



St Augustine's Catholic College

Together we're stronger

Candidate Information Pack

Deputy Headteacher
(Inclusion)
for September 2026





Welcome from the Head Teacher

Thank you for your interest in this exciting opportunity and for taking the time to look more closely at the detail.

St Augustine's is a Catholic College with a proud history which, in recent years, has undergone significant change as we move towards becoming a place of outstanding education for all young people. Over 300 years ago, St John Baptist de La Salle told his followers that *"the most important miracle you can perform is to touch the hearts of the young people entrusted into your care."* That same vision shapes our work today.

We are looking for an exceptional leader who is open to being shaped by the work they do and the example they set within our community. The culture we have built is one of sustained improvement, resulting in an outstanding educational experience for our students. Our consistent academic success is one marker of this, but we believe the true hallmark of an excellent school lies in the quality and depth of collaboration at every level.

Here at St Augustine's we have fostered a coaching culture, built on trust, which enables colleagues to be reflective practitioners who support, challenge and inspire one another to reach the highest levels of excellence. We are looking for a leader who understands that service and hospitality form the foundation of relationships that nurture, challenge and bring out the best in others.

We warmly invite all prospective candidates to visit our College and experience this for yourselves. To arrange a visit, please contact Mrs Rachael Byrne (contact details below).

As part of our recruitment process, shortlisted candidates will also have the opportunity to welcome either myself or our Deputy Head into your school for an informal visit, giving you the chance to share something of the work you have been involved with as an aspiring leader.

Thank you once again for your interest in this position. We look forward to hearing from you soon.

Mr Aidan Dowle
Headteacher

To arrange an informal visit to the College or if you have any questions, please contact Rachael Byrne, Business Manager by email hr@st-augustines.wilts.sch.uk or telephone 01225 362007





Mission Statement

This statement combines the reflections of staff and students in 2024/25

At St Augustine's we aim to deliver a high-quality education that inspires students and staff to explore their unique gifts, realise their full potential, and contribute meaningfully to an everchanging world.

As a Catholic Lasallian College, we are dedicated to creating a safe, welcoming and inclusive community where every individual's dignity is respected, valued, and supported.

Guided by our faith and rooted in Gospel values, we believe that 'Together, we are stronger.' (1)

(1)The title of our College Song



"To touch the hearts of your students is the greatest miracle you can perform"

St John Baptist De La Salle



Safeguarding Statement

We recognise that the welfare of the child is paramount and take seriously our responsibility to safeguard and promote the welfare of the students in our care. The college believes that all children and young people have the right to grow up in a safe and caring environment, which includes the right to protection from all types of abuse.

The students in our care have the right to expect adults in positions of responsibility to do everything possible to foster these rights. They have the right to be safeguarded from harm or exploitation whatever their: • race, religion, first language or ethnicity • gender or sexuality • age • health or disability • political or immigration status

Governors and staff in this college understand the importance of working in partnership with children, their parents/carers and other agencies in order to promote children's welfare.

Purpose

The purposes of the policies which are linked to this statement are to:

- afford protection for the pupils at St Augustine's
- enable staff and volunteers to safeguard and promote the welfare of children
- promote a culture which makes this school a safer place to learn

Scope

All policies apply to the Headteacher, all staff (including supply and peripatetic staff), volunteers, governors or anyone working on behalf of St Augustine's

We will endeavour to safeguard children and young people by: • valuing them, listening to and respecting them • involving them in decisions which affect them • making sure all staff and volunteers are aware of and committed to the safeguarding policy and child protection procedures • sharing information about concerns with agencies who need to know, and involving children and their parents/carers appropriately • recruiting staff and volunteers safely, ensuring all necessary checks are made • adopting a code of conduct for all staff and volunteers • providing effective management through induction, support and training • ensuring staff and volunteers understand about 'whistle blowing' and dealing appropriately with allegations/concerns about staff or volunteers, in accordance with Government guidance





About the role

Deputy Headteacher

St Augustine's is a vibrant and successful Catholic Lasallian College with a strong sense of mission and community. We are seeking to appoint an outstanding strategic leader to join our dynamic and innovative Senior Team as Deputy Headteacher (Inclusion).

