

Archbishop Temple
Church of England High School

Application Pack

Assistant Headteacher

Pupil Premium Achievement, Teaching and Learning

L10 – L15
(£66,956-£75,664)

Required from
September 2027

Faith † Nurture † Service



Dear Applicant,

Thank you for your interest in the role of **Assistant Headteacher** at Archbishop Temple Church of England High School.

At Archbishop Temple Church of England High School, our vision of ***Let your light shine*** is far more than a slogan. It shapes the way we teach, lead and nurture our young people. We are a school where academic excellence sits alongside deep Christian care, where pupils are encouraged to discover their God-given talents, serve others and become the very best version of themselves.

Guided by our values of Faith, Nurture and Service, we are ambitious for every pupil. We believe that background should never determine future success and that every young person deserves access to exceptional teaching, rich opportunities and the encouragement to flourish.

We are seeking an outstanding leader to join our Senior Leadership Team as **Assistant Headteacher with responsibility for Pupil Premium Achievement and Curriculum and Teaching**.

This is a role for a leader who is passionate about ensuring that disadvantaged pupils receive the very best educational experience. Reporting to the Senior Assistant Headteacher for Curriculum and Teaching, the successful candidate will lead the school's strategy for improving outcomes for pupils eligible for Pupil Premium Funding, through outstanding classroom practice, curriculum excellence and a relentless focus on high expectations.

While the successful candidate will work closely with pastoral leaders, attendance teams and wider support staff, the heart of this role is teaching and learning. We are looking for someone who understands that the greatest contribution a school can make to disadvantaged pupils is through consistently excellent teaching, an ambitious curriculum and a culture where every pupil is expected and supported to succeed.

As a member of the Senior Leadership Team, the successful candidate will be a visible and approachable presence throughout the school community. They will build strong relationships with pupils, staff and families, maintain a regular presence in classrooms and around the school, and actively contribute to the wider life of Archbishop Temple.

The successful candidate will have a strong understanding of educational research and evidence-informed practice, with the ability to translate this into effective classroom strategies that improve outcomes for disadvantaged pupils. They will be committed to their own continual professional development and will actively contribute to a culture of professional learning, reflection and improvement across the school.

This role presents an exciting opportunity for an exceptional curriculum leader seeking their first senior leadership position, or an existing Assistant



Headteacher with responsibility for teaching and learning who is looking for a role with Specific purpose and impact.

This is a newly created leadership position, established as part of the continued growth and expansion of Archbishop Temple Church of England High School. With our Published Admission Number increasing from 155 to 210 students per year group, this is an exciting opportunity to join the school at a pivotal point in its development.

As our community grows, so too does our commitment to ensuring that every pupil receives the highest quality education and support to flourish. The creation of this role reflects our determination to ensure that disadvantaged pupils remain at the heart of our improvement journey and continue to benefit from exceptional teaching, ambitious opportunities and a strong sense of belonging.

Why Archbishop Temple?
Archbishop Temple Church of England High School is a school with a strong reputation, a caring Christian ethos and an unwavering commitment to excellence. Our pupils are rightly proud of their school. They are engaged, aspirational and eager to learn. Our staff are dedicated professionals who work together in a culture of collaboration, support and continuous improvement.

This role offers the opportunity to shape the educational experiences of some of the pupils who stand to benefit most from exceptional teaching and leadership. It is an opportunity to ensure that every young person, regardless of background or circumstance, has the support, opportunities and encouragement to flourish.

At Archbishop Temple, we believe that every child can flourish and fulfil their God-given potential. We are looking for a leader who shares our unwavering commitment to excellent teaching, professional growth and educational equity. You will work with colleagues across the school to ensure that disadvantaged pupils experience outstanding teaching, develop a strong sense of belonging and benefit fully from the rich opportunities that Archbishop Temple provides.

Through evidence-informed practice, high expectations and our values of Faith, Nurture and Service, you will help ensure that every young person is able to truly Shine Their Light.
If you are an ambitious leader who believes that outstanding teaching changes lives and who is excited by the opportunity to help every pupil at Archbishop Temple shine their light, we would love to hear from you.

If this opportunity inspires you, I strongly encourage you to apply. Please complete the application form available on our website and include a **letter of no more than two sides of A4 (Calibri, size 11)** outlining your suitability for the role.

Applications should be emailed to **head@archbishoptemple.com**, marked for the attention of **Miss M Holden, PA to the Headteacher and Deputy Headteacher**

The **closing date** for applications is **Monday 4th January 2027 (midday)**. Interviews are planned for week commencing **25th January 2026**. Shortlisted candidates will be contacted by telephone initially, followed by detailed information via email.

Safeguarding is central to everything we do. The successful candidate will be required to complete an **enhanced DBS check**. Please note that CVs will not be accepted.

Further information about our school can be found at **www.archbishoptemple.com**.

If you are passionate about pastoral leadership, committed to high-quality Christian education, and ready to take the next step in your leadership journey, then this role is for you. I very much look forward to receiving your application.

