Archbishop Temple Trust
Bishop Bridgeman CE Primary School
Deputy Headteacher
Required from 5th April 2027
Permanent Contract

Are you passionate about helping every child succeed and improve their life chances?
Are you prepared to work collaboratively for the benefit of all children?
Will you offer children the opportunity to flourish and shine by doing what it takes, no matter what their starting point or social challenges?
If so, Archbishop Temple Trust would love to hear from you!

The Governors and Trustees are seeking to employ an outstanding and inspirational Deputy Headteacher. Our priority is to find an outstanding classroom practitioner, with whole school experience. The person needs to be a determined and ambitious leader, with the vision and skills to work alongside the headteacher, to continue improving standards of teaching and learning for all children.

Visits to the school are warmly welcomed and encouraged, these can be arranged by contacting Kirsty Diggle via email digglek@archbishoptempletrust.co.uk

The schools of Archbishop Temple Trust aim to offer:

- A warm and welcoming school with a very supportive Christian ethos.
- Supportive trustees and governors that are committed to school improvement and who will work with you to achieve your goals.
- Dedicated and talented staff who are keen to build on high standards.
- Supportive parents and an active local community.
- A commitment to continuing professional development.
- An inclusive school with happy children who enjoy learning.
- Opportunity to regularly model exemplary teaching practice across the school.

We are looking for someone who is:

- Passionate about children's learning and has a proven track record of raising attainment and developing the whole child.
- An outstanding and nurturing classroom practitioner who leads by example and supports other colleagues to improve their practice.
- Able to lead, inspire and support our committed staff.
- Experienced in utilising statutory assessment, systems and processes to analyse and report school performance.
- Be proactive in the use of wider, current professional research and training to make necessary refinements to school curriculum leading to improved quality of education.
- Ambitious, flexible and motivated.
- Be sensitive to the school's ethos, which embraces the multi-faith community we serve but remains true to the Christian foundation.
- An experienced teacher, within different phases, to support to raise standards and secure progress.
- An experienced leader who can effectively lead others ensuring the highest quality of education.

- Has demonstrated the ability to monitor standards of teaching and learning and provide coaching support leading to positive impact.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. The posts are subject to child protection screening including an enhanced disclosure from the Disclosure and Barring Service and also past employment checks. References will be sought prior to interview. We are an equal opportunities employer.

To apply please complete the downloadable application form and email to digglek@archbishoptempletrust.co.uk or, in the event of difficulty, contact Mrs K. Diggle on 01204 333 466.

Closing date: **Wednesday 6th January 2027**
Observations & Interviews: **Wednesday 20th & Thursday 21st January 2027**

"And we know that all things work together for good to them that love God, to them who are called according to his purpose"
Romans 8 v28

Archbishop Temple Multi Academy Trust
Together With God

Welcome to Archbishop Temple Trust



A very warm welcome from The Archbishop Temple Trust. I am deeply proud of our schools, where each individual is welcomed, respected and loved. Our Trust was established on 1st August 2016. Our schools are happy, thriving environments where learning and individual successes are celebrated through our Trust values of faith, hope and love.

I passionately believe that each of our schools, while maintaining their distinct character, community and identity, has greatly benefitted from the ethos of collaboration and support that as a Trust we provide. The schools in our Trust are; Bishop Bridgeman Church of England Primary School, St James Church of England Primary School, St Maxentius Church of England Primary School, St John's Church of England Primary School and Bolton Parish Church of England Primary School. They are situated in Bolton, each taking a role in their local clusters of schools. We have a very strong link with Manchester Diocese.

Curriculum development is key for providing excellent learning opportunities that enable our children to flourish. Staff from our schools work together to shape the curriculum, sharing good practice and tailoring experiences to meet the needs of individual school communities. We are committed to providing high quality training opportunities for all staff to ensure the very best quality of teaching and learning for every child within our Trust.

Our committed Trustees work closely with the immensely supportive Local Governing Boards and parents to determine the unique direction of each school, to make a difference in their local community.

Great people...

We aim to recruit outstanding people who have the right attitude. If you have a love for teaching and are passionate about seeing children succeed, we would love to hear from you! For our part, we will provide excellent development opportunities, leadership training and the time to develop all of this so that you can be the best you can be.

Recruiting the right teachers and staff helps us to achieve the goals we set for our children. We are always keen to hear from educators who are passionate about working for the schools and communities we serve. We would rather make no appointment than appoint someone who does not share the same positive ethos that runs through our Academies. For this reason, we try to articulate clearly our vision, values and expectations when putting together information for applicants.

