



Archbishop Temple
Church of England High School

Application Pack

Assistant Headteacher: Curriculum and Teaching

L18 – L22

**Required from
April 2026**

Faith † Nurture † Service



Dear Applicant

Thank you for showing an interest in the position of Assistant Headteacher at Archbishop Temple Church of England High School.

Due to our school expansion, we are seeking to appoint an exceptional leader to the role of **Assistant Headteacher: Curriculum & Teaching**. This is an exciting opportunity for a talented, ambitious, experienced and visionary senior leader to join our team at a pivotal point in our school's development.

The successful candidate will:

- Lead strategically on the design, development and delivery of our whole-school curriculum.
- Drive improvements in teaching and learning across all subject areas.
- Ensure assessment and reporting systems effectively support pupil progress.
- Inspire, support and challenge colleagues to achieve excellence in their practice.
- Play a key role in the Senior Leadership Team, contributing to the strategic direction of the school.

We are looking for an individual with:

- A commitment to safeguarding, inclusion and our Christian ethos.
- A proven track record of successful leadership at a senior level.
- Strong knowledge of curriculum design, pedagogy and assessment.
- The ability to inspire and motivate staff and pupils.

We can offer you:

- Enthusiastic and motivated pupils.
- A dedicated and collaborative staff team.
- A strong commitment to your professional development.
- The opportunity to make a significant impact on the future direction of the school.

The school was last inspected by Ofsted in January 2025 and was deemed to be "Good" in all four areas of the inspection process. The report reads that "pupils are proud to attend this school. They typically live up to the school's values of respecting others and serving the community" and "The school has high expectations of pupils' achievement. The ambitious curriculum helps most pupils to achieve well. The work pupils produce in some subjects is of high quality. This reflects the positive commitment that most pupils have to their learning".

We are always oversubscribed in Year 7. This year 600+ pupils applied for one of our 210 places. Working at Archbishop Temple Church of England High School represents an exciting opportunity to work in a school which has huge potential. Our staff are incredibly dedicated and supportive and our pupils are a high achieving group of very positive and enthusiastic young people.



I hope that the information available inspires you to consider applying for this post. Please complete the application form which is available from our website, and include a letter (of no more than two sides of A4 in Calibri font size 11) explaining your suitability for the post. Electronic applications are fully acceptable and these should be emailed to head@archbishoptemple.com marked for the attention of Mrs C Simpson, my PA.



The closing date for applications is Tuesday 4th November 2025 (midday) and interviews are planned for Wednesday 19th & Thursday 20th November 2025. Candidates called for interview will be contacted by phone in the first instance with detailed information following by email.



At Archbishop Temple Church of England High School, we take safeguarding very seriously and consequently the successful candidate will be required to complete a DBS enhanced check. Please do not include a CV with your application as it will be disregarded for safeguarding purposes.

For further information on our school and context please visit our website – www.archbishoptemple.com.



If you are passionate about teaching and Learning, developing high quality Christian education provision and want to make a difference to all of our children, then this is the role for you. I hope you will consider joining our team and I look forward to receiving your application.

I wish you good luck in your future career.

Yours sincerely

Mr Ivan Catlow
Headteacher



About Archbishop Temple Church of England High School



Introduction

Established in 1964, Archbishop Temple Church of England High School is a voluntary-aided Church of England secondary school located in the affluent suburb of Fulwood, north of Preston. Currently, the school serves 885 pupils (growing to 1050 by 2029) aged 11–16 and is committed to providing an outstanding education rooted in Christian values.

Senior Leadership Team

- **Headteacher:** Ivan Catlow
- **Deputy Headteacher:** Lindsey Dudaniec
- **Assistant Headteachers:** Jessica Banner, Ian Baybutt, Melanie Shaw
- **School Business Manager:** Julie Childs

A Church of England School

As a Church of England school, we uphold Christian values and expect all staff to support our ethos, regardless of personal faith. Our mission is to serve the local community by providing an outstanding education to children of all faiths and none. This is expressed through regular acts of worship and a culture that values and cares for every member of our community.



Curriculum

Our curriculum is designed to meet the needs of all pupils by offering a breadth of educational opportunities. In Years 10 and 11, all pupils follow a core curriculum of English, mathematics, science, RE, PSHE, and PE. Additionally, pupils select courses from a wide range of GCSE options, including the EBacc suite of qualifications. The curriculum is delivered through five 58-minute periods per day, organised on a two-week timetable.

