

**Deputy Headteacher (Curriculum):
Application Pack
Permanent, Full-Time
L18 – L22 (£78,702 - £86,803)**



**KINGS NORTON
GIRLS' SCHOOL & SIXTH FORM**



Opening a World of Opportunities



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Welcome from the Headteacher and WMAT CEO

11th March 2026

Dear applicant

This is a fantastic opportunity for an exceptional leader to join the team at Kings Norton Girls' School and Sixth Form to open a world of opportunities for our students. This opportunity arises due to the retirement of our current Deputy Headteacher at the end of this academic year and is therefore available from September 2026. This is a permanent, full-time role; applications from any subject area are welcome however, you will have experience of educational leadership in a secondary school. Please note that the successful candidate will be leading the following:

- Curriculum
- Self-review (quality assurance)
- Staff professional development
- Further foci to be confirmed

KNGS is an 11-18 girls' school with a co-educational sixth form which is full and oversubscribed in all year groups, including sixth form. Boys now equate to around 40% of the sixth form population. Our Sixth Form block, excellent teaching and learning and improving A level results have all ensured that KN6th is the Sixth Form of choice for A level study in the local community. KNGS received an outstanding OFSTED inspection in 2019, an ungraded inspection in January 2025 confirmed that the school had maintained and improved on the previous inspection. The inspection praised our dedicated teaching staff and leaders' meticulous understanding of the school and identified that:

- "Pupils thrive at Kings Norton Girls' School."
- "This school feels like a community."
- "The expectations for pupils' learning are consistently high across the school. Pupils achieve very well as the school takes great care to ensure they are supported to achieve their potential."
- "Pupils typically behave with high levels of maturity and empathy. They focus in lessons, and there is no time lost to disengagement. Pupils understand how the school expects them to behave towards each other in social times and do so consistently. They understand there are many adults who will help them if they have concerns or anxieties, as the school has extensive pastoral provision."

Student outcomes are excellent and have been for many years; the provision for additional needs and the support of our dedicated pastoral team are also outstanding. All stakeholders strive to fulfil the school's vision "Opening a world of opportunities" whilst ensuring the values "Demonstrating **respect** and **courage** in order to **flourish**" define the school's culture and are central to the running of the school and its academic and pastoral successes.

You will be joining a successful leadership team with the knowledge and skills to work with you, ensuring you can be a highly effective member of the team, whilst developing you to achieve your full career potential.

Please refer to information about the leadership team, our school, job description and person specification contained in this pack. A wealth of information is also available on our website <https://www.kngs.co.uk/>. We also offer a cycle to work scheme and Employee Assistance Programme.

The successful candidate will be committed to working with young people to ensure they flourish. They will recognise the importance of promoting and maintaining a cohesive school community through building positive



relationships with our students, staff, parents and carers. Exceptional communication skills are key to this role, alongside strong organisational skills and the ability to prioritise, problem solve see a vision and achieve this.

We welcome visits to the school, prior to making an application; further information can be found in the applicant pack on page 16; this page also shares information on how to apply for this opportunity.

Completed applications should be submitted by **8am** on **Tuesday 24th March 2026**. The selection day will take place on **Wednesday 15th April 2026**; candidates that are shortlisted will be advised before the end of term. Contact details for the post are included on page 16 of the applicant pack.

Thank you for your interest in this exciting opportunity; as CEO of WMAT and Headteacher of Kings Norton Girls' School and Sixth Form, I look forward to receiving your application and learning more about what you could bring to KNGS.

