



Recruitment & Selection of

ASSISTANT HEADTEACHER

FOR APPOINTMENT IN SEPTEMBER 2026

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Welcome to Cheadle Heath Primary School

Thank you for your interest in the position of Assistant Headteacher at Cheadle Heath Primary School, Leadership Spine 4 – 9 with specific responsibility for EYFS and whole school leadership focus to be agreed upon appointment.

Our senior leadership team currently consists of the Headteacher, Deputy Headteacher, TLR (KS2 phase leader), Inclusion Lead and School Business Manager. We are looking to appoint a proactive, determined and inspiring Assistant Headteacher to lead on developing and sustaining our EYFS department and the transition into KS1 on a full-time basis from September 2026.

The successful candidate will have a passion for education and high expectations for all. They will be responsible for the Quality of Education in EYFS and will work closely with SLT and subject leaders to ensure that we are implementing a high quality, ambitious curriculum for our school. We are continuously reviewing and evolving our curriculum ensuring it is effective for all pupils so the newly appointed Assistant Headteacher will lead this throughout EYFS.

About Our School

Cheadle Heath Primary School is a two form entry primary school with its own Nursery. We are fortunate to have extensive, well-maintained grounds including a dedicated Forest School area, large field and a permanent orienteering trail.

We have capacity for 420 pupils across the school, plus 40 part-time Nursery places. At present, there are 350 pupils on roll. The school has a strong reputation within the community and visitors regularly comment on how welcoming and friendly the pupils are. We aim for all pupils to leave Year 6 as self-confident, resilient individuals who are secondary school ready. We have high expectations for all and our Governors are very supportive of the school. Our 'Aspire Believe Achieve' values are embedded in our curriculum aims by providing:

- **Aspire:** A curriculum that provides a broad range of opportunities and enrichments designed to develop children's aspirations what is possible for them to achieve now and in the future.
- **Believe:** A curriculum that develops and encourages a growth mindset to develop every child's self-belief and ambition to achieve
- **Achieve:** A curriculum that ensures all children have the skills, knowledge and attitude to achieve

Our popular Sunrise & Sunset Clubs operate before and after the school day in term time. They are run by our staff, for our children and have excellent facilities. In November 2024 we were awarded Kellogg's North West Breakfast Club of the Year award.

Is this job for me?

We invite applications from enthusiastic and passionate aspiring or existing senior leaders who have a proven track record of impacting positively on curriculum and assessment within Early Years.

We are looking for someone who:

- is an excellent primary practitioner, delivering consistently high-quality lessons and adapting teaching to meet the needs of all children, ensuring all children achieve their potential
- has excellent organisational, interpersonal and communication skills
- is driven and motivated
- is a team member who can maintain and develop our strong school ethos built around our Core Values;
- has experience at leadership level within a primary school
- has an in-depth knowledge of EYFS and National Curriculum and is passionate about working with children, offering them a breadth of opportunity and support to reach their targets
- Has strong knowledge of teaching and assessment and is able to model, promote and develop high quality teaching and learning strategies across EYFS / KS1
- is positive, approachable and supportive to other stakeholders;
- is able to work effectively with the leadership team to drive identified priorities forward and have an impact on pupils
- is committed to being an integral part of the wider school community
- Will challenge, lead and empower staff to be the best they can be so they can effectively implement 'The Cheadle Heath Way'
- Has the ability to work collaboratively and flexibly with colleagues, adding a fresh dimension to a talented and enthusiastic team
- Able to work in partnership, leading and communicating effectively with children, parents and staff
- Be able to work effectively with the leadership team to drive identified properties forward and have an impact on pupils
- Promote effective engagement with parents and the wider community

In joining Cheadle Heath Primary School we can offer you:

- An ambitious, caring & inclusive school with a clear vision & high aspiration for all
- An inclusive and supportive school in the heart of a supportive community
- A hard working, committed staff team and supportive Governing Board
- A forward-thinking leadership team committed to raising standards and providing a broad and balanced curriculum for all
- Motivated, enthusiastic and well-behaved children with supportive parents
- Weekly leadership and management time in addition to PPA
- High quality continuing professional development (CPD)

This is an exciting and rewarding position. The information in this application pack will support you in understanding the context of the school and our priorities. Please look very carefully at the information provided for the post. If you feel that this is the right post for you then please apply: you may find our school website useful. Please check that you supply the details of your referees, one of whom must be your current or most recent employer. Due to our safer recruitment practice we do not accept CVs as a method of application.

Parents and visitors comment on the inclusive, welcoming ethos of the school. But don't just take our word for it, come and experience it for yourself. If you have any further questions, please email admin@cheadleheathprimary.co.uk

Cheadle Heath Primary School is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. The post is subject to an Enhanced Disclosure from the Disclosure and Barring Service.

Once again, thank you for your interest in working at Cheadle Heath Primary School, I look forward to receiving your application.

Christine Meekley

Christine Meekley
Headteacher

Details of Application and Selection Process

Assistant Headteacher

The Role:

An exciting opportunity has arisen for a new Assistant Headteacher. The successful candidate will work directly with pupils in EYFS and monitor progress as they transition into KS1. The role will be integral to the Senior Leadership Team and will work strategically with the Headteacher & Deputy Headteacher.