We aim to recruit staff who:

- who uphold our trust professional behaviours; honesty, integrity, compassion, kindness and resilience;
- are excited by their role and by the prospect of working with young people, even those who are less well motivated;
- love the processes of learning and teaching and are keen to continually develop their own skills;
- recognise that teaching can be a demanding job but react positively to those demands with resilience;
- wish to make a real difference in the lives of others;
- will subscribe to the ethos of the Trust and 'go above and beyond' in terms of time and commitment to get the very best from our children;
- are quick to praise and slow to criticise; and are not afraid to admit to seeing themselves as potential leaders of the future.





leading with honesty, integrity, compassion, kindness & resilience

CPD and training
Continual Professional Development is seen as a priority at all our schools. It is vital that staff have the time to further develop themselves and to stay abreast of changes within education, developing pedagogy and practice through innovative processes which are research based. We have a wide range of strategy groups that meet regularly, including Year2/6 and EYFS, SEND, Personal Development and Welfare, DSL, Curriculum and many more. These groups provide staff with support, sharing of knowledge and skills and a platform to develop leadership skills.

Vision statement
Archbishop Temple Trust is committed to improving the life chances of all children. We aim to develop a family of outstanding academies where world-class leaders and teachers put children at the heart of all they do.

Values and Ethos
Archbishop Temple Trust is founded in the values of Faith, Hope and Love firmly rooted in the Christian faith. Archbishop Temple Trust has been established within the Diocese of Manchester. The Trust is working to support all of its member academies and to develop the culture of mutual support and development. In the Diocesan context each school remains part of the broader family of schools. The commitment to developing a high-quality curriculum, delivered by highly trained staff, quality first teaching and sharing expertise is at the heart of the Trust's vision and development.

Aims and Objectives
1. To enable autonomous outstanding academies within the Trust framework. We will achieve this by:
- retaining and developing Christian distinctiveness and character of each academy.
- welcoming all schools into the Trust and securing excellent outcomes for all schools.
- providing stability and strength in governance and leadership.
- encouraging innovation and sound decision making.
- building capacity and resilience.

2. To be recognised as a Trust with outstanding learning opportunities. We will achieve this by:
- raising aspirations to secure high levels of academic achievement.
- providing a wide range of memorable learning opportunities.
- ensuring equality of opportunity within a safe nurturing environment.

3. To maintain and develop rigorous Trust wide school improvement programmes to support staff and Governors in raising achievement. We will achieve this by:
- ensuring effective Governance together with ambitious and determined leadership,
- securing the best outcomes for our academy communities.
- valuing committed, reflective, positive staff who challenge themselves to be creative
- and take risks enabling outstanding performance.
- developing leadership capacity within the Trust.
- providing continual professional development and promoting a well-resourced, high
- quality environment.

4. Every school in the Trust becomes the school of choice for parents, staff and Governors.
- each academy is recognised as a centre of learning excellence, disseminating best
- practice within and across the Trust.
- become the employer of choice.
- successful engagement with parents/ carers and the local community to support pupil
- progress, well-being and achievement.

5. To establish a financial foundation to enable the Trust to fulfil its vision.

6. To promote the Trust's core values at all times

Canon Jill Pilling, CEO



Together with God

leading with honesty, integrity, compassion, kindness & resilience



Dear Applicant,

Thank you for your interest in joining our team at Archbishop Temple Trust.

At our Trust, we strive to create an inclusive and supportive environment where everyone feels valued and plays a vital role in driving our schools forward. If you are collaborative, emotionally intelligent, and resilient, you will find Archbishop Temple Trust to be a fantastic place to grow and thrive.

All our schools are rated Good by Ofsted, with Good or Outstanding SIAMS inspections. We are a forward-thinking organisation with high aspirations for both our students and staff. While we take pride in our achievements, we are committed to continuous improvement in all aspects of our work.

For further insights into our schools, we encourage you to explore our websites. Should you have any questions, please do not hesitate to contact us.

If you do not hear from us within ten days of the closing date, please assume that your application has not been successful on this occasion. However, we sincerely appreciate your interest and the time you have taken to apply.

