

Deputy Headteacher, Teaching Post
Class Teacher
(Full time, 1.0fte, with 0.6 Deputy Headteacher
responsibility)
Information Pack





St Mary's CE School
Kendal Road
Kirkby Lonsdale
Cumbria
LA6 2DN

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Head teacher: Mr Brian Jones
Chair of Governors: Mrs Jo Gill



@stmaryskl @StMarysKL @stmaryskl





Deputy Headteacher and Class Teacher, Permanent, starting Sept 2026

Thank you for expressing an interest in the post of Deputy Headteacher at St Mary's CofE School.

The Deputy Headteacher role is currently a job share. At the moment, the role is held by two colleagues, one of whom has been promoted and is leaving St Mary's to lead a local primary school.

St Mary's CE Primary is a one form entry school, with 226 pupils on roll, which serves the community of the parish of Kirkby Lonsdale as well as the surrounding parishes. It is a popular and high achieving school with classes often oversubscribed. We are imaginative and creative and constantly seek to improve to enable our children to achieve their very best, in all areas of learning. We are a welcoming school looking to appoint an enthusiastic teacher (1.0fte). The role will require an excellent awareness of working as part of, and leading a team and a high level of independence. This is a position working in Year 1 Class initially but potentially any class within the school.

The role will involve working as part of our senior leadership team, ensuring high quality, creative planning, excellent teaching and assessment, a sound knowledge of the curriculum and hopefully, outdoor learning.

If you would like to apply for the position, please complete the *application form* with a *covering letter* and return to school by **9am on 27th April**. I have pleasure in attaching the job description and application form which should provide all the information you need about the position. You are welcome to visit our school for a visit on **Tues 21st April from 2-3pm**.

Applications should be returned to the school office by email or paper addressed to Mr Brian Jones. **Interviews** will be held on **30th April**. If you require any further information, please don't hesitate to contact *Nancy Ashton* in the school office. We look forward to receiving your application.

Yours truly,

Jo Gill

Chair of Governors

Brian Jones

Headteacher

At St Mary's CE Primary, we believe that an 'Outstanding' rating is not a final destination to rest at, but a launchpad for what is truly possible when imagination meets excellence. Our school is a place where the historic Kirkby Lonsdale meets the cutting edge of the future; where our deep-rooted Christian ethos provides the bedrock of safety and love that allows everyone to flourish, ensuring that no child is invisible and every child is championed. We are bold enough to use our stunning Lune Valley landscape as a vast, living classroom, where outdoor learning is a fundamental breath of fresh air rather than a scheduled event. We thrive on the visceral and the real. This commitment to first-hand experience creates a tapestry of memories that equips our pupils with the confidence to tackle any new challenge that comes their way, honouring the belief held by Dame Alison Peacock that we must move beyond the limitations of "ability" labels to create a culture of "learning without limits" where every child's potential is an open horizon.

Creativity and physical vitality are the dual heartbeats of our curriculum. Our passion for art and the expressive arts provides a fundamental way of knowing the world, allowing for aesthetic rigour and soulful reflection. This is matched by our infectious energy for sport, where teamwork, resilience, and the sheer thrill of movement are celebrated on every pitch and in every hall. We are a school that looks forward with confidence; we recognise that to equip our pupils for the future, they must be masters of technology, not just consumers of it. We are dedicated to elevating our computing and ICT provision, ensuring our children are digitally fluent and ready to navigate a tech-driven world with wisdom and skill. We intend to shun the fleeting 'educational whims' that often sweep through the profession, choosing instead to anchor our growth in evidence-based pedagogy. As Christine Counsell suggests, we see the curriculum as a "narrative" and a "power," ensuring that our knowledge-rich approach is not a dry list of facts, but a vibrant, coherent journey that empowers every child. We are scholars of teaching, ensuring that our strategies for raising attainment—particularly for our disadvantaged pupils and those with SEND—are precise, compassionate, and rooted in what actually works. True equity here isn't about doing the same thing for everyone; it is about doing whatever it takes for each individual to excel.

Beyond the data we lead with a smile and a healthy dose of humour. We are a family school, and our connection with our parents and the wider community is sacred to us. We are looking for a positive champion of the teaching profession—someone who still gets a thrill from a lightbulb moment in a Year 1 phonics lesson or the soaring spirit of a Year 6 performance. As Mary Myatt reminds us, "the curriculum

is a gift to the heart and the mind," and we need a leader who treats it as such, bringing an inspired energy that breathes life into every lesson.

