



ALTRINCHAM GRAMMAR SCHOOL FOR BOYS



APPOINTMENT OF DEPUTY HEAD
(PASTORAL)



Altrincham Grammar School for Boys

Information Pack for Candidates
Deputy Head (Pastoral)

Start Date: 1st September 2024

Marlborough Road, Bowdon, Altrincham, Cheshire,
WA14 2RS Tel: Tel: 0161 928 0858. www.agsb.co.uk

This document is a prospectus designed specifically for you as a candidate, the aim being to summarise the relevant information you require to reach your decision on whether to apply for a position at our School. We hope you find this useful. Please access the School website www.agsb.co.uk for further information.



WELCOME FROM THE HEAD MASTER

I am delighted to welcome you to the recruitment area for Altrincham Grammar School for Boys, one of the top performing boys' schools in the country.

Founded in 1912, the school is rated "Outstanding" by Ofsted and secures some of the best examination results at GCSE and A level in the country. Almost all students progress to university with many attending the best Russell Group Universities including Oxford, Cambridge and many others.

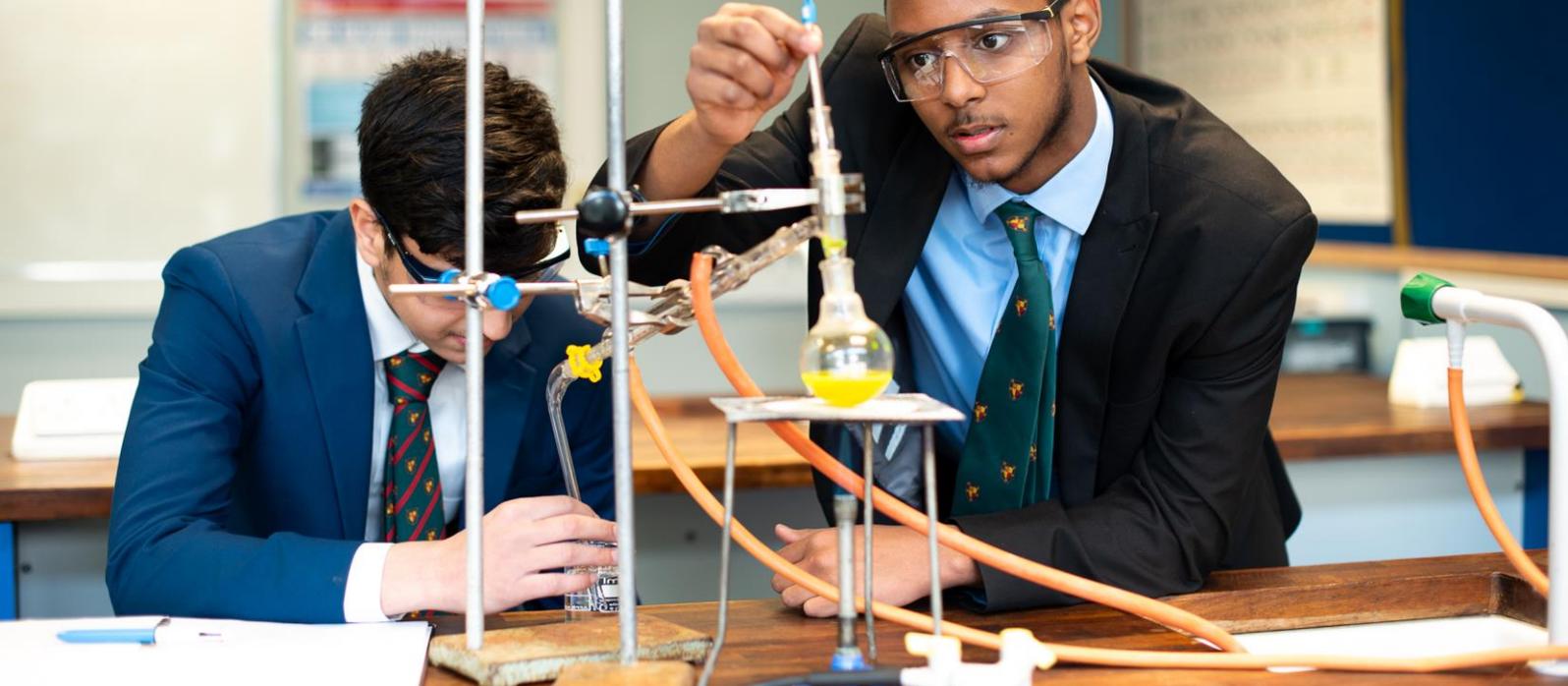
We tailor our curriculum to ensure students are nurtured as well-rounded individuals, excelling in core subjects like Mathematics, English and the Sciences but who are also deeply knowledgeable about the Arts and Humanities.