Yours sincerely

Mrs Nicola Raggett

WMAT CEO and Headteacher





About the School

Background, Ethos and School Developments

The school: Kings Norton Girls' School and Sixth Form is an outstanding school within the West Midlands Academy trust (WMAT). The school was founded in 1910 and occupies a leafy twenty-three-acre site in one of Birmingham's most pleasant residential areas on the south side of the city. It is a very local school, with the vast majority of students living within 2 km of the school. This has enabled the development of a strong community feel and neighbourhood links. The school develops confidence in its students which, together with their enthusiasm for learning and their determination to succeed, creates a powerful dynamic for continued improvement. Staff well-being is a high priority, and as part of this, an Employee Assistance Programme is provided. Our vision and values are central to all we do as staff, students and school board members; our aim is to: ***'Open a world of opportunities. Demonstrating respect and courage in order to flourish.'***

Our students: There are presently 1,092 students on roll and the staffing establishment is 125, which includes the Headteacher, 67 teachers and 57 support staff. Team working is strong and we pride ourselves in the quality of our relationships and the tangible mutual respect and care which is in evidence across the school, which reflects our school values.

The Sixth Form is full and oversubscribed with 280 students across Years 12 and 13. In 2015 we had our first intake of boys into the sixth form; numbers here have increased significantly.

The school is a popular choice and is always over-subscribed with applications of 820+ for the 160 places in Yr 7 and 350+ for sixth form places. Our catchment for year 7 entry in 2025 was 2.005 km. In 2025 GCSE attainment was excellent with 86% of all grades at 4+, 73.8% at 5+ and 21.8% at 7+. We were praised by the Rt Hon Bridget Phillipson, Education Secretary on the excellent outcomes achieved by our disadvantaged students during 2024–2025. In 2024, the results at GCSE were outstanding with a Progress 8 of +0.64. In 2025 A level results achieved an average grade of a B- with 30.4% of all grades at A*-A.





School Leadership: In our 2025 OFSTED inspection, it was confirmed that Leaders have a meticulous understanding of their school. Staff feel supported and empowered in their roles, are well informed and staff say that leaders engage well with staff in relation to their workload. The senior leadership team consists of

- Headteacher
- Deputy Headteacher: Curriculum (this advertised post)
- Deputy Headteacher: Students
- Assistant Headteacher: Data, Timetable, Examinations
- Assistant Headteacher: Teaching and Learning, Pupil Premium
- Assistant Headteacher: SENDCO
- Associate Assistant Headteacher: DSL (currently on maternity leave)
- Business Manager (0.2 FTE) and Chief Finance and Operations Officer of WMAT (0.8 FTE)

This well-established team are supported by 7 Faculty Leaders, 5 Heads of Year, Head of Sixth Form and a wider team of Subject and Key Stage Leaders. Staff work very closely to ensure the highest standards and aspirations in all aspects of school life. Our faculty structure is as follows: -

- English
- Maths
- Science: Including Computer Science and Psychology
- Humanities: Including RE, History, Geography, Sociology and Business Studies
- Arts: Music; Drama; Art; Textiles; Design and Technology; Food, Preparation and Nutrition and Health and Social Care
- PE
- MFL: Offering French in Year 7, French and Spanish in Y8 with both languages available at KS4.

Our full curriculum structure can be found at <https://www.kngs.co.uk/curriculum/overview/>

Governance: As a Deputy Headteacher, you will contribute to School Board reporting and will attend four meetings each year. As part of WMAT, the KNGS School Board sits within the Trust governance structure. Overseen by the WMAT Board of Trustees, the School Board oversees the school and has an extensive range of delegated responsibilities as follows: -

- Champion and foster WMAT's mission and principles in the school.
- Support the implementation of the school's vision, aims and objectives.
- Establish procedures for receiving the views of the school community, and ensure that the self and external evaluation outcomes (supported by the views of the school community) inform the School Development Plan.
- Contribute to and approve the school's self-evaluation and School Development Plan.
- Contribute to the development of the school budget and monitor the in-year financial position.
- Support and challenge the performance of the school through receiving and considering:
 - Self and external evaluation outcomes.
 - Information about staffing.
 - Work supported by WMAT centrally funded resources and the impact of this.