GCSE Results Success

We are proud of our pupils' achievements in their GCSEs. In 2024, 82% of our pupils achieved five good GCSEs, including English and Mathematics, placing us among the highest-performing schools in Lancashire. Our Attainment 8 score was 55.56, and our Progress 8 score was 0.3, indicating that pupils made better-than-average progress compared to their peers nationally. Notably, 89.6% of pupils achieved a grade 4 or higher in English Language and Literature, and 87.7% achieved a grade 4 or higher in Mathematics. These results reflect our commitment to academic excellence and the hard work of our pupils and staff.



Ofsted Inspection 2025

In January 2025, the school underwent an Ofsted inspection and received the following ratings:

- **Quality of Education:** Good
- **Behaviour and Attitudes:** Good
- **Personal Development:** Good
- **Leadership and Management:** Good

Pastoral Care and Academic Guidance

Heads of Year and form tutors are responsible for the welfare, academic progress, and discipline of the pupils in their care. Time is set aside each day for a programme of activities designed to promote pupils' social and learning skills, support literacy, and enable tutors to get to know each pupil as an individual.

Home-School Links

We aim to develop strong links between home and school. Parents receive Weekly News publications and are provided with regular communications about developments in school. In addition, we publish various brochures and organise information evenings for parents at key points in their children's education, together with awards evenings to celebrate the success of pupils at different Key Stages.

Special Educational Needs and Disabilities (SEND)

At Archbishop Temple Church of England High School, we place equal value on the education of all pupils. Those with special educational needs or disabilities are encouraged to achieve their potential within each curriculum area; teaching assistants offer additional individual support. Some pupils are withdrawn from lessons for brief periods to work with specialist staff.

Extra-Curricular Activities

A wide variety of out-of-school clubs and activities are available to pupils. These vary across the academic year but might include dance, science, cookery, film club, eco club, IT, and many others. There are also excellent opportunities for pupils to begin or continue instrumental tuition and participate in the annual school musical production. Educational visits and exchanges are also part of our annual programme.

School Uniform

Pupils are expected to dress appropriately for a learning environment. School uniform is compulsory for all pupils.



ICT Resources

In recent years, the school has invested heavily to develop our ICT provision. We have a state-of-the-art Wi-Fi system and an excellent Virtual Learning Environment. Every pupil has their own iPad for use in learning, and this technology supports our innovative teaching and learning. Every teacher has an iPad Pro for their own personal use and a PC in their classroom.

Archbishop Temple Active in the Community

Pupils at Archbishop Temple Church of England High School are encouraged to learn from the expertise, experience, and information available within the local community. The school, in return, aims to provide a significant contribution to the community through the high-quality education, guidance, and care we provide for our young people and through participation in fundraising and community service. We give the opportunity to children in local primary schools to join us for enrichment activities and to take part in a range of programmes. Archbishop Temple Church of England High School is active in its support of charities, and each year we organise a number of fundraising activities. We are also committed to sustaining and extending our links with local businesses, both to enrich the curriculum and to encourage sponsorship and financial support for the work of the school.

BUPA Cover

All permanent staff at Archbishop Temple Church of England High School are welcome to join our BUPA scheme. You can choose cover for yourself and your family through our tax-efficient salary sacrifice scheme. This extensive health care insurance will be considerably cheaper than buying it independently.

Our Local Area

Despite being a university city and home to 135,000 people, over two-thirds of Preston is classed as a rural area. Surrounded by many pretty villages, it is a very pleasant place to live. Preston is frequently quoted in national studies as a city that has got things right in terms of town planning and infrastructure development. Preston benefits from excellent rail and road links; indeed, the school is easily accessed from the M6 motorway. The city offers the usual attractions of a vibrant place to live but also has some beautiful areas of outstanding natural beauty on the doorstep. The coast is easily accessed; Blackpool, the beautiful Fylde Coast, and Morecambe Bay are within 30 minutes' drive. The Lake District is 40 minutes away. Liverpool and Manchester are less than 1 hour away. London is 2 hours away by train, with Preston being a mainline west coast station, giving easy access to Scotland.



Job Description



Key Purpose

The Assistant Headteacher: Curriculum & Teaching will be a key member of the Senior Leadership Team, responsible for the strategic leadership and development of the school's curriculum, teaching, and learning. Inspiring and embodying the ethos and culture of our special school, securing our Vision Statement with all members of the school community and ensuring an environment for teaching and learning that empowers both staff and pupils to achieve their highest potential.