Yours sincerely

Mrs Nikki Patel
Deputy CEO







Bishop Bridgeman C.E. Primary School
Part of Archbishop Temple Multi Academy Trust

Bolton Council

Job Description

Department	**Bishop Bridgeman CE Primary School**
Job Title	Deputy Headteacher
Grade	L9 – L13
Primary Purpose of Job	The Assistant Headteacher will play a key strategic role in supporting the Headteacher in delivering the school's Christian vision and ensuring that every child flourishes academically, socially, emotionally and spiritually.
Reporting To	Headteacher, CEO, DCEO, Governing Body and Board of Trustees

1. PURPOSE OF THE JOB

To support the Headteacher for all aspects of the internal organisation, day to day management and control of the school and for leading supervision over teaching, and support staff in accordance with instrument of governance.

2. IN RELATION TO THE STATUTORY REQUIREMENTS

The appointment is subject to the current conditions of employment for Deputy Headteachers contained in The School Teachers' Pay and Conditions Document, the School Standards and Framework Act 1998, the required standards for Qualified Teacher Status and other current education and employment legislation.

3. DUTIES AND RESPONSIBILITIES

A. STRATEGIC DIRECTION AND DEVELOPMENT OF THE SCHOOL

To work closely with the Headteacher, CEO, DCEO, Governing Body and Trust, to carry out the strategic view for the school in its community and analyse and plan for the future needs and further development of the school within the local, national and international context.

Supporting the School's overall development by:

- Leading on areas of the school improvement plan.
- Raise standards across whole school, supporting colleagues where necessary to ensure pupils make the best possible progress.
- Rigorously ensuring all school systems are working smoothly and efficiently on a day-to-day basis.
- Inspiring leadership ensuring a high quality of education and high standards of achievement for all students.
- Providing strategic school leadership and translating planning into positive action and results.
- Modelling professional behaviour, promoting high expectations, challenging peers, and being the lead teaching and learning professional.

- Increasing the standard of achievement of all students and ensuring student performance is at least in line with school and trust targets.
- Ensuring that the school site is maintained to the highest standards and secure developments that make efficient and effective use of the building and capital resources to deliver an outstanding education.
- Supporting on HR matters such as conduct, capability and grievance.
- Ensuring that safeguarding procedures are rigorously followed.
- To support other senior leaders in ensuring website compliance and regular updates and promotion via the school website and social media.
- Carrying out such other duties as are required and as are commensurate with the grade of the post.
- Ensuring the school is Ofsted ready and well prepared for SIAMS inspections.
- The smooth running of the school day to day.

B. TEACHING AND LEARNING

To work closely with the Headteacher, CEO, DCEO, Governing Body and Trust to secure and sustain effective teaching and learning throughout the school and to monitor and evaluate the quality of teaching and standards of pupils' achievement, using benchmarks and setting targets for improvement. Support the Headteacher by;

- The delivery of outstanding teaching and learning.
- The implementation of school wide self-evaluation.
- The leadership of curriculum, teaching and assessment leads to increased outstanding achievement for all pupils.
- To work alongside the behaviour lead to maintain the highest standards of behaviour.
- To ensure there is a continual focus on raising standards and pupils make the best possible progress.
- To support in ensuring there is an excellent quality of education across school.
- To use performance appraisal to drive school improvement.
- To lead and be responsible for curriculum assessment systems and processes.
- To support in the management of performance and HR matters.
- To communicate effectively with parents, and the local community.
- To ensure the site provides an outstanding learning environment through careful resource management.

C. LEADING AND MANAGING STAFF

To support the Headteacher to lead, motivate, support, challenge and develop staff to secure improvement. Responsibilities will include;

- To maximise the contribution of staff to improve the quality of education provided and standards achieved and ensure that constructive, effective working relationships are formed between staff and pupils, and between staff.
- To plan, allocate, support and evaluate work undertaken by groups, teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities in a manner consistent with their conditions of service, ensuring a reasonable balance for each teacher and other members of staff, in work carried out in school and work carried out elsewhere.
- To support the Headteacher in the delivery of strategies and deployment of resources for pupil premium and any other premia.
- To participate in the teaching of pupils at the school.
- The person is to assume responsibility for the discharge of the Headteacher's functions at any time

when the Headteacher is absent from the school.

- To ensure that clear, effective communication channels exist in the school enabling all staff to receive information they need in order to carry out their professional duties effectively.
- To motivate and enable all staff in the school to carry out their respective roles to the highest standard, through high quality continuing professional development based on assessment of needs.
- To overcome challenges, sustain own motivation and that of other staff.
- To ensure that trainee early career teachers are appropriately trained, monitored, supported and assessed in relation to the teaching standards with an effective induction.

