Egerton High School – Deputy Head JD/PS

Job Description

1. Purpose of the Post

- To work in close partnership with the Headteacher to provide ambitious, inclusive, and highly effective strategic and operational leadership across Egerton High School *(HTS 1, 7, 8)*.
- To play a major role in determining the aims and objectives of the school, developing and implementing school improvement priorities, and supporting policy development *(HTS 8, 10)*.
- To take strategic responsibility for SEND and inclusion, EHCP implementation and impact, whole-school attendance, teaching and learning, safeguarding, and effective day-to-day leadership *(HTS 2, 5, 7)*.
- To deputise for the Headteacher when required, providing visible, consistent, and values-led leadership *(HTS 1, 4, 7)*.

2. Strategic Leadership and School Improvement

- Work with the Headteacher and senior leaders to develop, communicate, and embed the strategic vision, values, culture and priorities of Egerton High School *(HTS 1, 8)*.
- Contribute significantly to the School Improvement Plan (SIP) and school self-evaluation, ensuring priorities translate into clear operational actions, accountability, and measurable impact *(HTS 8)*.
- Drive a culture of high expectations, equity, and inclusion, ensuring that therapeutic support and academic frameworks align seamlessly to meet pupil needs *(HTS 1, 5)*.

3. Operational Management & School Attendance Leadership

- Provide robust strategic leadership on school attendance, developing, embedding, and reviewing highly effective whole-school attendance and engagement policies *(HTS 7)*.
- Rigorously monitor, analyse and report on attendance trends, implementing creative initiatives and targeted interventions to aggressively minimize persistent absence *(HTS 7)*.
- Ensure the smooth, safe and efficient day-to-day running of the school site, leading by example with a visible and supportive presence *(HTS 7)*.
- Act as a Designated Safeguarding Lead (DSL), maintaining an airtight culture of vigilance, robust record-keeping, and proactive multi-agency collaboration *(HTS 7)*.

4. SEND, EHCPs and Inclusion

- Oversee the strategic management and quality assurance of all Education, Health and Care Plans (EHCPs), ensuring provision is precise, compliant and highly impactful *(HTS 5)*.
- Lead and inspire the inclusion team, monitoring the delivery of specialised, therapeutic and academic interventions to maximise pupil progress *(HTS 5)*.
- Evaluate the impact of inclusion strategies regularly, reporting directly to the Headteacher and Governing Body on progress outcomes *(HTS 5, 10)*.

Person Specification

The selection panel will look for evidence that the applicant meets the following criteria.

E = Essential
D = Desirable

Category	Criteria	Assessment Method
Qualifications & Training	**E** - Qualified Teacher Status (QTS) and Degree **E** - Evidence of recent, relevant leadership professional development **D** - NPQH or National Award for SEN Coordination (NASENCO)	Application Form / Certificates
Experience	**E** - Successful senior leadership experience (e.g., Assistant Head or Deputy Head) **E** - Proven experience working within a SEND, PRU, AP, or highly inclusive mainstream setting **E** - Substantial experience leading, developing, and executing successful school-wide attendance strategies **E** - Experience managing complex EHCPs and safeguarding procedures (DSL/DDSL level)	Application / Interview / References
Knowledge & Skills	**E** - Expert ability to analyse complex pupil attendance and progress data to build targeted intervention plans **E** - Deep understanding of the SEND Code of Practice and statutory EHCP frameworks **E** - Knowledge of local authority attendance legalities and multi-agency escalation pathways **E** - Highly effective communication, interpersonal, and conflict-resolution skills	Interview / Tasks
Leadership Styles & Behaviours	**E** - Values-led leader capable of motivating, coaching, and empowering multi-disciplinary teams **E** - Highly resilient, emotionally intelligent, and calm under pressure **E** - Strong commitment to working collaboratively in a close partnership with the Headteacher **E** - Uncompromising commitment to safeguarding, pupil welfare, and equal opportunities	Interview / References