With best wishes for 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 952 pupils (growing to 1050 by 2029) aged 11–16 and is committed to providing an outstanding education rooted in Christian values.

The successful candidate will join an experienced, supportive and highly committed Senior Leadership Team comprising:

- Ivan Catlow, Headteacher
- Lindsey Dudaniec, Deputy Headteacher (Designated Safeguarding Lead and Pastoral Care)
- Jennifer Wozniak, Senior Assistant Headteacher (Curriculum and Teaching)
- Ian Baybutt, Assistant Headteacher (Curriculum and Teaching)
- Mel Shaw, Assistant Headteacher (Special Educational Needs and Disabilities)
- Jess Banner, Assistant Headteacher (Key Stage 4 and Deputy Designated Safeguarding Lead)
- Kelcy Smith, Assistant Headteacher (Key Stage 3 and Deputy Designated Safeguarding Lead)

Together, this experienced team shares a commitment to Archbishop Temple's vision of Shining Your Light and works collaboratively to ensure every pupil experiences excellence, opportunity and care throughout their school journey.

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 RE, English, mathematics, science, 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 the outcomes achieved by our pupils. Our most recent published GCSE outcomes continue to place Archbishop Temple amongst the highest-performing schools in Lancashire, with an Attainment 8 score of 56.97, significantly above the national average. 59.7% of pupils achieved grade 5 or above in English and Mathematics, while 79.9% achieved five good GCSEs including English and Mathematics.

Ofsted Inspection 2025

We are equally proud of the outcome of our most recent Ofsted inspection in January 2025. Inspectors judged Quality of Education, Behaviour and Attitudes, Personal Development, and Leadership and Management all to be Good and recognised the school's ambitious curriculum, high expectations, strong personal development programme and the wide range of opportunities available to pupils.

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.

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

Working under the strategic leadership of the Senior Assistant Headteacher for Curriculum and Teaching, the postholder will lead and drive the implementation of the schools' teaching and learning strategy for disadvantaged pupils. They will ensure that the teaching is consistently ambitious, inclusive and responsive to the needs of disadvantaged pupils, securing measurable improvements in their school experience, progress and outcomes.

Class Teacher Tasks

- Fulfilling the professional duties expected of all teachers, in line with the current School Teachers' Pay and Conditions Document and the Teachers' Standards.
- Undertaking the responsibilities outlined in the school's class teacher job description, including providing teaching cover as and when required.
- Teaching a timetable that represents roughly 40% of a full teaching load as part of the Assistant Headteacher role.

Assistant Headteacher Tasks

You will:

- Lead the strategic development, implementation and evaluation of the school's Pupil Premium provision.
- Lead the development, publication and ongoing evaluation of the school's Pupil Premium strategy, ensuring that decisions are rooted in robust diagnostic assessment of need and evidence-informed approaches.
- Evaluate the impact and value for money of Pupil Premium expenditure and report clearly to senior leaders, governors and other stakeholders.
- Work alongside the Senior Assistant Headteacher for Curriculum and Teaching to implement, monitor and evaluate the school's teaching and learning priorities, with a particular focus on their impact on disadvantaged pupils
- Ensure that every curriculum area understands its responsibility for the achievement and progress of disadvantaged pupils.
- Support subject leaders in evaluating provision, identifying barriers and improving outcomes for Pupil Premium pupils.
- Develop staff understanding of the teaching and learning approaches that have the greatest impact on disadvantaged learners.
- Lead the implementation and evaluation of evidence-informed teaching and learning strategies that improve outcomes for disadvantaged pupils.
- Support colleagues in engaging critically with educational research and translating it into highly effective classroom practice.
- Promote a culture of professional curiosity, reflective practice and continual improvement across the school.

- Ensure that Pupil Premium pupils are central to curriculum planning, classroom practice, assessment and intervention.
- Use achievement, attendance and participation data to identify trends, evaluate impact and inform school improvement priorities.
- Ensure all leaders and teachers keep disadvantaged pupils at the forefront of their planning and decision-making, fostering collective responsibility for improving life chances.
- Work closely with attendance and pastoral teams to ensure barriers to engagement are identified and addressed, recognising that pupils who feel known, valued and included are more likely to attend, participate and succeed.
- Champion approaches that strengthen pupils' sense of belonging within our Archbishop Temple community.
- Promote a culture where high-quality teaching, strong relationships and ambitious opportunities work together to improve attendance and engagement.
- Ensure disadvantaged pupils are fully represented and encouraged by the AHT, responsible for enrichment, to participate in the rich extra-curricular and co-curricular opportunities that are a hallmark of Archbishop Temple.
- Work with colleagues to ensure that opportunities for leadership, service, enrichment, worship, cultural development and careers education are accessible to all pupils.
- Work with the Careers Leader to ensure that disadvantaged pupils benefit from ambitious careers education, guidance and experiences that broaden horizons and support future success
- Monitor and evaluate the impact of enrichment, careers education and wider opportunities on pupil engagement, attendance, aspirations and outcomes.
- Be a visible and approachable member of the Senior Leadership Team, maintaining a regular presence around the school and contributing actively to the wider life of the community.
- Contribute fully to the strategic leadership of the school and the delivery of our Christian vision.
- Any other reasonable request made by the Headteacher.