This is an invitation for a visionary to add their unique chapter to our story, supporting a dedicated staff team and redefining what 'Excellence' looks like for the next generation. We aren't looking for a manager to maintain the status quo; we are looking for a partner in excellence who believes that the best is yet to come.

Full time – Class Teacher (1.0), Permanent

**St Mary's CE Primary School, Kendal Road, Kirkby Lonsdale, Carnforth, Lancs.
LA6 2DN Tel 015242 71334**

To Start: Sept 2026

Position Title:

Deputy Headteacher, St Mary's CE Primary School: **Permanent – (1.0fte) Class Teacher**

Remuneration: 0.6 – L2-7

Responsible to: Headteacher – St Mary's CE Primary School

The Governing Body of this thriving and highly successful primary school seek to recruit a deputy headteacher/ class teacher who can work in Year 1 initially.

Our school wishes to appoint an effective, inspirational and enthusiastic Senior Leader to help lead within our successful, creative and inclusive Church of England Primary School. Secure knowledge of the whole curriculum as well as assessment, good behavioural management skills and significant teaching experience are essential.

Job Purpose

Purpose of the role

The Deputy Headteacher will support the headteacher in:

- Communicating the school's vision compellingly and supporting the headteacher's strategic leadership
- The day-to-day management of the school
- Formulating the aims and objectives of the school
- Establishing policies for achieving these aims and objectives
- Managing staff and resources to that end
- Monitoring progress towards meeting the school's aims and objectives
- Leading School Improvement Initiatives: to identify areas for development and implement strategies that drive school improvement and enhance pupil outcomes.
- Promote an inclusive and supportive environment that encourages collaboration among staff, pupils, and the wider community, ensuring that all stakeholders feel valued and engaged in the school's mission.

The Deputy Headteacher will also have a timetabled teaching commitment with leadership release time given in addition to PPA.

They may also be required to undertake any of the duties delegated by the headteacher.

Qualities

The Deputy Headteacher will:

- Uphold public trust in school leadership and maintain high standards of ethics, behaviour and professional conduct
- Build positive and respectful relationships across the school community
- Serve in the best interests of the school's pupils
- The ability to inspire and motivate staff, fostering a collaborative environment that encourages professional growth and high performance.
- Actively promote and celebrate diversity within the school community, ensuring that all pupils feel valued and included, regardless of their background or abilities.

Areas of Responsibility and Key Tasks

Duties and responsibilities

Trust and school culture, and behaviour

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

- 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 culture of team working, staff professionalism and high expectations
- Encourage 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
- Foster an environment that prioritises the emotional well-being of all pupils, implementing initiatives and support systems that encourage resilience, self-esteem, and positive relationships among peers.
- Actively involve parents and the wider community in promoting the school's values and behaviour expectations, ensuring that all stakeholders understand their role in creating a supportive and respectful school culture.

Teaching, curriculum and assessment

- Under the direction of the headteacher, the Deputy Headteacher will:
- Establish and sustain high-quality teaching across subjects and phases, based on evidence
- 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 all pupils are taught to read

Disadvantage and SEND

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

- Promote a culture and practices that allow all pupils to access the curriculum
- Have ambitious expectations for all pupils with SEN and disabilities and pupils from disadvantaged backgrounds

Organisational management and school improvement

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

- Establish and oversee systems, processes and policies so the school can operate effectively and efficiently
- Ensure staff and pupils' safety and welfare through effective approaches to safeguarding, as part of duty of care
- Ensure rigorous approaches to identifying, managing and mitigating risk
- Ensure effective use of budgets and resources
- 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
- Encourage a mindset of ongoing professional development among staff, promoting collaboration and sharing of best practises to enhance teaching and learning across the school.
- Engage stakeholders in the improvement process, ensuring their voices are heard and their insights are valued.

Staff management and professional development

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

- Performance manage middle leaders, including carrying out appraisals and holding staff to account for their performance
- Manage staff well-being with due attention to workload
- 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 their own needs

Governance, accountability and working in partnership

Under the direction of the headteacher, the Deputy Headteacher will: 4

- Work with the governing board as appropriate
- Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties
- Collaborates closely with colleagues across the school
- Work successfully with other schools and organisations
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils

Other areas of responsibility

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

- Be a Deputy designated safeguarding lead.
- Coordinate students and volunteers in school, ensuring that they fulfil their role.
- Coordinate staff absence

Please note that this 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.