Knowledge, however, is only one component of success. At this school we aim to equip our students with the range of skills to succeed in a rapidly changing world. All students are offered a wide-ranging programme of extra-curricular activities and enrichment that hone essential character traits such as leadership, resilience, moral purpose, integrity and honesty.

AGSB is a great place to work and I look forward to receiving your application.

Yours sincerely

G.A. Wright
Head Master



THE SCHOOL

Altrincham Grammar School for Boys is a multi-ethnic seven-form entry 11-18 selective Academy School. It caters for boys who have been selected for a grammar school education from a wide area of South Manchester and North Cheshire. Pupils travel to the School from Wilmslow, Knutsford, Lymm, Warrington, Sale, Urmston, Old Trafford and Cheadle Hulme.

The number of boys in the School has been rising steadily in recent years as its popularity has increased. In September 2023, there were 1390 boys in the School of whom 400 are in the Sixth Form. The School is very popular with parents and in the current year received over 1,600 applications for 202 places.

The academic results are outstanding, and they place the School in the top 20 maintained schools in the country. Our GCSE results are strong in respect of 9/8 grades and our 'A' level results in respect of A*/A/B grades. The 2022 Ofsted Report graded the School as 'Outstanding' in all areas.

We have the highest expectations of our students, not only in their academic performance, but in their commitment to extra-curricular activities be it in sport, drama, music, or wider community service.

We are a school that values diversity and individual contribution; supporting and encouraging both students and staff to pursue their interests and achieve their ambitions.

An investment of £4M in improved sports facilities has been completed and all School employees benefit from free use of the facilities.

There are exciting times ahead at AGSB. In September 2020, the School moved from six to seven-form entry. In December 2020, work was completed on a state of the art £2.8 million teaching complex with is located in the heart of the School.



THE LOCATION

Altrincham Grammar School for Boys is situated a mile from Altrincham Town Centre. The surrounding area is a desirable place to live and work. The School prides itself on its excellent relationship with the local community and parents. These are important factors that have contributed to the School's success and enable pupils to reach their full potential both academically and personally.

Ten miles from Manchester city centre and thirty miles from Liverpool and Chester, the area is served by an excellent motorway network and the Manchester Metrolink rail. Manchester International Airport is sited in the east of the School's catchment area, five miles from Altrincham town centre. Wythenshawe Teaching Hospital, a pioneer in advanced surgery, is sited just outside the catchment area to the north. The School has strong connections with Manchester University and Manchester Metropolitan University both through teacher training links and through links with academic departments.

Manchester is a cosmopolitan centre of international commerce, arts, music, theatre, opera, ballet, sports, museums and events. The Bridgewater Hall in Manchester is the home of the Hallé Orchestra, there are numerous venues for major rock concerts, and the city centre theatres regularly host major West End productions. Old Trafford, home of Manchester United Football Club and Lancashire Cricket Club, is within easy reach of Altrincham.



Deputy Head (Pastoral)

Introduction

Following the retirement of the present post holder after 22 years of dedicated service, Altrincham Grammar School for Boys (AGSB) are seeking to appoint an outstanding individual to help lead one of the country's leading academic schools. This is a senior and influential role and the individual appointed will have significant responsibility to lead and develop the pastoral care at AGBS. The Deputy Head (Pastoral) will be one of two Deputy Heads who will work closely with the Head Master and Senior Leadership Team.

The School is renowned for its strong academic tradition and outstanding results, but an AGBS education far exceeds this. At this School we aim to equip our students with the range of skills to succeed in a rapidly changing world. All students are offered a wide-ranging programme of extra-curricular activities and enrichment that hone essential character traits such as leadership, resilience, moral purpose, integrity and honesty.

Job Purpose

As Deputy Head (Pastoral), the post holder's primary mission will be to lead the development and management of pastoral matters within AGBS, with the aim of ensuring a safe and happy environment for all pupils. They will collaborate closely with the Deputy Head (Academic) and four Assistant Heads to effectively oversee all leadership and management duties within the School, in support of the Head Master.