D. EFFICIENT AND EFFECTIVE DEPLOYMENT OF STAFF AND RESOURCES

To work closely with the Headteacher, CEO, DCEO, Governing Body and Trust to deploy people and resources efficiently and effectively to meet specific objectives in line with the school's strategic plan and financial context.

- To work with the Headteacher, CEO, DCEO, Governors, Trust and senior colleagues to recruit staff of the highest quality available.
- To work with senior colleagues to deploy and develop all staff effectively in order to improve the quality of education provided.
- To manage, monitor and review the range, quality, quantity and use of all available resources in order to improve the quality of education, improve pupils' achievements, ensure efficiency and secure value for money.
- - Lead and oversee the school's assessment strategy, ensuring assessment systems are robust, consistent and accurate. Analyse outcomes to identify strengths, areas for development and gaps in pupil achievement; use findings to inform strategic school improvement priorities, ensure appropriate interventions are implemented and evaluated, and present clear, meaningful assessment information and analysis to governors.
- - Develop expertise in the interpretation and use of assessment data, including statutory assessment data points, IDSR, school tracking systems and other data reports. Ensure leaders and staff use data effectively to monitor pupil progress, identify underachievement, evaluate the impact of teaching and interventions, and inform strategic decision-making and future planning.

E. ACCOUNTABILITY

To be accountable to the Headteacher, CEO, DCEO, Trust and Governing Body.

- To provide information, objective advice and support to the Governing Body to enable it to meet its responsibilities for securing effective teaching and learning and improved standards of achievement, and for achieving efficiency and value for money.
- To report to the Headteacher, CEO, , Trust and Governing Body on the discharge of the functions and the affairs of the school.

Person Specification
Deputy Headteacher

Selection Criteria	Essential
1. Qualifications and training	• Qualified teacher status. • A degree or equivalent. • To have evidence of recent professional development relevant to post. • Have successfully completed NPQSL
2. Experience	• Significant experience of teaching across a range of year groups • Experience of managing and leading staff. • Evidence of involvement in school self-evaluation and development planning. • Evidence of whole school responsibility and experience of turning policy into effective practice to raise standards across the whole school. • Experience of contributing to staff development. • Experience of working well in partnership with staff, governors, children, parents and the wider community. • Experience of safeguarding pupils and adhering to policy and procedure. • Experience of strategic curriculum design.
3. Professional skills and knowledge	• Understand the distinctive nature of a church aided school and Multi Academy Trust. • To be an outstanding classroom practitioner demonstrating consistently high-quality teaching strategies and the ability to model this for others and support others to improve. • A clear understanding of the essential qualities necessary for effective teaching and learning. • A proven track record of raising attainment. • Ability to establish excellent relationships with all stakeholders. • Ability to communicate effectively to a wide range of audiences.
4. Leadership and Management	• Leading and managing others within the context and beliefs of the Christian faith. • A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school. • Analyse data, including statutory, to evaluate the performance of pupil groups, pupil progress and plan an appropriate course of action for whole school improvement. • Experience of leadership development, through e.g. NPQSL. • Awareness of strategies for raising pupils' achievement and managing behaviour. • Ability to utilise tools, resources and staffing to raise standards across school. • Commitment to inclusion and meeting the needs of all children. • Ability to demonstrate experience and understanding of the principles of good leadership and management. • Understanding of and involvement in monitoring and evaluation procedures for school improvement. • Commitment to promoting parental involvement in the life of the school. • Lead and manage school team/s to successfully achieve

	agreed goals. • Support and inspire both colleagues and pupils by leading through example. • To have a commitment to safeguarding and equality.
5. Personal Qualities	• Excellent interpersonal and communication skills. • Flexible and approachable. • Resilient under pressure. • Display a high level of commitment • Positive and energetic. • Able to plan, organise and prioritise. • Able to work independently and as part of a team. • Proven leadership qualities to motivate and inspire others. • Embraces change well. • Deals with difficult situations effectively.
6. References	• Positive recommendations in professional references. • Enhanced DBS clearance.

These core competencies are considered essential for all roles within Bolton Council. Please be prepared to be assessed on any of these during the interview process and, for the successful applicant, throughout the probationary period.

Developing Self & Others
Promote a learning environment to embed a learning culture. Support others to develop their skills and knowledge to fulfil their potential. Actively pursue your own development. Support and promote the principles of Investors in People.

Civil Contingencies
Bolton Council has a statutory duty under the Civil Contingencies Act to respond in the event of an emergency. If Bolton Council's Emergency Management Plan is activated, you may be required to assist in maintaining key Council services and supporting the community. This could require working outside of routine working hours and working from places other than your normal place of work.