- Overview of the curriculum, its adaptation for cohort characteristics, its implementation and its impact (which may also be SDP priorities / Lead Governor roles).
- Quality of Education including information / data regarding pupil progress and attainment (including KS4 and KS5 outcomes), attendance, and behaviour and attitudes for learning (including suspensions and exclusions), Safeguarding, SEN, and Careers Education Information Advice and Guidance (CEIAG).
- Quality of Teaching.
- Any MAT or external reviews or quality assurance.
- Information regarding the implementation and impact of the School Development Plan, including through Lead Governor roles and visits.
- External reviews or assessments of school provision, including Ofsted reports.
- Ensure that School Board members are supported to enhance their skills and knowledge, including undertaking training as required.
- Make and be involved in decisions in accordance with the Scheme of Delegation; and
- Provide feedback and challenge to the Board of Trustees as advocates for the school.

Our school board is exceptionally supportive yet provide the necessary challenge to help drive standards even higher. They bring expertise from both education and commerce and play an active part in the life of the school.

Our networks: We are widely connected locally, working closely with South Network Schools, this brings a richness of collaboration around leadership, curriculum and inclusion. As part of this network the school is involved in developing and delivering on strategies to raise students' achievement and provides significant support for both teaching and support staff. As a member of WMAT, this has not changed and the additional benefits of cross school collaboration remain extremely valuable.

Professional Development: Professional development is a significant aspect of life at the school and is integrated into the school week. Staff are encouraged to deepen their subject knowledge and professional skills at all stages of their career. All staff new to the school participate in an induction programme and there is continued support for career growth.

Professionally this is a school with the very highest of expectations and aspirations but equally is richly rewarding. Staff are friendly, welcoming and supportive of colleagues. Our purpose is to ensure that the students, and the staff, all achieve the highest standards of which they are capable.





Key Facts and Statistics about the school

Type of School	Multi Academy Trust. Non-selective comprehensive girls' school, age range 11-16: Co-educational sixth form post 16.
Location	South Birmingham in the suburb of Kings Norton, West Midlands.
Age range	11—18
Number of students	1092
Number of staff	1 Headteacher, Teaching 67, Support 57
Date school established	1910
External recognition	Ofsted rating: Outstanding, July 2019; ungraded inspection January 2025, maintained and improved standards.
Attendance	95.5% (pre-Covid), 94.1% May 2025.
Pupil Premium	Year 7 to 11, 30%
SEN	18%
EAL	12%

The school's academic achievements 2025

GCSE Results	<p>% gaining 7+ in English and maths 18.2%</p> <p>% gaining 5+ in English and maths 61.3%</p> <p>% gaining 4+ in English and maths 82.4%</p> <p>English Grade 4 or above: 89.4%</p> <p>English Grade 5 or above: 80%</p> <p>English Grade 7 or above: 42.1%</p> <p>Maths Grade 4 or above: 84.4%</p> <p>Maths Grade 5 or above: 63.8%</p> <p>Maths grade 7 or above: 23.3%</p> <p>Entering EBACC: 82.5% (compared with national average of 40.5%)</p> <p>Achieving EBacc: 5+ 43.8%, 4+ 63.1%</p>
A Level Results	<p>A* - A all entries: 30.7%</p> <p>A* - B all entries: 59.4%</p> <p>A* - E: 97.5%</p> <p>Average grade: B-</p> <p>Value Added: -0.07 2025; +0.12 2024</p>
Progress 8	+0.64 (2024); +0.67 (2023)
University Admissions	Our students progress to high quality destinations; they are successful with applications to Russell Group universities, Oxbridge, an increasing number of apprenticeships, conservatoires, many other top universities and carefully planned gap years.



About West Midlands Academy Trust (WMAT)

WMAT has approximately 500 staff and 4000 students. At the heart of our Trust is our vision: “Achieving more together.” This vision drives everything we do, as we work to equip young people with the knowledge, skills, and mindset to thrive academically, socially, and personally, not only during their time in school, but also in the workplace and in life. The Trust’s culture is driven by our vision of “Achieving more together” which is realised through:

- A relentless focus on delivering an excellent quality of education across all our academies, ensuring strong progress and attainment for all students.
- A commitment to personal development and well-being for both staff and students.