Relationships

The post holder is responsible to the Head Master in all matters, working in partnership with the Head Master and the Senior Leadership Team. The postholder is a member of the Senior Leadership Team, interacting on a professional level with colleagues across all parts of the School and will be expected to establish and maintain productive relationships in order to promote a positive working environment with and for staff.



CANDIDATE PROFILE

AGSB seek an outstanding and imaginative leader who will lead and advance the renowned pastoral care within the School. Experience of leading a team is important. The successful candidate will show a deep commitment to the welfare and wellbeing of the students and seek the best outcomes for them. They will have a keen interest in all areas of school life and will be a visible, energetic and reassuring presence around the School – inspiring confidence in staff. They will be a strong team player and confident in taking responsibility for decisions. They will build rapport quickly with colleagues, be persuasive and display tact, subtlety and empathy in challenging situations.

The Deputy Head (Pastoral) will act as Designated Safeguarding Lead (DSL) and will lead the team of two Deputy DSL's in advising and training others in this important area, empowering staff with the confidence to deliver this individual and nurturing support in a high achieving environment.

All members of SLT are expected to contribute to the rich co-curricular life of the School.

Person Specification

Attributes	Essential	Desirable
Education, Training & Qualifications	<ul style="list-style-type: none"> • Good honours degree. • UK Qualified Teacher Status. • Evidence of recent and relevant professional development. 	Higher degree or NPQH, or commitment to achieve NPQH within two years.
Experience and Knowledge	<ul style="list-style-type: none"> • Significant experience of pastoral work in a school setting. • Leadership and/or responsibility of colleagues within a school environment. • Excellent record keeping skills and attention to detail, in order to produce reports, take minutes of meetings, and document safeguarding concerns. • Proven track record in implementing strategies and interventions to improve behaviour, achievement and standards. • Track record of tackling underperformance of staff. • Experience of implementing and developing school wide systems. • Up to date knowledge of the curriculum and current trends and policy developments. 	<p>Successful leadership within a senior management role.</p> <p>Safeguarding experience at a senior level.</p> <p>School Development and Improvement planning within a secondary school.</p> <p>Knowledge of CPOMS. 7</p>

CANDIDATE PROFILE/PERSON SPECIFICATION

Skills and Abilities	<ul style="list-style-type: none"> • A confident and competent classroom practitioner and role model for others. • Able to inspire, challenge and motivate others. • Strategic planning and thinking. • Ability to lead other colleagues in a shared vision. • Good communication and interpersonal skills. • Good reasoning powers and ability to make balanced judgements in a variety of situations with the ability to make the right decision and tough decisions. • Ability to build positive working relationships with colleagues. • Ability to manage change, conflict and empower others. • Experience of communicating effectively with all elements of a school community, including parents and Governors. • Good ICT skills. • Ability to lead INSET. 	<p>Use of Data including the ability to analyse and form action plans.</p> <p>Collaboration with others within and beyond the School.</p>
Other	<ul style="list-style-type: none"> • High expectations of pupils and their behaviour • Ability to work hard, prioritise deadlines and maintain good humour. • Willingness to engage fully with continuing professional development. • Demonstrable commitment to equal opportunities. • Commitment to safeguarding and promoting the welfare of pupils. • Commitment to the School ethos and selective education in general. • Ability and willingness to contribute to the wider life of the School. • Energy and dynamism and a drive to make things better. • A strong sense of professionalism, commitment to upholding standards and setting an appropriate example. • Authentic commitment to the AGSB values of: <i>Love of Learning, Respect, Responsibility and Resilience.</i> 	<p>Successful teaching experience in more than one secondary school.</p>

RESPONSIBILITIES

Specific Responsibilities

The postholder will be responsible for leading the Pastoral System at AGSB. They will be responsible for leading a large team of pastoral staff and is accountable for the quality of pastoral provision and support that is offered to the students. They will be responsible for the Behaviour Policy and Rewards and Sanctions system across the School. Finally, they will be accountable for the management of risk – through multi-agency working, safeguarding and support for vulnerable students and those with special educational needs.

