



Chapel Street Community Primary School

Achieving excellence and making a difference for every child

Chapel Street, Levenshulme, Manchester. M19 3GH

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0161 224 1269

Headteacher: Mrs Ella Hughes

EYFS Assistant Headteacher (L4-L8)

Full-time and permanent

Following the promotion of our current EYFS Assistant Headteacher to a lead role for a Trust, we are delighted to offer a vacancy to join our Senior Leadership Team from September 2024 as our EYFS Assistant Headteacher.

Applications are invited from experienced teachers who are successful leaders (at either a senior or middle leadership level) for this exciting role in our school. You must have a proven and demonstrable track record of raising pupil achievement and previous experience at a senior leadership level or substantial experience at a middle leadership level. You might be an experienced Assistant Headteacher within a smaller primary school or an experienced phase lead within a large primary school – either way, you are looking for the next step in your career, a new challenge and opportunity to widen the positive impact you have through excellent leadership and management.

Our other on-line documents are an application form, letter from the Headteacher about our school and job description with person specification. You can also find further information on our website, which includes our most recent Ofsted Report, from 2019: <https://www.chapelstreetprimary.co.uk/ofsted>

Our senior leadership team

This is an exciting time to join our leadership team, which includes:

- Headteacher
- Deputy Headteacher
- School Business Manager
- Inclusion Assistant Headteacher
- EYFS Assistant Headteacher
- KS1 Assistant Headteacher
- LKS2 Assistant Headteacher
- UKS2 Assistant Headteacher

Our Senior Leaders work alongside a talented team of wider leaders in school including:

- TA & Library Manager
- Communications and Admin Manager
- Facilities Manager
- PE & Sport Premium lead
- Reading Lead

Our new EYFS Assistant Headteacher will be joining a strong, committed and hard-working Senior Leadership Team. Whilst each member of SLT has specific responsibilities and lead areas we are flexible and able to transfer our leadership and management skills to different contexts and tasks. We work collaboratively to ensure distribution of leadership responsibilities is fair and best meets the needs of our children, staff and community. We are committed to positive work-life balance and wellbeing for all staff – including SLT. We also support and develop SLT through regular professional supervision, leadership coaching, 1:1s with the Deputy Headteacher and relevant training and CPD.

The Post

The job description outlines in more detail the requirements for our EYFS Assistant Headteacher. We are looking for a committed leader to join our senior leadership team and take responsibility and accountability for all areas of EYFS within our school.

As an Assistant Headteacher at Chapel Street Community Primary school you will also be a class teacher. Our class teachers work as a team of three teachers in one year group and collaboratively as a wider team across a phase. You will have collaborative PPA with your year group team for half a day per week and will also have an additional one day per week of non-contact time for leadership release.

Where the post holder has a SENCO qualification, or relevant experience and a willingness to gain a qualification, we are open to the possibility of further, regular non-contact time for EYFS SENCO responsibilities.

The successful candidate

As with all our senior leadership posts we are primarily looking for the right person for our school and community who has transferable leadership and management skills so that they can be flexible and adapt to changing need and who demonstrates excellent classroom practice and high quality, inclusive teaching and learning.

Whilst it is essential that you are a strong and responsive teacher and EYFS specialist, only candidates who can also demonstrate excellent leadership and management will be considered for these posts. Your role will require effective skills in leading and developing others across a large, diverse and vibrant school. A very clear educational philosophy and vision and the ability to articulate this is essential – as is a commitment to our relational approach and nurturing positive, quality relationships with all.

Excellent team-working and organisational skills are also essential, as is the ability to work independently and a strong commitment to wanting the very best for each child. You will need a strong understanding of the unique strengths and challenges facing **our** community and pupils – and we will look for this within your application. We want our Assistant Headteachers to be passionate about working in **our** school with **our** unique children and staff.

Candidates will be expected to demonstrate an excellent understanding of the teaching and learning process and how to engage, inspire, nurture and provide challenge for all pupils and staff.

Visits to school

Potential candidates are warmly invited to visit our school for a tour, to see for yourself why Chapel Street is such a special place to work and learn.

- Tuesday 27th February at 4:00pm
- Friday 1st March at 2:00pm
- Tuesday 5th March at 9:00am
- Wednesday 6th March at 2:30pm

If you would like to book a place to visit please contact our office team on 0161 224 1269 or via email at admin@chapelstreet.manchester.sch.uk.

About Your Application

- Please read all the documentation before applying.
- Application cover letters or 'information in support of your application' will only be considered where they are a maximum of two sides of A4 in a minimum of size 11 font.
- Application Closing Date: 9:00am on Monday 18th March.
- Short-listing and invites to interview sent: Tuesday 19th March.
- Interview process: Tuesday 26th and Wednesday 27th March.
- There will be a number of different elements to the interview process which will be in person, at school.
- Candidates who are successful in the first stage of the process will be invited to interview as the second stage of the process.
- Start date for job: 1st September 2023

If you are excited by this post and by the opportunity to work in a really special school, then we look forward to receiving your completed application.