



Co-op Academy
New Islington

Deputy Head Teacher Candidate Pack



Welcome from the Headteacher

Thank you for your interest in the role of Deputy Head Teacher at our wonderful academy. Co-op Academy New Islington is a thriving school at the heart of a vibrant and diverse community in Ancoats, Manchester. We are a two form entry primary academy starting at Reception through to year 6.

Excellent pastoral care is at the heart of everything that we do, ensuring that every single pupil has the right conditions to be successful in their learning. We have highly skilled and experienced staff who work with our pupils and families to make sure that school days are a child's best days and that everyone feels like a valued member of the school community. Our core purpose is to provide the very best educational start possible for our pupils as we help them to become good citizens who care about each other and the world around them.

Co-op Academy New Islington strives to give the best possible start to education for all of its pupils. Our children deserve the highest quality education and to develop an understanding of the world that gives them the greatest chance to lead happy and successful lives.

Our Academy has three golden rules which all pupils are expected to follow. These are:

- BeReady
- BeRespectful
- BeSafe

These rules are shared and explored throughout the Academy including during assemblies, at lunchtimes, within classrooms and out on trips and visits. Our children use Dojo points where they can earn a range of rewards.

Our curriculum is ambitious and focuses on what the children and community need. Our Academy is focused on removing barriers to our children to ensure they achieve. New Islington will make a positive difference to its community, becoming central to raising aspirations and forming supportive connections with a range of agencies.

The academy is part of the Co-op Academies Trust which brings a wide range of benefits to pupils, parents and colleagues. There are a number of schools within Stoke-on-Trent who are part of the Trust which brings lots of networking and sharing of good practice. Pupils have the opportunity to participate in a wide range of activities across the Trust including travelling to 1, Angel Square in Manchester, which is the base of the Trust. Colleagues have access to a wide range of high quality CPD with high support from a range of experienced Directors, frequent network meetings and quality speakers.

Best wishes,

Joshua Berry
Headteacher

Our Co-op Academies Trust

Dear Applicant,

Thank you for showing interest in our academy and our Trust.

We are a large Multi Academy Trust spanning the North and West Midlands of England. Our Trust includes a wide variety of schools, from small and large primary schools to secondary schools, a college, and special schools that offer all-through, primary, and secondary education. We are currently based in Leeds, Bradford, Kirklees, Staffordshire, Stoke, Wirral, Manchester, Oldham, and Salford, structured into four regional hubs.

We are focused on growing the Trust to ensure that all our schools are strong, reliable, and offer exceptional pupil experiences that positively impact our communities. It's the quality of our schools that matters, not the quantity.

We have the highest ambitions for the communities we serve. Our commitment to school-to-school collaboration drives continuous improvement across our schools. We are also dedicated to investing in our staff, with a strong CPD programme and succession planning that provides clear pathways for career progression.

We are looking for staff who are passionate about making a difference and transforming our communities through their daily work, embodying our "Ways of Being." These core values - Do What Matters Most, Succeed Together, Be Yourself Always, and Show You Care - are evident in everything we do.

What sets our Trust apart is our sponsorship by the Co-op Group. Co-op values are also embedded in how we work, and our close relationship with the Co-op means we benefit from the expertise that has made it one of the most respected and ethically driven businesses in the country. Since our founding in 2010 with just two academies, we have taken a pragmatic approach to growth, always working collaboratively to improve every academy in our Trust.

By providing a great education, we are changing the lives of young people. Grounded in cooperative principles, we empower both staff and students to work together for a better education and stronger communities.

We are proud of the rich diversity across our Trust, which strengthens our ability to make a real difference. We are committed to ensuring that each student receives an excellent, memorable school experience that prepares them for future success, while also instilling a strong sense of moral integrity and responsibility.

Best wishes,

Dr Chris Tomlinson | Chief Executive Officer

Our Values

Co-op Academies Trust is committed to the values shared by co-operatives everywhere:

Self-help – we support learners, parents, carers and staff to help themselves

Self-responsibility – we encourage learners, parents, carers and staff to take responsibility for, and answer to their actions

Democracy – we give our learners, parents, carers and staff a say in the way we run our schools

Equality – we believe that the voice of each individual should be heard

Equity – we run our schools in a way that is fair and unbiased

Solidarity – we share interests and common purposes with our learners, parents, carers and staff, and with other schools in the communities we serve

We strive to demonstrate the following ethical values in everything we do:

Openness – we believe in being open with colleagues in our schools and beyond, children and their families, sharing information and ideas to raise standards and life chances

Honesty – we act in a professional and respectful manner in our dealings with everyone

Social responsibility – we maximise our impact on the people in our communities while minimising our footprint on the world

Caring for others – we treat everyone as we wish to be treated ourselves, understanding that children only have one childhood

We use our simple 'Ways of Being Co-op' to demonstrate our values:

- Do what matters most
- Be yourself, always
- Show you care
- Succeed together

Job Description

Deputy Head Teacher Co-op Academy New Islington

Salary: L10-L14 (£62,202 - £68,586)

Location: Co-op Academy New Islington

Start date: Monday 1st September 2025

Purpose of the role

To provide professional leadership for the school which secures its success and improvement, ensuring high quality education for all pupils and improved standards of learning and achievement.

