



Co-op Academy
Delius

Assistant Headteacher Co-op Academy Delius Candidate Pack



Welcome

Dear Applicant,



It is a pleasure to welcome you to Co-op Academy Delius.

I have had the privilege of being the Headteacher of this fantastic Academy since September 2021.

20 years of working within special education has provided me with the commitment and drive to provide the highest quality of education, environment and experiences for the exceptional pupils who attend the academy. The highly skilled and dedicated staff team I work with at Co-op Academy Delius are passionate about supporting our pupils, and each other and we recognise the importance of working in partnership with parents and other professionals as well as enhancing our links in our local community and beyond. As an academy we value and recognise the important role that the staff, governors, parents/carers and the wider community play in supporting our pupils and their school life.

At Co-op Academy Delius we strive to provide a personalised, ambitious and challenging curriculum with the highest of expectations where pupils are given a voice and are encouraged to be independent and actively participate in their education. Our curriculum is planned to promote pupils acquiring skills and knowledge which they are able to retain and recall, enabling them to live their lives to the fullest and access society. Our academy community is passionate and creates innovative learning opportunities in exceptional learning environments whilst promoting holistic as well as academic development.

It is my intention that the academy promotes an ambitious, positive, safe, stimulating and nurturing environment in which all staff and pupils feel valued and their successes and achievements are recognised and appreciated. I am very proud of our community, our pupils and their successes. Our academy is full of incredibly talented pupils and staff who are seen and known as individuals and I encourage you to explore our website further or arrange a visit to learn more about our academy which is a truly amazing place to learn or work.

Emma Hardaker | [Headteacher](#)



Assistant Headteacher

Job Description

Salary / grade range	L6 - L10
Location	Co-op Academy Delius
Reports to	Head of School

Purpose of role:

- To inspire, motivate and influence staff and pupils, to secure the highest standards of learning and teaching in order to promote the highest standards of progress and development for pupils.
- To work collaboratively to allow pupils to be safe and happy at school and enabled to be successful learners who achieve their potential.
- To be accountable for raising standards through leadership of school improvement areas.
- To engage all relevant staff collaboratively in the development of the academy.
- To demonstrate effective and creative leadership in order to secure sustainable school improvement.
- To provide professional leadership which secures success and improvement in the academy, ensuring high quality education and care for the pupils.

Key accountabilities (and specific duties / responsibilities):

- To undertake the role of an exemplary teacher (part time);
- To lead a pathway;
- To work as part of the leadership team in order to support the strategic leadership of the school;
- To work as part of the leadership team in order to support human resource processes and procedures;
- To provide access to expertise and professional development for staff, through formal and informal approaches to training and CPD;
- To lead colleagues in order to raise attainment and secure school improvement;
- To lead by example and take a leading role in developing leadership in others, through the CPD programme;
- To be an excellent role model for all members of staff and students and to maintain a positive and visible presence around the school;
- To work collaboratively in order to monitor, review, evaluate and improve learning across the academy;

- To comply with any reasonable request from the Headteacher to undertake work of a similar level not specified in this job description;
- To ensure procedures are understood and followed in order to safeguard our students and colleagues.

Specific duties:

- To fulfil the duty of an Assistant Headteacher to act as a 'Teacher in Charge' by managing daily operations in line with school policies and procedures;
- To be accountable for measuring, monitoring and improving standards within Co-op Academy Delius;
- To evaluate colleagues' work and provide supportive feedback securing improvement;
- To ensure that there is a robust team approach to quality assurance and that it leads to increased pupil progress;
- To develop the distributive leadership model and maximise the contribution and collaboration of all staff.

