



ASSISTANT HEADTEACHER

High Tunstall College of Science Job Pack

Inspire | Support | Achieve

Dear Applicant

Thank you for taking the time to consider becoming a member of our incredible College where the students matter and so do the staff.

Having been Headteacher at High Tunstall College of Science for over 10 years, I am very proud of what we have achieved. We are the school of choice in Hartlepool, with a waiting list in all Key Stage 3 year groups and staffed by well qualified, supportive members of "Team Tunstall".

Our new £18m, state-of-the-art College building opened in November 2019 meaning we now have the facilities to ensure we get the outcomes for young people that they desire. For the development of Physical Education at High Tunstall College we have invested an additional £1.5million in upgrading our facilities.

As a College we were first rated **Good** by Ofsted in June 2016, which was reconfirmed in their section 8 visit in July 2021. We are very proud to be recognised in this way.

If you wish to find out more about High Tunstall College of Science I would encourage you to visit our website www.htcs.org.uk. If you choose to apply for the post then I look forward to receiving your application.

Best wishes

Mark Tilling

Headteacher

High Tunstall College of Science

**Introduction
from the
Headteacher**





Our ethos at

High Tunstall

At High Tunstall, our vision is that we inspire and support our learners to achieve their potential. We do this by developing our High Tunstall Learners within our community.

‘As High Tunstall Learners we INSPIRE one another by getting involved, being imaginative and enjoying challenges. As High Tunstall Learners we SUPPORT one another by showing respect, being positive and having pride in our community. Together, as High Tunstall Learners we can ACHIEVE. The High Tunstall Learner – Embrace Every Opportunity’

We develop High Tunstall Learners by instilling our Magnificent 7 character traits within all in our community. There are 3 Personal Development characteristics and 4 Learner Development characteristics which can be seen below...





WELCOME

High Tunstall College of Science is an 11-16 Maintained Foundation School in the west of Hartlepool, North East England. The facilities that we have are unbeaten within Hartlepool Secondary Schools and a visit is recommended to see just how good they really are.

The College is proud of its place in the community and under the "Tunstall Active" badge offers much in terms of facilities to all in the town. All of our facilities are accessible to the wider community which include a swimming pool, hydrotherapy pool, community gym, refurbished MUGA and new 3G football pitch.

We are proud of the staff and students of the College and as part of our ethos all College members belong to "Team Tunstall", a restorative and reflective organisation who wishes to support the needs of all. Staff development is key to the success of the College and the Workforce Strategic Plan recognises the importance of everyone at the College.

The College operates a curriculum that is traditional in its design, broad and balanced in its aim and reactive in its nature to local economic and social demands. An inclusive approach plays an important part in our curriculum and our desire to make sure our young people are ready for work in a 21st century economy.

"We are proud
of the staff and
students of the
College."

Mark Tilling
Headteacher





JOB ADVERT IN BRIEF

Assistant Headteacher
Full time permanent
Salary: L13-17

HIGH TUNSTALL COLLEGE OF SCIENCE

Elwick Road, West Park, Hartlepool, TS26 0LQ

01429 261446

htadmin@hightunstall.hartlepool.sch.uk

www.htcs.org.uk

11-16 Co-educational comprehensive, N.O.R. 1358 (Foundation Status)

'A GOOD SCHOOL – OFSTED 2016 & 2021'

Are you able to lead our Curriculum and Quality of Education developments?

Do you have the skills to challenge our students to achieve more through the development of key skills?

Do you have a proven record of outstanding leadership?

Do you have the passion to further develop our Teaching and Learning and Professional Development?

If the answer to the 4 questions is yes then you could be the right person to become an Assistant Headteacher at High Tunstall.

High Tunstall College of Science is seeking to appoint an outstanding Assistant Headteacher. This role is pivotal in our development as a College and will be central to the continuing improvement that High Tunstall College of Science has shown. The successful candidate will be an excellent practitioner and leader that is able to inspire staff and students in all areas of education. As well as driving our curriculum developments, the Assistant Headteacher will be responsible for multiple leadership areas including Reading, Literacy and Numeracy. High Tunstall prides itself on its inclusive nature in all areas of development.

The successful candidate will be challenged to drive High Tunstall's quality of education, with passion, and lead staff within this area, utilising the extensive and fantastic resources available to them.

The College is committed to safeguarding and promoting the welfare of children and to equality of opportunity. An enhanced DBS will be required.

Closing date: Monday 24th April 2023, 12noon

STRATEGIC PRIORITIES

STRATEGIC Priority 2 high quality teachers and teaching practices

Our purpose is to ensure all teachers and support staff are skilled and equipped to support optimal, future-focused learning.

We will accomplish this by resourcing and implementing high quality teaching practices across all faculties at the College.