This is a reserved post and we are seeking a practising Catholic. This is a unique opportunity to work with us to shape the vision and future of Catholic education in our Diocese and within our Lasallian network.

We are looking for an ambitious and inspirational leader who can bring vision, energy and a proven track record of driving improvement. In this role we are looking for someone with significant experience and strength in leading the pastoral and safeguarding strands of our improvement drive. The specific responsibilities will be shaped around the strengths of the successful candidate and the needs of the Senior Team. We are looking for someone who can see how to ensure that these essential strands underpin the progress and life opportunities for all of our young people. The successful candidate will ensure that the wellbeing, inclusion and safety of our young people remain at the heart of College life

There is also an expectation that the successful candidate will work closely with the Headteacher to ensure that the Lasallian Catholic life of our school serves to underpin all that we do. To achieve this, the successful candidate will be supported to gain experience of leadership across a full range of school improvement opportunities, and there will be on-going opportunities to gain valuable experience in an acting headteacher capacity. This will enable them to develop as a confident, versatile and well-rounded senior leader with the capability to deliver at the highest levels of school leadership. Our focus for all improvement is centred on the importance of 'culture' and how to utilise this to drive sustainable change.

This is a rare opportunity for an aspiring senior leader to help shape the next stage of our improvement journey, in a school community grounded in Catholic Social Teaching and the Lasallian tradition of faith, service and excellence.





Senior Leadership Team roles and responsibilities

Deputy Headteacher (Quality Assurance, Academic & Pastoral)

Use of data to drive progress
Pupil Premium and progress of
vulnerable groups

Deputy Headteacher (Inclusion)

Pastoral
Safeguarding

Headteacher

Overall strategic direction
Leadership development
and formation of Catholic
Life throughout
the College

Assistant Headteacher (Curriculum)

KS3/4/5 curriculum
Y9 options
Examinations
Reporting & Assessment
Careers

Business Manager

Finance
HR
Premises and H&S
Support staff teams and
external partners

Assistant Headteacher (Teaching & Learning)

Coaching programme
AI
CPD
Student voice
WWW tutor programme

Assistant Headteacher (Behaviour, Safeguarding and Attendance)

DSL
Behaviour and rewards
Pastoral system
Attendance

Extended Leadership Team:

Sixth Form; Catholic Life; Communications, marketing and events; PGCE / ECT



Job Description

St Augustine's Catholic College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post requires a satisfactory enhanced DBS disclosure.

Job Title: Deputy Headteacher

Reports to: Headteacher

Pay: Leadership 14 - 18

Hours: 1.0 WTE

Main Purpose

- To be an outstanding strategic Catholic leader, able to develop and articulate the vision, values and ethos of St Augustine's Catholic College in line with the teachings of the Catholic Church and the Lasallian Tradition.
- Provide exemplary leadership (in line with the national Headteachers' standards) that inspires and challenges the potential found within everyone.
- A willingness to develop as a senior leader across the broad spectrum of school improvement.
- Initially, taking lead responsibility for the pastoral and safeguarding provision of the College, ensuring that systems for behaviour, attendance, inclusion and wellbeing are effective, consistent and deeply rooted in Catholic Social Teaching.
- Contribute to the strategic leadership of the College across all areas of improvement, ensuring that pastoral, curriculum and quality assurance priorities are integrated for maximum impact.
- Model and develop a level of excellence in leadership which enables the highest expectations for staff and students.
- Work with the Headteacher and Senior Team to develop a culture that achieves the highest standards in the spiritual, academic, cultural and emotional life of the College.