At WMAT, we believe in “achieving more together” through shared commitment, strong leadership, and a focus on continuous improvement, creating a brighter future for every student. The Trust’s vision is supported by its values of:

- Integrity
- Collaboration
- Aspiration
- Respect
- Equality and Inclusion.

We pride ourselves on: -

- Genuine collaboration between academies, where sharing expertise and providing mutual support is fundamental.
- Collective responsibility, ambition, and high expectations for all staff and students across the Trust.
- Supported accountability, driven by a collaborative, reciprocal and robust Trust quality assurance programme, to ensure we achieve our goals together.
- High-quality, tailored staff professional development to support continuous growth.
- A staff-focused culture, where the role of leaders is to facilitate exceptional provision, enabling staff to perform at their best for the benefit of our students.

We also understand the importance of respecting individual school identities, whether through their names, logos, uniforms, timetables or curricula. While we adopt a strategic approach that is responsive to the needs of each school, we recognise that one size does not fit all as we look towards future opportunities.

Our operational model focuses on: -

- Earned autonomy with accountability, offering schools variable delegations and freedoms based on performance and need.
- Shared services that maximise efficiency, reduce costs, and enhance school leadership capacity to prioritise educational provision.
- Central policies designed to foster collaboration, ensure compliance, and ease workload pressures. School led policies such as Behaviour for Learning, reflect the individual needs of the school.
- Financial sustainability is also a key priority for us. The Trust and the individual schools within it are financially secure and sustainable.
- School led budgeting with a focus on each school being financially self-sufficient, ensuring resources are allocated effectively to teaching and learning, and pupil support alongside strategic estates and resource management.



- We prioritise “good growth “, expanding the Trust thoughtfully to ensure the right schools join at the right time.
- A conducive physical environment that sets high expectations for learning and work, supported by an efficient central team and infrastructure.

We are proud of many developments over the past year, both at Trust and individual school level. Now WMAT is at a point of change, with exciting opportunities for growth; these are based on our strong foundations in all aspects of educational excellence, finance and operations, leadership and management and Trust and school governance.

Executive Leadership Team

- Chief Executive Officer: 0.4 FTE
- Chief Finance and Operations Officer: 0.8 FTE (currently seconded until January 2027)
- Three Headteachers of the founding schools at point of transfer/conversion.

Shared Services (currently)

- Head of HR: 1.0 FTE, permanent.
- IT Lead: 0.4 FTE, currently seconded until January 2027
- Estates Lead: 0.4 FTE, currently seconded until January 2027
- Marketing Lead: Full time, currently seconded until January 2027

Finance teams: Three teams currently work in individual schools; they will relocate to their central location at Swanshurst School in February 2026 in order to realise greater efficiencies across the Trusts financial functions.





Job Description

Hours: Full-time

Contract type: Permanent

Reporting to: The Headteacher

Line Management: A number of Faculty Leaders (to be confirmed)

Job purpose: To lead the curriculum across the school. To lead, monitor and evaluate the self-review (quality assurance) process with fidelity, to enable all students to flourish. To lead professional development. To be a member of the Senior Leadership Team and play a full part in the management and leadership of the school and to lead staff professional development. Other responsibilities will depend partly on the strength of the individual appointed, and the current needs of the school. The post holder will be expected to be flexible, to grow into assuming leadership and any other areas required by the school.