STRATEGIC Priority 1 engaged, committed and successful students

Our purpose is to increase the level of achievement and engagement of all students across the college.

The college will function as an effective learning community and support a climate of performance excellence for students and staff.

We will demonstrate a welcoming and inviting environment for all students, families, and community members. We will make an intentional effort to involve ALL students in academic and extra-curricular activities.



STRATEGIC Priority 3 progressive educational environments and use of resources to achieve high-quality service delivery.

Our purpose is to ensure the effective use of all resources deployed at the college.

We will accomplish this by continuously improving the physical and learning environments of the college.

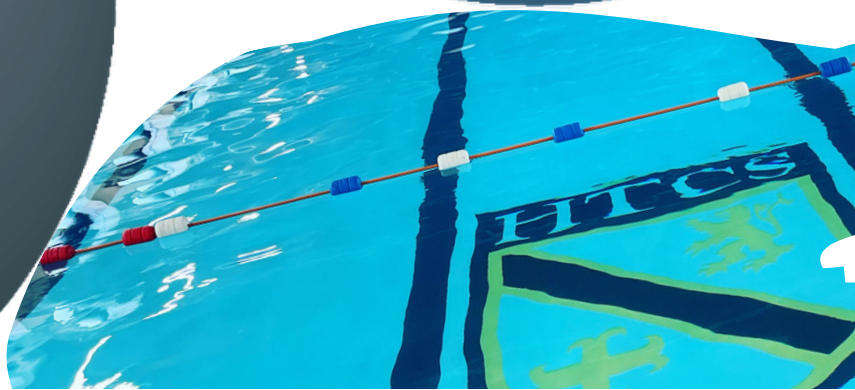
We will improve access to learning opportunities in all areas of college life.



STRATEGIC Priority 4 Positive outcomes.

Our purpose is to hold and communicate explicit high expectations for the performance of students and positive student outcomes.

We will achieve this through a college culture of high academic expectations in which college leaders and staff demonstrate a belief that all students can learn at high levels.



JOB DESCRIPTION

Assistant Headteacher

Primary purpose of the role & key strategic responsibilities

The key purpose of this role is to:

- To provide strong, professional leadership and management as part of the senior team, sharing and modelling the school's vision and values in everyday work and practice
- To take responsibility for the leadership of specific areas and initiatives in order to secure school wide improvement to include:
 - Year 9 Options process
 - Further developing and enhancing the curriculum being delivered to the students of HTCS
 - Further developing and enhancing the reading strategy at HTCS
 - Developing and overseeing the whole College Literacy and Numeracy Strategy
- To develop and motivate staff, including contribution to CPD and coaching
- With the senior team, to lead the quality assurance of teaching, learning and assessment and develop a shared expectation of an innovative and aspirational culture of learning
- Have direct impact on outcomes through line management of key posts

Leadership

- To work with the Headteacher and Deputy Headteachers to formulate the direction, aims and priorities of the school, including taking a strategic lead in self-evaluation and development planning
- Support the Headteacher in the day-to-day leadership of the school, creating systems that support the school's ethos and are applied consistently and understood by all; be a visible and effective leadership presence
- Be a positive role model in all aspects of leadership, management, teaching and learning to students, parents and staff
- To lead, maintain and further develop high standards of teaching & learning within the school, through regular monitoring and coaching and by personal example
- To embed ambition and drive improvement, specifically within line managed departments and teams as well as across all other areas of responsibility; be accountable for the progress of line managed departments
- Lead on a positive work environment culture which promotes teachers' sense of self-efficacy, which contributes to increased satisfaction and retention; facilitate an open-door culture committed to teacher development
- To analyse and interpret relevant school, local and national data; to be outward facing and to always actively seek best practice, rooted in sound research
- Keep up to date with developments in education and teaching pedagogy, translating policy into our school context
- Support strategic, curriculum-led financial planning to ensure effective use of budgets and resources

A full job description is available in supporting documents.

For more information please contact:

