilities	E	A + I

Person Specification

Key: E = essential criteria, D = desirable criteria, A = application, I = interview

	ESSENTIAL / DESIRABLE	EVIDENCE
A commitment to working in a flexible and collaborative manner with all members of the school community	E	A + I
CHILD PROTECTION & SAFEGUARDING AWARENESS		
A strong understanding of child protection and safeguarding matters	E	A + I
A commitment to safeguarding and promoting the welfare of young people	E	A + I

How to apply...

For further information about the post, or to arrange a visit to the school - which is strongly recommended - please contact the School Office.

Visits are available on the following dates:

- Monday 9th February - 4:40pm
- Tuesday 10th February - 9:30am
- Tuesday 24th February - 4:30pm
- Wednesday 25th February - 9:30am

If you are unable to attend on any of these dates, please contact the School Office to discuss alternative arrangements.

To apply, please complete the application form in full and email it to recruitment@dorrington.bham.sch.uk.

Closing date: Monday 2nd March 2026, 12pm

Interviews: 9th and 10th March 2026

Start date: Required from April 2026



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