Selection Process:

Tours of the school are welcome and encouraged on the dates listed below.

Please contact the school on 0161 428 2476 or email admin@cheadleheathprimary.co.uk to book a place.

Key Dates:

Monday	Tuesday	Wednesday	Thursday	Friday
2 nd March	3 rd March	4 th March	5 th March	6 th March VISITS TO SCHOOL 4PM
9 th March	10 th March	11 th March VISITS TO SCHOOL 10AM	12 th March Closing date 12 NOON	13 th March
16 th March SHORTLISTING	17 th March	18 th March	19 th March LESSON OBSERVATIONS	20 th March LESSON OBSERVATIONS
23 rd March	24 th March LESSON OBSERVATIONS	25 th March LESSON OBSERVATIONS	26 th March LESSON OBSERVATIONS	27 th March
30 th March Easter Holidays	31 st March Easter Holidays	1 st April Easter Holidays	2 nd April Easter Holidays	3 rd April Easter Holidays
6 th April Easter Holidays	7 th April Easter Holidays	8 th April Easter Holidays	9 th April Easter Holidays	10 th April Easter Holidays
13 th April	14 th April	15 th April INTERVIEWS	16 th April	17 th April

Method of Application:

- Applications for this post should be made using the Stockport application form and include a supporting letter which outlines your suitability for the post against the information in this advert and the job description.
- Please return completed applications directly to the school, either by email to admin@chadleheathprimary.co.uk, post or by hand by 12 noon on 12th March.
- Late or incomplete applications will not be considered for shortlisting.
- If applying via post or hand delivery, please address your envelope as follows:
CONFIDENTIAL
Ms C. Meekley
Headteacher
Chadle Heath Primary School
Edgeley Road
Stockport
SK3 0RJ
- Shortlisted candidates will be informed by email on Monday 16th March.
- Observations within your own setting will be arranged on the dates identified in the table above.
- Only selected candidates will be taken through to the interview stage.
- The final stage will involve a presentation and interview

Please Note:

- Applications received after the closing time of noon will not be considered.
- Stockport LA is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.
- If you have any questions email admin@chadleheathprimary.co.uk or telephone 428 2476.

Person Specification

CRITERIA	QUALITIES (E = ESSENTIAL / D – DESIRABLE)
<p>Qualifications & Professional Development</p> <p>Experience</p>	<ul style="list-style-type: none"> • Qualified teacher status E • Degree or equivalent qualification E • Evidence of continuing professional development E • Experience of working with other schools / organisations / agencies E • Designated Safeguarding Lead Training or willingness to undertake training D <ul style="list-style-type: none"> • Experience in a middle leadership role within a primary school E • Involvement in school self-evaluation and development planning D • Proven track record of improving student outcomes, particularly in raising achievement and closing gaps. E • Successful experience of leading one or more subject areas E • Line management experience D • Curriculum leadership in one or more core subjects E • Experience of teaching in more than one school D • Experience of working in / or leading effective staff teams E • Experience of successful partnership work with external stakeholders e.g. parents, Local Authority, governors. D
Knowledge & Understanding	<ul style="list-style-type: none"> • Comprehensive understanding of the national curriculum, assessment frameworks, and key issues in primary education. E • In-depth knowledge of effective pedagogical approaches and strategies to improve teaching and learning outcomes, especially in EYFS / KS1 E • Knowledge of safeguarding policies and procedures e.g., Keeping Children Safe in Education E • Understanding of school self-evaluation, school improvement planning, and data driven decision-making D
Teaching & Learning	<ul style="list-style-type: none"> • High quality teaching skills E • Understanding of high-quality teaching and the ability to model this for others and support others to improve E • High expectations of pupils' learning and attainment E
Leadership and Management Skills	<ul style="list-style-type: none"> • Strong leadership skills, with the ability to inspire and motivate staff, pupils and the wider school community. E • Experience in implementing inclusive practices that meet the needs of all including those with SEND and EAL. E • Demonstrable experience in leading change and managing whole school projects or initiatives. D
Skills and Knowledge	<ul style="list-style-type: none"> • Effective communication and interpersonal skills E • Ability to communicate a vision and inspire others E • Ability to build and maintain good relationships E • A willingness to promote the ethos of the school E • Effective ICT skills E • Ability to organise work, prioritise tasks, make decisions and manage time effectively E
Personal qualities	<ul style="list-style-type: none"> • A commitment to achieving the best outcomes for all pupils and promoting the ethos and values of the school E • A positive / solution focused attitude E • Good communication skills E • Good interpersonal skills E • Ability to remain positive & enthusiastic when working under pressure E

Our Commitment to Safeguarding

We are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Any job offer made will be conditional upon relevant pre-employment checks, including:

- Two satisfactory references, one of which must be from your most recent employer;
- Proof of identity, address and right to work in the UK;
- Verification of relevant qualifications;
- Candidates who have worked or been resident overseas for three months or more within the last five years will be subject to criminal record checks from the relevant jurisdiction(s);
- Verification of medical fitness for the role;
- Confirmation that the applicant is not named on the Children's Barred List, administered by the DBS;
- A satisfactory enhanced disclosure from the DBS.
- Satisfactory completion of the probationary period;
- Candidates in managerial roles will be subject to a Prohibition from Management check (Section 128 check).
- Prohibition check (where applicable)