Equality & Diversity
Uphold the principles of fairness and the Equality Act in all undertakings as a Bolton Council employee, including providing a fair, accessible service irrespective of customer's race, religion, gender, sexuality, disability or age.

Customer Care
The ability to fully understand, assess and resolve the needs of all customers including those who present with complex situations, in a manner that respects dignity and expresses a caring & professional image.

Health & Safety
Take responsibility for the health and safety of yourself and others who may be affected by your acts or omissions, and comply with all health and safety legislation, policy and safe working practice, including participating in training activities necessary to your post.

Data Protection and Confidentiality
Ensure that any personal data or confidential data you hold is kept securely and is not disclosed, whether electronically, verbally or in writing, to any unauthorised third party. Follow Council policies and procedures on dealing with personal information and information assets, including The Code of Conduct, Data Protection, Acceptable Use and Information Security policies. Personal or confidential data should only be accessed or used for council purposes.

Fluency Duty
Should you be required, as a regular and intrinsic part of your role, to speak to members of the public in English, you must be able to converse at ease with customers and provide advice in accurate spoken English, as required by The Immigration Act 2016.

Working Hours
The nature and demands of the role are not always predictable and there will be an expectation that work will be required outside of normal hours from time to time.

Safeguarding
This Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Should the role involve working with the above groups, you will be subject to an Enhanced Disclosure and Barred List check by the Disclosure & Barring Service.

Accountability

take responsibility for actions, stand by decisions...

Determination

don't give up, remain positive and open to new ideas...

Honesty and respect

be truthful, open, fair, treat others how you want to be treated...

Making a difference

work to a high standard, provide a quality service, keep it simple...

Working together

share knowledge, support, collaborate for better outcomes...

Archbishop Temple
Multi Academy Trust
Together With God

How to apply

We hope that you have enjoyed reading about the Archbishop Temple Trust and our school and that you will feel able to apply for this post.

Please complete the **downloadable application form.** Please do not send CVs or open references as part of your application as these will not be considered.

It is important that you provide a complete employment history from when you left full time education. If the application form is not fully completed or has unexplained gaps in your employment history, your application will not be considered. Copies of your qualifications will be required at the interview stage; please do not send these with your application.

Please also write **a letter of no more than two sides of A4** to explain why you want to work within our Trust, why you are the best candidate for the post and what you would contribute to our schools, with examples from your recent work if possible.

Please let us have both the supporting letter and the application form by **9am** on **Wednesday 6th January 2027** we will not be able to consider applications received after that.

In accordance with the Data Protection Act, the details provided in the application form will be used for selection and interview procedures, and for employment records if your application is successful.

If you are disabled, please give details of how we can ensure that you are offered a fair selection and interview process.

Successful candidates will be asked to provide, prior to taking up the appointment, documentary evidence (including National Insurance number) showing their entitlement to work in the UK. We will also carry out an enhanced DBS and declaration of health check. References will also be required in line with Keeping Children Safe in Education 2019.

Bishop Bridgeman C.E. Primary School
Part of Archbishop Temple Multi Academy Trust

We Work We Play We Care We Pray



Bishop Bridgeman is a special place where "we work, we play, we care and we pray…"

At Bishop Bridgeman, we aim to inspire minds. The primary years are the most important in a child's life and are certainly the most exciting. The sense of wonder and discovery children experience as they start their learning journey here is a privilege to observe and to be a part of.

The school is a friendly, happy place, buzzing with activity and positive energy. The atmosphere within school is very supportive and purposeful, which is what underpins our pupils' successes and enables them to find their unique talents and strengths.

Our staff are committed to developing in each pupil a love of learning and developing the skills and values to support their all-round development. This allows them to make a positive contribution to the school community and become responsible members of society.

Providing our children with the very best education possible is our primary aim. Staff provide our children with exciting opportunities, enabling them to grow into confident young people. Giving them the life skills to succeed in whatever they choose to do makes me proud, of not only our children, but the staff who go over and beyond to make Bishop Bridgeman a special place.

The school works closely with a dedicated team of governors and executive leaders, as well as parents, who challenge and support the school to be the best it can be. Bishop Bridgeman is an Academy within the Archbishop Temple Trust. We work as part of a family of schools to raise standards and to enable children to achieve and surpass their potential. Together we ensure children are given the educational opportunity of a lifetime.

Mr Mike Lonsdale
Headteacher