Mark Tilling, Headteacher

mtilling@hightunstall.hartlepool.sch.uk

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PERSONAL

Specification

Attributes 	Essential 	Desirable 	Assessment 
Leadership	<ol style="list-style-type: none"> 1. Significant recent experience leading a team/s of staff within the mainstream secondary sector; ability to quality assure implementation and impact of a department or area and strategically address areas of concern or development 2. Ability to motivate learners and staff; to lead, coordinate, delegate and empower 3. Successful experience of achieving school improvement as a middle leader or AHT, rooted in research and evidence; outcomes impact 4. Using hard and soft data effectively to identify issues and demonstrate impact 5. Ability to manage change, work under pressure, see things through to completion 	<ol style="list-style-type: none"> 1. Leadership of a core subject area at middle leadership level 2. Evidence of multi-agency work and collaboration 3. Whole school responsibility for improving provision and outcomes 	<ul style="list-style-type: none"> • Application form • Letter of Application • References • Interview
Teaching and Learning	<ol style="list-style-type: none"> 1. Excellent classroom practitioner 2. Understanding of high quality teaching and learning and the ability to model this for others and support others to improve 3. Up to date awareness of evidence-based best practice and trends in teaching pedagogy; ability to lead on research informed practice 4. Robust understanding of data and performance management for benchmarking and setting targets for improvement 	<ol style="list-style-type: none"> 1. Experience of raising standards directly through staff CPD delivery 2. Coaching experience 3. Use of new technologies in learning and teaching as well as management and administration of teaching and learning 	<ul style="list-style-type: none"> • Application form • Letter of Application • References • Interview
Skills and knowledge	<ol style="list-style-type: none"> 1. Effective communication and interpersonal skills; ability to engage a wide variety of audiences and build effective working relationships 2. Visible and 'hands-on'; walking the talk of leadership 3. The ability to plan meticulously, think strategically and creatively and implement changes that lead to improvements in outcomes 4. The ability to be self-reflective 5. Encourage critical and strategic thinking 6. Ability to delegate appropriately 7. Ability to use ICT effectively 	<ol style="list-style-type: none"> 1. Awareness of current legislation and local issues 2. Evidence of active engagement in wider staff development 3. Understanding of school finance 	<ul style="list-style-type: none"> • Application form • Letter of Application • References • Interview





PERSONAL

Specification

Attributes 	Essential 	Desirable 	Assessment 
Personal Qualities	<ol style="list-style-type: none"> 1. Integrity, tact, discretion, warmth and a belief in service to others 2. Not motivated by ego, status or title 3. Decisive, determined and self-confident without being arrogant 4. Commitment to comprehensive and inclusive education 5. Passion for teaching and learning and interest in the 'science' of leadership / what makes strong leadership 6. Positive, enthusiastic and optimistic 7. A sense of humour; resilience 8. A team player who will work collaboratively with the entire senior team 9. Ability to work under pressure and prioritise effectively whilst still maintaining an appropriate work/life balance; prioritising health and wellbeing in order to lead well 10. Commitment to maintaining confidentiality at all times 11. Commitment to the safeguarding, equality and welfare of all students 		<ul style="list-style-type: none"> • Application form • Letter of Application • Interview
Qualifications & General Experience	<ol style="list-style-type: none"> 1. UK Qualified Teacher Status 2. Good honours degree 3. A relevant postgraduate qualification 4. Evidence of and a commitment to substantial and sustained professional development over the past 3-5 years 5. Successful middle and/or senior leadership and management experience leading to impact on outcomes 6. Line management experience 7. Knowledge and understanding of a wide range of strategies and initiatives to raise standards and achievement, at all key stages 	<ol style="list-style-type: none"> 1. Significant professional development relevant. 2. An understanding of and a commitment to maintaining staff morale and welfare of individuals and groups of staff 3. Leading multiple successful whole school initiatives relating to rapid whole school improvement 4. Professional development in preparation for a leadership role (eg NPQ or equivalent) 5. Teaching experience in 2 or more schools 	<ul style="list-style-type: none"> • Application form • Letter of Application • Interview • References





MAKING YOUR APPLICATION

If you would like to discuss this post, arrange a visit or to find out more information, please contact Mark Tilling, Headteacher.

Curriculum Vitae is not required.

Candidates are asked to apply by a letter of application of no more than two sides of A4 paper answering the following question:

"What does outstanding Quality of Education look like in the twenty first century"

We look forward to receiving your application by **Monday 24th April 2023, 12 noon**, ideally via email to hadmin@hightunstall.hartlepool.sch.uk or posted to: Mr Mark Tilling, Headteacher, High Tunstall College of Science, Elwick Road, West Park, Hartlepool, TS26 0LQ.

The College has adopted the principles of Safer Recruitment and will safeguard and promote the welfare of children and young people, and expects all staff and volunteers to do the same. If successful, you will be subject to an enhanced DBS check.

Training

The successful candidate must be prepared to undertake training and development, as required, particularly in relation to the introduction of new technologies and continuous professional development.

Teaching Staff Benefits

Currently the College offers a wide range of benefits to staff, including:

- A strong commitment to professional development, with a substantial budget for whole college training and individual courses
- Enrolment into Teachers Pension Fund
- Free use of the state-of-the-art Tunstall Active including fitness suite, swimming pool and 3G pitch
- Annual flu vaccination
- Medical benefits including quick access to Occupational Health, Physiotherapy and Counselling
- Free parking on site

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