Professional expectations:

- Put pupils first and their safety foremost;
- Ensure that safe systems of operation are in place, are known and followed;
- Make efficient & effective use of resources;
- Model good professional practice in all areas of the school's business;
- Demonstrate consistent compliance with school policies, codes of conduct etc;
- Consider all staff's interests equally & respond to staff fairly and with regard to the school's priorities;
- Use all means to overcome barriers to learning and achievement;
- Support the professional development of colleagues;
- Participate in professional development opportunities;
- Contribute to Co-op's overall vision, values and guiding principles;
- Attend and participate in continuous professional development opportunities and participate in collaborative academy development working parties;
- Comply with policies and procedures relating to child protection, health, safety and security and confidentiality, reporting any concerns;
- To carry out any other reasonable request as and when required;
- Model the Ways of Being Co-op for staff and students in their Pathway to follow:
 - Do what matters most
 - Be yourself always
 - Show you care
 - Succeed together

Whilst every endeavour has been made to outline the main responsibilities and duties of the post, the above is not an exhaustive list of responsibilities

<ul style="list-style-type: none"> • High levels of integrity, honesty and credibility. 		A / I
<ul style="list-style-type: none"> • Models best practice and conduct in all areas of school life including excellence in the quality of education provided and the wider life of the school and its community and partnerships. 		A / I
<ul style="list-style-type: none"> • Effective liaison with the Local Governing Body and a good understanding of their role and that of the Trust. 		A / I
<ul style="list-style-type: none"> • Able to establish and develop good relationships with all involved in the school, being approachable and professional. 		A / I
<ul style="list-style-type: none"> • An understanding of and commitment to safeguarding and promoting the welfare of children and young people and being vigilant in its implementation. 		A / I
<ul style="list-style-type: none"> • A personal commitment to equal opportunities, diversity and promoting good race relations. 		A / I
<ul style="list-style-type: none"> • All our colleagues are expected to demonstrate a commitment to co-operative values and principles, British Values and the Ways of Being Co-op. 		A / I

Co-op Academies Trust as an aware employer is committed to safeguarding and protecting the welfare of children and vulnerable adults as its number one priority. This commitment to robust recruitment, selection and induction procedures extends to organisations and services linked to the Trust on its behalf. This post is subject to an enhanced DBS check with appropriate childrens and/or adults barred list check if necessary. A person who is included in the childrens or adults barred list commits an offence if they engage in regulated activity from which they are barred.

Co-op Academies Trust is committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage or civil partnerships.

Wellbeing & Benefits

- Excellent opportunities for personal and career development within the Co-op Academies Trust;
- Co-op Academy Trust & Academy Reward & Recognition scheme;
- Effective, supportive and dynamic leadership, with well-being high on the Agenda;
- Free breakfast each Wednesday to connect and chat with leadership and colleagues across Delius;
- A welcoming, friendly, supportive, effective and efficient professional/Continuing professional development.
- Opportunity to continue to enhance your continual professional development (CPD) and opportunity to join Delius CPD reward & incentive scheme;
- Employee benefits such as staff family swim, season ticket, reduced gym membership, cycle to work scheme and much more;
- Once signed up to our “Colleague Membership” scheme you will receive a discount off most Co-op branded products and discount off most branded products on colleague member payday events! You can also access discount on Co-op Funeral care, Co-op Legal Services & Insurance (including Pet insurance, Travel insurance, Life insurance, over 50 insurance and breakdown cover);
- Free access to a confidential 24/7 Employee Assistance Programme;
- Free flu vaccine and eye test with money towards glasses;
- A superb, school building with a flexible and creative ICT rich working environment;
- Local Government Pension Scheme and recognised continuous service.





Ofsted September 2023

Please read our successful Ofsted Report, rated as "Good" here are just a few statements which we are particularly proud of:

"Leaders at all levels ensure the curriculum is designed well to meet the needs of pupils with SEND. The ambitious curriculum clearly sets out the key knowledge and skills pupils will learn".

"Leaders at all levels ensure staff feel well supported".

"Staff feel equipped to support and teach pupils well.....They say that their workload is manageable and that they have job fulfillment".

"Leaders at all levels carefully consider ways to promote diversity and explore pupils' heritage..... The school is calm and orderly. As a result, pupils behave well".





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<https://delius.coopacademies.co.uk/>

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APRIL 2025