The Pastoral System

The postholder will:

- Take responsibility for the overall co-ordination of the Pastoral welfare of all pupils.
- Take a lead on complex/demanding pastoral and disciplinary cases where necessary, including attending multi-agency meetings where required.
- Liaise with parents over more serious pastoral issues.
- Oversee the work of and act as a line manager to Heads of Year 7-11 while also working closely with the Head of 6th form and the Heads of Year 12 & 13.
- Take responsibility for pupil disciplinary procedures and monitoring throughout the School.
- Chair regular Heads of Year meetings.
- Assign Tutors to all year groups in preparation for each academic year.
- Liaise with the Assistant Head (Teaching & Learning) regarding the induction of new staff into the School's pastoral systems.
- Identify pastoral CPD needs in conjunction with the Deputy Head (Academic) and the Assistant Head (Teaching & Learning).
- Ensure, via liaison with the Assistant Head (Teaching & Learning) that pastoral matters are effectively covered in Whole School INSET days.
- Work with the Pastoral Data Manager to ensure all pastoral data and CPOMS is well organised and up to date.
- Take responsibility for the Child Protection & Safeguarding, Behaviour Policy and ICT Acceptable Use Policies, as well as any other policies with a pastoral theme.
- Oversee the programme of external speakers for pastoral matters, liaising with SLT colleagues to ensure good coverage of all areas and year groups.
- Attend the Welfare and Safeguarding Governors Committee and work closely with the Designated Safeguarding Governor.
- Lead on all safeguarding communication with Parents and Carers.
- Oversee and plan the Diversity and Inclusion strategy at AGSB.
- Maintain oversight of all pastoral data and ensure that interventions are applied accordingly.
- Take responsibility for the arrangement of training and management of Mental Health Champions, Well-being Ambassadors, Anti-bullying Ambassadors.

GENERAL RESPONSIBILITIES

General Responsibilities - Administrative and Other

- Teach within their specialist subject area and/or such other subject areas as may reasonably be required (c.15 hours per fortnight).
- Carry out 'Front of House' duties on major School occasions as directed by the Head Master as well as involvement in the planning of such events.
- Where required act in place of the Head Master in his absence.
- Assist the Head Master and SLT in producing the annual School Development Plan and Self Evaluation Form (SEF).
- Oversee staff adherence to the School's Code of Conduct.
- Deliver Whole School Assemblies each term.
- Oversee punctuality and standards of uniform for all students.
- Oversee all student led charitable activities across the School.
- Lead on whole school attendance related issues and oversee the work of the Attendance Officer.
- Assist with Prizegiving organisation, including leading the rehearsal.
- Attend Senior Leadership Team meetings and other Leadership Team meetings as appropriate.
- Attend Full Governing Board meetings when required.
- Take part in the appointments process for school staff as directed by the Head Master.
- Review the performance of members of staff in line with the School's Professional Review and Development system.
- Working with the Deputy Head (Academic) oversee the strategy for Staff Wellbeing/Workload.
- Act as the Senior Leadership Team (SLT) 'Link' for three/four academic departments.
- Take responsibility for personal CPD.

Student Leadership

Liaise regularly with all student voice groups:

- Anti-racism Ambassadors
- LBBTQ+ Society
- 6th Form Mental Health Champions
- Well-being Ambassadors
- Anti-bullying Ambassadors.

Liaise regularly with the AGSB student led religious societies.

APPLICATIONS

DEPUTY HEAD (PASTORAL)

One of the leading Boys' Grammar Schools requires an outstanding and imaginative Deputy Head (Pastoral) who will lead and advance the renowned pastoral care within the School.

Salary/Grade: L19-L23 (£73,509 - £81,070)

Applicants are requested to submit a completed Application Form via the TES website which should **include a separate formal letter of application** addressed to the Head Master.

Closing date for applications is 8.30am on Friday, 27th October 2023.

1st round of interviews will take place on: Thursday 9th November 2023

2nd round of interviews will take place on: Thursday 16th November 2023

Further background information is available on our website – <https://www.agsb.co.uk/>.

Shortlisted candidates will be contacted with details of the interview process. If you have not heard from us within two weeks of the closing date, please assume your application has been unsuccessful.

If you would like an informal conversation with the Head Master, Mr G Wright, please contact the Head Master's PA, Mrs Brickell, by email to mbrickell@agsb.co.uk.

Safer Recruitment

Altrincham Grammar School for Boys is committed to safeguarding and promoting the welfare of children. Applicants must be willing to go through child protection screening appropriate to the post including checks with past employers and the Disclosure and Barring Service. Shortlisted applicants will be the subject of a social media search.

Equal Opportunities

We are an equal opportunity employer. We are also a multi-ethnic school and we welcome applications from ethnic minority candidates who are under-represented in our staff population compared to our pupil population.

Head Master: Mr G.A Wright MA (Hons) FRSA. Altrincham Grammar School for Boys, Marlborough Road, Bowdon, Altrincham, Cheshire, WA14 2RS.