Strategic Direction

- To lead strategically on the development and quality assurance of the College's pastoral and safeguarding systems, collaborating with leaders to ensure these are embedded, consistent and impactful across all aspects of College life.
- To work with the Headteacher to lead and develop the Catholic Lasallian life of the College so that it permeates every level.
- To continue the development of a culture of safeguarding and wellbeing, ensuring statutory compliance and best practice.
- Contribute to and model the leadership of the College Improvement Plan (CIP) and Self-Evaluation Form (SEF), ensuring that evidence of impact informs our sustainable improvement drive.
- Maintain a detailed understanding of Ofsted and Section 48 frameworks, ensuring alignment with the College's Catholic ethos and mission.
- Work with governors, staff and partners to secure the long-term success of the College through sound planning, collaboration and innovation.

Teaching and Learning

- Promote high standards of teaching, learning and behaviour, consistent with Catholic values and the Lasallian tradition.
- Ensure inclusion is at the heart of classroom practice across all subject areas, so that all students can access the curriculum and achieve well regardless of their starting point.
- Monitor and evaluate outcomes for vulnerable groups, ensuring interventions remove barriers to learning.
- Strengthen the interdependent link between pastoral care and academic progress, ensuring students' wellbeing supports their achievement.
- Foster strong partnerships with parents and the wider community to support student achievement and personal development.
- The postholder may be allocated a teaching commitment of up to 0.2 WTE (equivalent to 10 lessons per fortnight), which may be in any discipline as required to meet the curriculum needs of the College.

Leadership and Management

- Provide visible leadership of safeguarding, ensuring policies and practices are consistently applied and staff are confident and well trained.
- Line manage key pastoral leaders, including pastoral leaders, to build their capacity through coaching.
- Contribute to performance management and appraisal processes, ensuring fairness, consistency and high expectations across the College.
- Lead and contribute to CPD, especially in safeguarding, pastoral practice, wellbeing and inclusive education.
- Promote staff wellbeing and work/life balance.
- Deploy staff and resources efficiently to meet strategic priorities.
- Ensure policies and procedures relating to pastoral and safeguarding are regularly reviewed and implemented effectively.

Safeguarding

- Act as the **senior leader responsible for safeguarding**, ensuring the College meets all statutory duties and safeguarding remains central to its culture.
- Provide clear professional leadership and expertise in safeguarding, child protection and safer recruitment.
- Oversee safeguarding systems, case management and partnerships with families and external agencies.
- Ensure students know their rights, are confident to raise concerns, and trust that they will be listened to and supported.

Operational Leadership

- Share responsibility for the smooth day-to-day running of the College, ensuring a safe, calm and purposeful learning environment.
- Lead daily senior team briefings, duties and routines as required.
- Act as the senior leader on site in the Headteacher's absence, with authority to take decisions on all operational matters.
- Contribute to oversight of health and safety and risk management across the College.
- Support the organisation and leadership of major College events (e.g. open evenings, parental engagement, celebrations, liturgies).

Deputising for the Headteacher

- Work with the Senior Deputy Head (Quality and Standards) to deputise for the Headteacher in all relevant matters.
- Attend Governing Body meetings and prepare reports on pastoral and safeguarding matters as required.
- Lead the College on a day-to-day basis if required.
- Provide spiritual leadership of staff and students in prayers, assemblies and liturgical celebrations.

Accountability

- Provide accurate advice and support to governors to enable them to discharge their statutory duties.
- Present a coherent and accurate account of the College's performance to governors, parents, the Diocese, Ofsted, DfE and other stakeholders.
- Maintain high standards of self-reflection, professional development and research-informed practice.

Strengthening College Links

- Recognise and promote the College's place in the mission of the Church, working with the Diocese, local parishes and Catholic schools in the Emmaus Partnership.
- Strengthen partnerships with local schools, the LA and community organisations.
- Promote diversity, inclusion and mutual respect, building a culture and curriculum that celebrates the richness of the community.

This job description sets out the main duties of the post. The Deputy Headteacher is required to undertake any other reasonable tasks at the discretion of the Headteacher or the Chair of Governors.