The Assistant Headteacher will work collaboratively with the current Deputy Headteacher and Assistant Headteachers to:

- Be an active participant of the senior leadership team
- Assist the Headteacher in the strategic leadership and management of the school
- Assist the Headteacher in the day to day organisation and management of the school
- Support and/or represent the school at meetings as and when required
- Provide teaching cover as and when required
- Undertake such duties as are delegated by the Headteacher
- Play a major role under the overall direction of the Headteacher in formulating and reviewing the School Improvement Plan and the aims and objectives of the school by:
 - Formulating the aims and objectives of the school
 - Establishing the policies through which they shall be achieved
 - Leading and managing staff and resources to that end
 - Monitoring progress towards their achievement.

Main Tasks

- The internal organisation, management and control of the school by contributing to:
 - Maintaining and developing the ethos, values and overall purposes of the school
 - Formulating the aims and objectives of the school and policies for their implementation
 - A development plan which will translate school aims and policies into actions
 - Monitoring and evaluating the performance of the school
 - Implementing the Authority's and the governing body's policies on equal opportunity issues for all staff and pupils in relation to sex, gender, race, disability and special needs
 - The efficient organisation, management and supervision of school routines
 - To assist in creating an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other
- Lead the strategic development of the whole-school curriculum, ensuring breadth, balance, challenge, and progression.
- Lead on school policies on curriculum, teaching and learning styles, assessment, recording and reporting

- Drive improvements in teaching and learning across all subject areas, ensuring consistently high standards.
- Oversee whole-school assessment, recording, and reporting, ensuring systems support pupil progress and achievement.
- Contribute to staff professional development and lead in curriculum design, pedagogy, and assessment.
- Monitor the quality of teaching, providing feedback, coaching, and support to staff to enable continual improvement.
- Use data effectively to track pupil progress, identify underachievement, and implement strategies for improvement.
- The promotion of extra-curricular activities in accordance with the educational aims of the school.
- Work collaboratively with other senior leaders to ensure the highest standards of safeguarding, behaviour, and personal development.
- Deputise for the Deputy Headteacher or Headteacher when required.
- In addition, other duties at no higher level of responsibility may be interchanged with/added to this list as required.

Person Specification



	Essential	Desirable
APPLICATION FORM AND LETTER		
Qualifications and Professional Development		
Qualified Teacher Status	√	
Good honours degree or equivalent	√	
A commitment to CPD	√	
LETTER, INTERVIEW AND REFERENCES		
Knowledge, skills and personal qualities		
Proven record of raising achievement and improving teaching and learning.	√	
Experience of leading whole-school initiatives with demonstrable impact.	√	
Excellent knowledge of curriculum design and current educational developments.	√	
Ability to analyse data to inform strategic decision-making.	√	
Strong interpersonal and communication skills.	√	
Capacity to inspire, motivate, and challenge staff and pupils.	√	
A clear commitment to safeguarding and promoting the welfare of pupils.	√	
A willingness to contribute to the wider life of the school and its Christian ethos.	√	
Candidates should be able demonstrate they have:		
• A genuine belief in the value of each child	√	
• A knowledge of the GCSE and NC requirements of subjects across the curriculum	√	
• A good knowledge and understanding of current curricular developments	√	
• The ability to maintain a high standard of teaching and learning	√	
• The ability to establish firm, fair and effective discipline	√	
• A willingness to be part of a team	√	
• High levels of commitment, motivation and initiative	√	
• Good ICT skills	√	
• The ability to relate well to all members of the school community	√	
• Good communication skills	√	
• High personal standards and high expectations of themselves and others	√	
• A flexible approach to school life	√	
• A desire to contribute to a range of extra-curricular activities	√	

<ul style="list-style-type: none"> • A willingness to contribute to the exploration and development of additional KS4 courses. 	√	
<ul style="list-style-type: none"> • An excellent health and attendance record 	√	
<ul style="list-style-type: none"> • A willingness to support and promote the school's distinctive Christian ethos 	√	
<ul style="list-style-type: none"> • Experience of working with governors and external partners. • 	√	
<ul style="list-style-type: none"> • The ability to offer a faith reference 		√
<ul style="list-style-type: none"> • NPQH, NPQSL, or other relevant leadership qualifications. 		√

Application Closing Date

**The closing date for applications is
Tuesday 4th November 2025 (midday)**

Shortlisted candidates will be contacted shortly after this date.

If you have not heard from us by Friday 14th November 2025,
please assume your application has been unsuccessful.

Applications may be submitted on email to head@archbishoptemple.com or by post.

Archbishop Temple Church of England High School is committed to safeguarding and promoting the welfare of children. We expect all staff to share this commitment. Appointments are subject to an Enhanced Disclosure & Barring Service check. Further details will be sent to shortlisted candidates.