General SLT Roles and Responsibilities

- To carry out the duties of a school teacher as set out in the latest School Teachers' Pay and Conditions document.
- Have a strategic vision in all areas of responsibility.
- To support the work of the whole leadership team.
- Support Faculty Leaders and the SLT in the leadership, development and delivery of the curriculum.
- To make a significant individual contribution to and gain a high level of commitment from others towards the achievement of whole school vision and objectives.
- Promote the school as a dynamic and forward-thinking centre of excellence.
- Promote the school vision and values in all aspects of their work.
- Model at all times behaviours which create a culture of mutual respect, support and challenge so that all feel confident to improve practice.
- Make a major contribution to the smooth running of the school on a day-to-day basis.
- Act and communicate in a way which is consistent with agreed plans, following through on decisions made.
- Support, challenge, and hold to account, all staff in delivering the highest quality provision for students across the school.
- Participate actively in the work of the School Board, including preparing reports for School Board meetings and attending and presenting within their area of responsibility.
- Provide information as required for WMAT Board of Trustees meetings.
- Actively participate in the work of WMAT, liaising with and supporting other schools in the Trust as appropriate.
- Contribute to ensuring that the leadership team has a presence at whole school functions, parent's evenings and events.
- Be committed to personal professional development.
- Lead staff working and UPR groups as required.
- Contribute to related areas of the SEF and SDP.
- Work with external services.
- Line management of Faculty and support staff as required.
- Development and implementation of relevant policies.



- Contribute to the work of the South Area Network.
- Communicate and work with parents and carers.
- Develop and deliver themed off timetable day where required and as identified in the School Development Plan (SDP).
- Liaise with the WMAT Marketing Lead to ensure appropriate celebration and communication of events and student outcomes and successes.
- Deputise for the Headteacher in her absence.
- Support the HR functions as required.

Ethos and values

- As a member of staff at this school, you are expected to act in accordance with the ethos of the school at all times and follow all policies and the staff code of conduct. You can expect to have opportunities to contribute to the growth of the school, and for your professional development to be furthered.

General

- To carry out other duties commensurate with the grade and nature of the post.
- To participate in the school's arrangements for performance management and continued professional development.
- Contribute to whole school policy development through communication routes and consultative procedures.
- Support school in meeting the Keeping Children Safe in Education (KCSIE) agenda in respect of safeguarding.
- The post-holder is expected to make themselves aware of and comply with KNGS Health & Safety Policy, including functions delegated to their role within the policy and to report any concerns to the appropriate person. This will support the school in meeting the well-being agenda in respect of health and safety of students.
- To actively participate in professional development opportunities as required by the school for the role.

Note

- It is a requirement of the role to have appropriate DBS clearance at enhanced level.
- This job description is not necessarily a comprehensive definition of the post. The post holder is required to be flexible in developing the role in accordance with changes within the KNGS management agenda and priorities. It may be subject to modification or amendment at any time after consultation with the holder of the post. The job description will be reviewed at least once every two years as part of the appraisal process.



Person Specification

The following outlines the key skills and experiences required for this position. The shortlist process will assess each candidate against the criteria listed below, expecting candidates to demonstrate knowledge and understanding of each area, and to show evidence of having applied (or awareness of how to apply) this knowledge and understanding in an appropriate context. You should refer to these requirements when completing your application, and short-listed candidates will be expected to demonstrate these through the subsequent selection process.

Qualifications
<p>Essential</p> <ul style="list-style-type: none">• First degree.• Qualified Teacher Status. <p>Desirable</p> <ul style="list-style-type: none">• Evidence of further, relevant professional studies/development.
Experience
<p>Essential</p> <ul style="list-style-type: none">• Experience as an Assistant Headteacher or equivalent in a secondary school.• Teaching experience at KS3 and KS4.• Understanding of child protection and safeguarding requirements.• A continued commitment to personal professional development. <p>Desirable</p> <ul style="list-style-type: none">• Experience of more than one school or academy.• Teaching experience at KS5.
Professional Competencies and Qualities
<p>Essential</p> <ul style="list-style-type: none">• An excellent teacher.• A strong understanding of exceptional teaching practice; intent, implementation and impact.• A commitment to enable every child to flourish.• Strong personal commitment to inclusion, equality and diversity.• Self-managing and emotionally intelligent.• A strong presence enabling high visibility in the school environment.• High standards of personal and professional conduct.• Effective and persuasive communicator both orally and in writing.• A visible, confident and courageous presence in the school.• Maintains confidentiality.• A reflective practitioner who actively listens to, acts on and gives constructive feedback in order to build on strengths.• Demonstrates humility and a commitment to collaboration, building trust within and beyond the school community to ensure all have the environment in which to flourish.• Creates a safe environment for innovation and risk-taking.• Treats everyone with respect.• Strong commitment to prioritising staff well-being.