This post is subject to an Enhanced DBS Check.



Person Specification

	Essential Requirements	Desirable Requirements	How identified
Qualifications and training	<ul style="list-style-type: none"> • Qualified Teacher Status (QTS) • First degree level qualification • Safeguarding training • Evidence of ongoing professional development 	<ul style="list-style-type: none"> • Experience of leadership / line management of SEND • Higher degree level qualification • NPQH / SL qualifications • Catholic Teacher's certificate or equivalent theological qualification 	Application form
Faith Commitment	<ul style="list-style-type: none"> • Practising Catholic • Ability to support and lead the Catholic identity of the College and nurture the students' spiritual development including the ability to lead collective worship 		References / interview
Leadership experience	<ul style="list-style-type: none"> • Recent, successful experience in school Improvement as a Senior Leader in a secondary school • Fully conversant with the process of school self-evaluation • Experience of leading and managing significant change at senior or middle leadership level. • Able to use data to make strategic decisions • Proven success in building positive collaborative relationships with a range of internal and external stakeholders. • The ability to lead, coach and motivate staff within a performance management framework, providing professional development and effectively managing any underperformance • Ability to inspire and engage staff, pupils, parents and the wider community • Evidence of being a reflective, research-informed leader who responds to feedback and is open to learning. 	<ul style="list-style-type: none"> • Experience of involvement in managing school finances and budget. 	Application / interview and selection process

Person Specification - continued

	Essential Requirements	Desirable Requirements	How identified
Professional knowledge and understanding	<ul style="list-style-type: none"> • Expert knowledge of the role of the governing body • Expert knowledge of curriculum, teaching and learning and pastoral workings of a school • Knowledge and ability to ensure safeguarding and promote the welfare of all children. • In-depth knowledge of current educational developments, priorities, legislation and inspection frameworks for Catholic education • Solid IT skills including personal use of Microsoft Word and Excel in order to improve education provision 		Interview and selection process
Values	<ul style="list-style-type: none"> • Commitment to living out our Lasallian values and being an example to others • Commitment to making learning challenging and engaging for all pupils • Commitment to constructive working relationships with parents, governors and the wider community • Commitment to supporting the wellbeing and work-life balance of all colleagues • Holds high expectations of pupil behaviour and achievement 		Application form and interview
Personal qualities and skills	<ul style="list-style-type: none"> • A positive and relatable role model who engages with pupils and staff and college life effectively • Thinks strategically and confidently makes decisions with a relentless focus on improvement, showing stamina, resilience to achieve aims • An ability to de-escalate emotionally complex situations and seek opportunities for making connections and growth. • Organised with ability to prioritise and manages time well. • Impact and presence which will inspire, challenge, motivate and empower teams/individuals to achieve • Compelling communicator who is able to engage with an audience of students, staff and parents • Passionate about the importance of Catholic education • Enthusiasm to contribute to the wider life of the college and community • Ability to listen and show empathy, be reflective and self-aware and learn from feedback 		Interview and selection process



A Career at St Augustine's

St Augustine's Catholic College is seeking to appoint outstanding individuals. Staff are our most valued asset and we aim to support them both in their current roles and to develop them for future careers. Working alongside the teaching staff, we have a skilled support staff team who perform vital roles within the College. Continuous professional development plays an important role in ensuring that the quality of teaching is very high within the College. There are many opportunities for development, with staff working collaboratively with neighbouring secondary schools within the area.

Professional Development

At St Augustine's, we tailor CPD to an individual's aspirations and make sure that lesson observations are developmental and thoroughly supportive. We run pop up hotspots led by staff, to coach and mentor one another, encouraging a culture of collaboration. All support staff meet annually with their line manager to discuss their career aspirations and how the College could

help support those. There is a well-developed induction programme to ensure that new staff settle in well and any additional needs are discussed. Training courses on a wide range of topics are available and the College is always open to consider appropriate professional qualifications. Staff are encouraged to join supportive peer groups which may be comprised of local or national colleagues working in a similar role and the College works hard to foster links with other local schools to share ideas and support each other. Support staff are considered integral to the successful running of the school and are expected to take part in whole school training and team building events where appropriate.