Responsible for:

The deputy headteacher, under the direction of the headteacher, will take a major role in:

- 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 the achievement of the school's aims and objectives
- Leading on and modelling the development of outstanding teaching and learning across the academy
- To deputise for the headteacher during absence

Key Relationships

- Collaborate with the Senior Leadership Team
- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Key Accountabilities

School culture and behaviour

Under the direction of the headteacher, the deputy headteacher will:

- Work alongside the senior leadership team (SLT) and other staff members to 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 staff professionalism
 - 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
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Teaching, curriculum and assessment

Under the direction of the headteacher, the deputy headteacher will:

- Establish and sustain high-quality teaching across all subjects and phases, based on evidence
 - Ensure teaching is underpinned by subject expertise
 - Effectively use formative assessment to inform strategy and decisions
 - 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 that all pupils are taught to read
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Additional and special educational needs (SEN) and disabilities

Under the direction of the headteacher, the deputy headteacher will work alongside the SENDCo to:

- Promote a culture and practices that enables all pupils to access the curriculum
 - Have ambitious expectations for all pupils with SEN and disabilities
 - Make sure the school works effectively with parents, carers and professionals to identify additional needs and provide support and adaptation where appropriate
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Organisational management and school improvement

Under the direction of the headteacher, the deputy headteacher will:

- Establish and sustain the school's ethos and strategic direction together with the governing board and through consultation with the school community
- Establish and oversee systems, processes and policies so the school can operate effectively
- Ensure staff and pupils' safety and welfare through effective approaches to safeguarding, as part of duty of care
- Manage staff with due attention to workload
- Ensure rigorous approaches to identifying, managing and mitigating risk

- Allocate financial resources appropriately, efficiently and effectively
 - 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
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Professional development

Under the direction of the headteacher, the deputy headteacher will:

- 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 needs
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Governance, accountability and working in partnership

Under the direction of the headteacher, the deputy headteacher will:

- Understand and welcome the role of effective governance, including accepting responsibility
- Ensure that staff understand their professional responsibilities and are held to account
- Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties
- Work successfully with other schools and organisations
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils

Whilst every endeavour has been made to outline all the duties and responsibilities of the post, a document such as this does not permit every item to be specified in detail. Broad headings have been used under which the detailed routines are assumed to be included in the job description.

Staff should not refuse to undertake work, which is not specified on this form, but they should record what they consider to be additional duties they are required to perform, and these will be taken into account when the post is reviewed.

Person Specification

Deputy Head Teacher Co-op Academy New Islington

A - Application form

I - Interview

	Essential / Desirable	How identified
Qualifications and Experience <ul style="list-style-type: none"> • Qualified teacher status • Degree • At least two years of relevant and successful middle and/or senior leadership experience • Experience of more than one school 	E E D D	A A A/I A/I
Skills, ability and knowledge <ul style="list-style-type: none"> • Knowledge/experience of behaviour management policy/practice and strategy • Has experience of development planning • an ability to effectively use IT software packages which support all aspects of pupil monitoring, including CPOMS, Microsoft excel etc • An effective, inclusive and cooperative leadership style that inspires confidence in those they lead, which motivates and encourages others to participate and go the extra mile • successful experience of motivating and supporting others to improve • be an outstanding classroom practitioner able to secure pupil engagement in learning • possess excellent communication skills both written and verbal • Personable, approachable whilst still inspiring respect and personal and professional credibility 	E E E E E E E E	A/I A/I A/I A/I A/I A/I A/I
	E	A/I

Personal qualities and attributes		
• The ability to motivate and inspire pupils, staff and parents	E	A/I
• The ability to work as a team and to lead others by example	E	A/I
• Strong 'presence' and the ability to command the respect of other	E	A/I
• A commitment to safeguarding, equal opportunities and inclusion	E	A/I
• An understanding, awareness and empathy for all young people	E	A/I
• A commitment to the Co-ops 'Ways of Being' and a passionate commitment to developing the best in all children		
• Demonstrate a commitment to the protection and safeguarding of children and comply with academy policies and procedures relating to safeguarding, child protection and prevent duty	E	A/I
	E	A/I
• A can-do approach to challenges; solutions focussed and an ability to address difficulties with positivity		

How to apply

All applications must be made using SAM Recruit.

For an informal chat about the role and the academy, and/or to arrange a visit, please contact ashleigh.kenny@coopacademies.co.uk

Completed applications should be submitted to SAM Recruit

The closing date for applications is: **13th March 2025**

Interview timetable

Interviews will take place on: **21st March 2025**

You must be able to

- Create an engaging and inclusive learning environment for our pupils and their families
- Work effectively with colleagues and multi-agency teams
- Be highly motivated, enthusiastic and skilled in teaching
- Maintain excellent standards in teaching, learning, assessment, personal development and behaviour support.
- Be committed to creating opportunities to enable young people to thrive

Co-op Academy New Islington

10 Hugh Oldham Way, New Islington Marina, Ancoats, M4 6EY

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.

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. We value variety and individual differences, and aim to create a culture, environment and practices at all levels which encompass acceptance, respect and inclusion. All our colleagues are expected to demonstrate a commitment to co-operative values and principles, and the Ways of Being Co-op.