Leadership and Management

Essential Knowledge and Understanding of:

- OFSTED requirements and current educational issues with a sound understanding of developments in education at local and national levels.
- A strong understanding of the secondary curriculum, including potential structures.
- A strong understanding of the curriculum for the inclusion of all students.
- Planning and leading research-based staff training and professional development.
- Strategic planning processes, tools and techniques.
- Capable of leading change, creativity and innovation.
- Achieving stakeholder and community engagement.
- The importance of promoting the school's culture and ethos and modelling the vision and values of the school.
- Strategies to improve behaviour and the ability to learn.
- Applying research informed practice to improve outcomes.
- Building motivation, including the importance of celebrating achievement.
- Collaboration and partnership working.
- Whole school evaluation and improvement strategies.
- Design, development, delivery and leadership of aspects of the curriculum.

Essential Skills:

- Models of effective leadership and organisational structures.
- Evidence of having successfully translated vision into reality at whole school level.
- Strategic, analytical and creative thinker.
- Deals effectively with complexity and uncertainty.
- Manages multiple and competing priorities effectively.
- Communicates and engages effectively with students, staff and parents/carers orally and in writing.
- Develops, communicates and ensures fidelity to policy and practice
- Devises, implements and reviews effective and efficient systems.
- Analyses performance data to improve student academic and pastoral outcomes.
- Maintains high standards by holding others to account.
- Motivates, enthuses, inspires and empower others.
- Build and lead effective teams.
- Creates an environment which enables everyone to perform at their best and underpins effective employee relations and supports staff wellbeing.
- Gives feedback and provide support to improve performance
- Delegates, collaborates and distributes leadership
- Forges positive relationships both within school and the wider community.

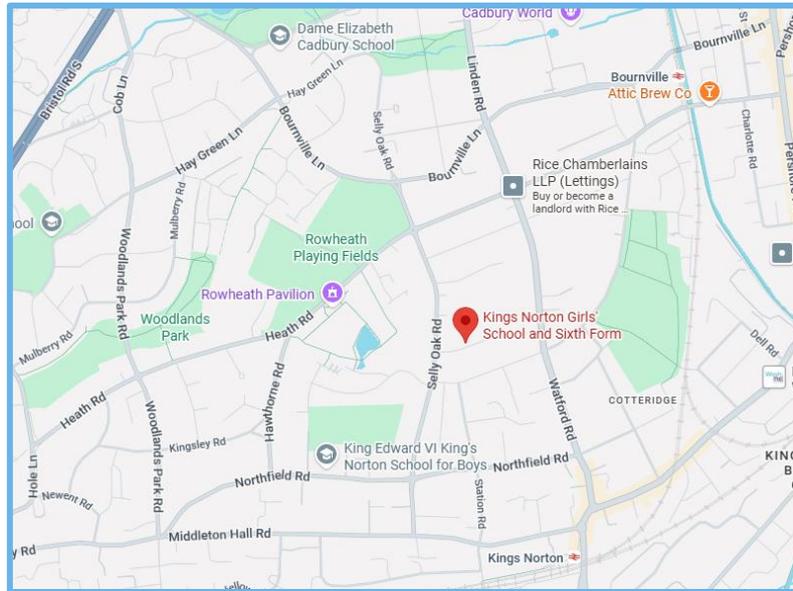
Desirable Skills:

- Works strategically with the School Board.
- Use of tools to support data analysis such as SIMS, SISRA.
- Use of tools to support safeguarding such as CPOMS.
- Worked effectively with external services to support Students including alternative provision settings.
- Establish and engage in partnerships, including working with multi-agency teams.
- Strategic financial planning, budget management and principles of best value.
- School-to-school collaboration.
- Contribution to achievement of community cohesion.