Cyclescheme St Augustine's Catholic College is a registered employer of the Cyclescheme which is the UK's most popular Cycle to

Work benefit, providing staff members with the opportunity to purchase a bike of their choice, tax free. Staff can save 25-39% of the cost of a new bike and accessories whilst also spreading the cost. Payments are deducted via payroll over a term of 12 months.

Staff Wellbeing

A Staff wellbeing group has been set up, giving opportunities for staff to suggest strategies that would possibly impact wellbeing, alongside regular wellbeing audits. We pride ourselves on being a family-centred College, with policies such as Shared Parental Leave and Flexible Working to reflect this.

We understand the importance of a healthy work/life balance so we make sure that there is minimal report writing and data capture is measured and timely – we report progress two or three times a year (depending on year group). We also have a marking and feedback policy that considers a teacher's workload and is tailored to each individual department.

Pension Scheme Contributions

The Local Government Pension Scheme (LGPS) is available to all support staff and is a Defined Benefit pension scheme based on your salary and how long you have paid in. It offers a secure income for life which increases every year in line with inflation. The College pays in a large percentage to ensure that your fund is sufficient at the time you retire.

Benefits are:

- You will receive tax relief on the contributions you pay (calculated as a % of your annual pay)
- You have the option to increase your own contributions
- There is a 50/50 option where you can pay half of your normal contribution in return for half your normal pension when times are financially tough
- Your family receives immediate life cover and there is a pension for your spouse or partner and eligible children in the event of your death in service
- If you become seriously ill you can take your pension straight away



Pension Scheme Contributions (cont'd) The Teachers' Pension scheme is available to all teaching staff and is a Defined Benefit pension scheme based on your salary and how long you have paid in. It offers a secure income for life which increases every year in line with inflation. The College pays in a large percentage (currently 28.68%) to ensure that your fund is sufficient at the time you retire. Benefits are:

- You will receive tax relief on the contributions you pay (calculated as a % of your annual pay)
- You have the option to increase your own contributions
- Your family receives immediate life cover and there is a pension for your spouse or partner and eligible children in the event of your death in service
- If you become seriously ill you can take your pension straight away
- Your pension is normally payable from your normal pension age but you can choose to retire or flexibly retire any time after 55 which will increase or decrease your pension.

Support The school calendar and training is planned in advance across the whole year so people know what is happening and when. We have a highly effective and proactive support staff that play an important role in supporting teaching and learning, including an in-house cover supervision team.

Community Focused At St Augustine's we are a community working together with a common purpose and motivation. An important part of working together as a community involves valuing each other, working together and living in friendship; empowering us all to be the best we can be. Our aim is to ensure that all staff feel welcome, recognised and valued as members of our inclusive Christian community. Every member of staff is treated with equality, dignity, and respect; staff are protected from discrimination, and diversity is embraced. We aim to give every member of staff equal access to opportunities, while catering to individual needs, which will allow them to contribute fully and fairly to flourish in our faith community.



How to apply

If you feel that you would like to join this thriving department, and that you can offer what we seek, please complete the application form via MyNewTerm. Please consider all the details of the candidate information pack, complete all sections of the application form including your supporting statement that sets out your interests in this post, how you meet the requirements for this role and your ambitions for the College.

Completed application forms should be returned via email to HR@st-augustines.wilts.sch.uk before the deadline date.

Applications will be reviewed as they are received. Early application is therefore advised with interviews possibly being arranged in advance of the closing date.

St Augustine's Catholic College reserves the right to make an appointment before the closing date.

To arrange a tour or an informal conversation about the role, please email HR@st-augustines.wilts.sch.uk.

Please visit our website at www.st-augustines.wilts.sch.uk for more information about our College.



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