*This outlines the role as it **currently** stands and may be updated in consultation with the employee as the needs of the school evolve.*

Senior Leadership Tasks

- 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.
- Undertake such duties as are delegated by the Headteacher.

- 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.

Person Specification

We are looking for someone who:

- Is an outstanding classroom practitioner with a strong understanding of effective curriculum and teaching.
- Has a successful track record of leading improvement within a curriculum area or across the whole school.
- Believes passionately in the transformational power of education to improve life chances.
- Understands how excellent teaching can reduce disadvantage and unlock potential.
- Demonstrates a strong commitment to evidence-informed practice and understands how educational research can be used to improve outcomes for disadvantaged pupils.
- Can critically engage with research, evaluate impact and support colleagues in developing effective classroom practice.
- Is committed to continual professional growth and models reflective practice and lifelong learning.
- Can inspire colleagues and work collaboratively with leaders at all levels.
- Is committed to using evidence, professional dialogue and high expectations to improve pupil outcomes.
- Recognises the important relationship between belonging, engagement, attendance and achievement.
- Understands that improving outcomes for disadvantaged pupils requires both exceptional teaching and a deep understanding of the barriers that can affect engagement, participation and success.
- Is a visible and approachable leader who builds trust and credibility through strong relationships with pupils, colleagues and families.
- Shares our commitment to the Christian ethos and values of Archbishop Temple Church of England High School.

	Essential	**Desirable**	**Source**
Qualifications and Professional Development			
Qualified Teacher Status	√		A
Good honours degree or equivalent	√		A
A commitment to CPD	√		A, L
NPQSL, or other relevant leadership qualifications		√	A, L
Up to date safeguarding training and knowledge of legislation for the protection of young people	√		A, L
A practising Christian		√	A, L, R
Involvement in parish community		√	A, L, R
A willingness to support and promote the school's distinctive Christian ethos	√		A, L, I
The ability to offer a faith reference		√	A, R
Knowledge, skills and personal qualities			

Leadership of a team such as a Head of Year / Head of curriculum area / Associate Assistant Headteacher	√		A, L, I, R
Experience of leading and implementing whole-school initiatives with demonstrable impact	√		L, I, R
Experience of working in partnership with parents	√		L, I, R
Experience of holding others to account for their performance	√		L, I, R
Ability to demonstrate a good awareness of current national education policy and strategy	√		L, I, R
Ability to analyse data to inform strategic decision-making	√		L, I, R
Strong interpersonal and communication skills	√		L, I, R
Capacity to inspire, motivate, and challenge staff and pupils	√		L, I, R
A clear commitment to safeguarding and promoting the welfare of pupils	√		L, I, R
A willingness to contribute to the wider life of the school and its Christian ethos	√		L, I, R
Candidates should be able demonstrate they have:			
A genuine belief in the value of each child	√		L, I, R
A knowledge of the GCSE and NC requirements of their subject	√		L, I, R
A good knowledge and understanding of current curricular developments	√		L, I, R
The ability to maintain a high standard of teaching and learning	√		L, I, R
The ability to establish firm, fair and effective discipline	√		L, I, R
A willingness to be part of a team	√		L, I, R
High levels of commitment, motivation and initiative	√		L, I, R
Good ICT skills	√		L, I, R
The ability to relate well to all members of the school community	√		L, I, R
Good communication skills	√		L, I, R
High personal standards and high expectations of themselves and others	√		L, I, R
A flexible approach to school life	√		L, I, R
A desire to contribute to a range of extra-curricular activities	√		L, I, R
A willingness to contribute to the exploration and development of additional KS4 courses	√		L, I, R
An excellent health and attendance record	√		L, I, R
Experience of working with governors and/or external partners	√		L, I, R
Prioritise, plan and organise themselves and others	√		L, I, R
Think analytically and creatively and demonstrate initiative in solving problems	√		L, I, R
Demonstrate a capacity for sustained hard work with energy and vigour	√		L, I, R
Be aware of their own strengths and areas for	√		L, I, R

development and listen to, and reflect constructively and act upon as appropriate, feedback from others			

Source	
A	***Application Form***
L	***Letter***
I	***Interview***
R	***References***

Application Closing Date

The closing date for applications is
Monday 4th January 2027 (midday)

Shortlisted candidates will be contacted shortly after this date.

If you have not heard from us by Friday 15th January 2027,
please assume your application has been unsuccessful.

Candidates are welcome and encouraged to visit the school prior to application. If this is what you wish to do, please contact Millie Holden, Headteachers PA, at M.Holden@archbishoptemple.com.

Details of the selection process will be made available to shortlisted candidates once shortlisting has been completed but it will be a two-day interview process held on Week Commencing 25th January 2027.

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.