Our local area

Kings Norton Girls' School and Sixth Form is located in the leafy suburb of Kings Norton, closely bordered by Bournville which benefits from green open spaces. The area is renowned for its exceptional schools at both primary and secondary level. KNGS is well connected to local transport links, including the Birmingham Cross City rail line from Redditch to Lichfield, with 2 adjacent train stations: Kings Norton and Bournville.



KNGS is part of the South Area Network (SAN) of Secondary schools. KNGS takes an active part in the SAN, a grouping of 21 secondary schools in South Birmingham that includes mainstream (both mixed and single sex) alternative provision and SEND specialist settings. SAN focuses on collaboration, professional development, and sharing resources through initiatives, this culminates in a cross-network training afternoon between schools each February and celebration of the Arts at an event in June. The SAN also facilitates a collaborative sharing panel to support those students that may be struggling in their home school, with all schools playing an active part in both referring and receiving student referrals.

The area our school serves, offers a strong sense of community with a mix of residential neighbourhoods and local amenities. Our school is within easy reach of the 2 other schools in our Trust; Hall Green Secondary School and Swanshurst School, this supports collaborative working.



How to apply

Submitting your application: Applications should be submitted using the school's application form via the My New Term Recruitment Portal. As part of the application form, candidates must provide a personal statement of up to 1,200 words, demonstrating how they meet the criteria in the person specification. CV's, additional covering letters and any other additional documents will not be accepted or considered.

Key dates

Closing date and time	Tuesday 24th March 2026: 8.00am
Selection day	Wednesday 15th April (please note shortlisted candidates will be informed if they are invited to interview by the end of term)

Opportunities to find out more: We welcome informal visits to the school and a conversation with the current Headteacher and WMAT CEO, Nicola Raggett and/or another member of SLT; please note this opportunity is only available up until the deadline date for applications. The following dates are available to meet at Kings Norton Girls' School and Sixth Form, Selly Oak Road, Kings Norton, B30 1HW. Please note, the visit may not be a one-to-one appointment as several prospective applicants may attend at the same time; there will be opportunity to ask questions.

Tuesday 17th March: 2.00 – 3.00 pm
Wednesday 18th March: 2.00 – 3.00 pm
Thursday 19th March: 2.00 – 3.00 pm
Friday 20th March: 2.00 – 3.00 pm

If the dates and times available are not suitable, it may be possible to arrange a phone call. For all enquiries about the application process, including arranging a visit to the school please contact Denise Wilson, PA
dwilson@kngs.co.uk

Commitment to Safeguarding and Safer Recruitment Practices: We welcome applications from candidates of all backgrounds. WMAT is committed to safeguarding and promoting the welfare of children and young people. Online searches will be conducted as part of the pre-employment checks.

This role is not exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020. All shortlisted candidates will be subject to online checks, they will also be asked to complete a criminal records self-disclosure form and successful candidates will be subject to Disclosure and Barring Service (DBS) checks at enhanced level, along with other relevant employment checks. This role has been identified as public facing in accordance with Part 7 of the Immigration Act, and therefore the ability to fulfil all spoken aspects of the role with confidence in English will be required.



Privacy notice for job applicants

This privacy notice advises job applicants of the school's data protection responsibilities on the collection and processing of their personal information. We collect and process your personal data as part of the recruitment process in relation to the role you are applying for. We are committed to being transparent about how we collect and use that data and to meeting our data protection obligations. We are required to explain how and why we collect such data and what we do with that information. This notice will also provide information as to what you can do about your personal information that is held and processed with us. We have appointed Matt Henry, Data Protection Officer as the person with responsibility for ensuring that applicants' personal information is held and processed in the correct way. He can be contacted at mhenry@wmatrust.co.uk. Questions about this policy, or requests for further information, should be directed to him.

You can find our privacy notice on our website at <https://www.kngs.co.uk/wp-content/uploads/2022/05/Privacy-Notice-Job-Applicants-v2-May-2022.docx.pdf>

Submission of your application form confirms that you have read and understood our privacy notice.