



Deputy Headteacher (Data and Safeguarding)

Allesley Primary School

Full Time, Permanent – Leadership Scale (L8-11)

Job Description

The Deputy Headteacher will play a pivotal role in the strategic leadership of Allesley Primary School, working closely with the Headteacher to ensure the highest standards of safeguarding, pupil achievement, and whole-school effectiveness. The postholder will lead on safeguarding, child protection, data analysis, assessment, and statutory reporting. They will work within a very well-established, supportive team and enjoy the jewel in our crown – the opportunity to work every day with our delightful children. Our school values – positivity, respect, honesty, compassion, independence and perseverance – underpin every aspect of this role and flow through all expectations and responsibilities.

Key Responsibilities

1. Strategic Leadership

- Support the Headteacher in strategic direction, day-to-day management, and school improvement, consistently modelling positivity and respect.
- Deputise for the Headteacher when required, demonstrating sound professional judgement.
- Lead and motivate staff to uphold the school's vision and ethos.

2. Safeguarding & Child Protection (DSL Lead)

- Serve as Lead DSL, ensuring robust safeguarding systems are in place.
- Oversee referrals, multi-agency work, case management, and supervision with professionalism and positivity.
- Ensure compliance with statutory guidance including KCSIE.
- Lead safeguarding training that reflects our values and strengthens whole-school culture.

3. Data, Assessment & Reporting

- Lead the school's assessment strategy with accuracy and professional integrity.
- Analyse data to identify trends and support improvement.
- Produce accessible reports for Governors, SLT, Ofsted, and staff.

4. Staff Development & Operational Leadership

- Lead and support staff through coaching, appraisal, and professional development built on strong foundations of honesty and respect.
- Contribute to recruitment, induction, and wellbeing, ensuring a positive and supportive culture.

5. Curriculum and Teaching & Learning

- Provide oversight and support for the quality of teaching and learning.
- Monitor and support curriculum implementation alongside the Assistant Headteachers.
- Lead or contribute to lesson observations, learning walks and book looks.
- Support and coach subject leaders with honesty and respect.
- Work collaboratively with the SENDCo to ensure curriculum accessibility and promote independence for all children.

6. Pupil Support and Inclusion

- Collaborate with the SENDCo to ensure strong provision for all children.
- Support the school's attendance strategy, engaging positively with families.
- Promote perseverance and independence among children.

7. Community and Wider School Engagement

- Lead assemblies, celebrations and community events.
- Strengthen parental engagement through clear, honest and effective communication.
- Represent the school at local forums and community meetings.

8. Governance and Strategic Leadership

- Attend Governing Body meetings and contribute to strategic decision-making.
- Lead or support governor groups such as safeguarding or data.
- Provide accurate information to governors.

Person Specification

Qualifications & Training

- QTS.
- Leadership experience.
- DSL training (or willingness to undertake).
- Evidence of ongoing CPD.

Experience

- Significant safeguarding and multi-agency experience.
- Strong track record of improving outcomes and modelling school values.
- Data analysis and school improvement experience.
- Evidence of outstanding teaching rooted in respect, compassion, and positivity.

Knowledge & Skills

- Strong understanding of safeguarding, KCSIE, and assessment systems.
- Excellent communication skills reflecting honesty and respect.
- Ability to build positive professional relationships.
- Strategic thinking and operational effectiveness.

Personal Qualities

- Positive, professional, and child-centered.
- Integrity, discretion, and resilience.
- Commitment to inclusion, independence, and high expectations.
- Enjoy working with delightful children and within a well-established, dedicated team.

Why Join Allesley Primary School?

- A highly supportive, experienced team built on trust, compassion, and respect.
- A strong safeguarding culture and commitment to wellbeing.
- Enthusiastic, inspiring, delightful children – truly the jewel in our crown.
- Opportunities for innovation, leadership, independence, and personal growth, underpinned by our core values.

Following recommendations from Keeping Children Safe in Education (KCSIE) for an additional pre-employment check with effect 1 Sept 22, please note that an online search may form part of this recruitment process.