Person Specification

FACTOR	ESSENTIAL	DESIRABLE	ASCERTAINED BY
QUALIFICATIONS	<ul style="list-style-type: none"> ➤ Qualified Teacher Status ➤ Degree ➤ Leadership qualifications ➤ Continuing and recent professional development relevant to the post 	<ul style="list-style-type: none"> ➤ Outdoor Learning ➤ Current engagement in Leadership qualifications 	<ul style="list-style-type: none"> ➤ Application Form ➤ Documentary Evidence
KNOWLEDGE AND UNDERSTANDING	<ul style="list-style-type: none"> ➤ To have a clear understanding of EYFS, Key Stage 1 and Key Stage 2 ➤ Relevant experience of teaching in different phases ➤ Understanding of the role of parents and the community in school improvement and how this can be practised and developed. ➤ Experience of working in a Church of England Primary School ➤ To motivate and inspire pupils ➤ Experience of planning and implementing continuous provision ➤ An understanding of team work ➤ Good working knowledge of Safeguarding 	<ul style="list-style-type: none"> ➤ Understanding of the importance of culture and ethos and how these impact on morale, high expectation and high standards. ➤ Forest School Experience ➤ Experience of Ofsted and SIAMS Inspection ➤ Google Education experience 	<ul style="list-style-type: none"> ➤ References ➤ Interview ➤ Application Form
COMMUNICATION	<ul style="list-style-type: none"> ➤ The ability to communicate effectively in a verbal and written form to a range of audiences. 		<ul style="list-style-type: none"> ➤ Application Form ➤ Interview
SKILLS AND APTITUDES	<ul style="list-style-type: none"> ➤ Recent experience of teaching and leading maths ➤ To be able to use effectively a variety of teaching and organisational styles and resources including ICT. ➤ Interest in sport, and computing ➤ To have the ability to develop and maintain good professional relationships and contribute positively to curriculum development. ➤ Ability to set high standards and provide a role model for staff and pupils. 	<ul style="list-style-type: none"> ➤ The ability to contribute to a specific curriculum area or areas. ➤ Outdoor Learning ➤ Experience and knowledge of teaching phonics ➤ Good understanding of Arbor and Assessment Analysis 	<ul style="list-style-type: none"> ➤ Application Form ➤ References ➤ Interview ➤ Specific Qualifications or experience

	<ul style="list-style-type: none"> ➤ Ability to deal sensitively with people and resolve conflicts. ➤ Ability to work with and deploy staff and resources effectively. ➤ Good understanding of Subject Leadership and curriculum progression and development 		
DISPOSITION	<ul style="list-style-type: none"> ➤ To be committed to raising the levels of achievement of children of all abilities ➤ Ability to develop good personal relationships within a team; making an effective contribution to high morale. ➤ Ability to promote the school's aims positively. ➤ A solution-focussed mindset and determined "no-excuses" approach to raising standards 	<ul style="list-style-type: none"> ➤ Ability and keenness to promote the school's positive culture and ethos 	<ul style="list-style-type: none"> ➤ Application Form ➤ References ➤ Interview
PERSONAL QUALITIES	<ul style="list-style-type: none"> ➤ Passionate about Learning and Teaching ➤ Displays warmth, care and sensitivity in dealing with children ➤ Open minded, self-evaluative and adaptable to changing circumstances and new ideas ➤ Able to enthuse and reflect upon experience ➤ Willingness to be involved in the wider life of the school ➤ Ability to prioritise ➤ Boundless enthusiasm, determination and drive to inspire others to achieve high standards ➤ To maintain a good sense of humour, a willingness to learn and the will to continue to strive for excellence 	<ul style="list-style-type: none"> ➤ Enthusiasm to provide creative clubs 	<ul style="list-style-type: none"> ➤ Application Form ➤ References ➤ Interview
SPECIAL REQUIREMENTS	<ul style="list-style-type: none"> ➤ An Enhanced Criminal Records Bureau clearance is essential ➤ A good health and attendance record. ➤ Comply with the school's No Smoking at work, alcohol at work and health & safety policies. 		<ul style="list-style-type: none"> ➤ Application Form ➤ References



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