



**The  
St Lawrence  
Academy**  
Treasuring Everyone  
Transforming Community

# **Assistant Headteacher : Improving Personal Development**



A Partner School of  
**St Lawrence  
Academies Trust**  
Stronger Together





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**The  
St Lawrence  
Academy**

The St Lawrence Academy is a thriving Church Academy that has successfully served its local community since opening in 2008 and provides children with fantastic opportunities for personal and spiritual growth. We are part of St Lawrence Academies Trust which is a new church based Multi-Academy Trust wanting to serve the young people and communities that our schools are set in. It is a mixed multi academy Trust with church and community schools from both the primary to the secondary phase.. Directors of St Lawrence Academies Trust and the Diocese of Lincoln are looking for an inspirational and talented person; one who can lead the academy towards achieving academic excellence for our students and enable them to fully flourish.

The St Lawrence is an-oversubscribed academy for 11-16 year old students of all abilities. Our PAN now stands at 165 per year.

We serve a diverse community in Scunthorpe, North Lincolnshire. We are an inclusive Academy striving to meet the needs of all our learners in our caring environment. Students from all backgrounds and faiths, regardless of ability, are welcome. We are sponsored by the Diocese of Lincoln and have a strong Christian ethos.

**We are looking for an ambitious and highly motivated individual to take on the role of:-**

**Assistant Headteacher :  
Improving Personal Development  
L8 - L12  
Required for September 2025**

As an Academy, we are looking to appoint an Assistant Headteacher responsible for Personal Development. This is an exciting opportunity for the right candidate to lead a key area of a vibrant academy with a dedicated and passionate team of staff. This post would ideally suit either an experienced teacher or aspirational assistant headteacher / leader who can inspire and develop staff and students and create an environment where the whole academy community can thrive and flourish.

**We are looking for a person who:**

- Is a champion for all students and an advocate for an inclusive and values driven education
- Recognises that attainment and progress are valuable ingredients in a holistic education that nurtures young people, develops their character and prepares them for the next steps in life
- Has experience, or a good understanding of working in a diverse and challenging community
- Can inspire, lead change and ensure that outcomes are met through robust quality assurance
- Will promote and sustain our Christian principles and understands the significance of church school values in the education of young people

- A passion for improving behaviour and helping children overcome barriers to learning
- Knowledge of systems and strategies that improve attendance

### **We can offer**

- An inclusive, vibrant and inspirational environment with talented and fully committed staff
- Superb resources and facilities with secure, strong and stable finances
- Supportive and engaged leadership team, with a track record of developing staff to middle and senior leadership
- An outstanding community of staff and local governing board who work as a strong team to best support our students.
- A broad 3 year Key Stage 3 curriculum and 2 year Key Stage 4 curriculum with a philosophy of valuing all subjects
- A bespoke programme of induction and professional development personalised to help develop individual staff\*
- A culture that prioritises students, their personal development and wellbeing, above everything else
- High standards and expectations of academic success and care, support and personal development of our students
- Access to a laptop and to documents from home via Google documents and web based database

### **This post would suit:**

- An experienced Teacher
- An aspirational Assistant Headteacher / Leader who can inspire and develop staff and students

For further details about The St Lawrence Academy and St Lawrence Academies Trust and an application pack please see our website at [www.tsla.co.uk](http://www.tsla.co.uk)

The academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The successful candidate will be subject to enhanced DBS checks and satisfactory references, including your suitability to work with students. Applications will only be considered from individual applicants on our standard application form, and not via CV alone or agencies.

Visits to the academy are encouraged. For an informal discussion about the role or to arrange a visit, please contact the Headteacher Michael McCluskie on 01724 842447 or email to [mmccluskie@tsla.co.uk](mailto:mmccluskie@tsla.co.uk)

To apply please submit your completed application form, together with your formal letter of application to Lorna Johnson, PA to the Headteacher and SLT, to [ljohnson@tsla.co.uk](mailto:ljohnson@tsla.co.uk)

# Transforming Lives

GENEROSITY RESPECT JUSTICE FORGIVENESS TRUTH



# Welcome to ST LAWRENCE ACADEMIES TRUST

*Mike Adnitt, CEO St Lawrence Academies Trust*

Thank you for your interest in working at The St Lawrence Academy, which is a valued partner school within St Lawrence Academies Trust.

We believe that, like our schools, staff will be stronger by working together. Strong staff, with the "skill and the will" to put children first, make the biggest impact on the education and life chances of our students.

Our aim is to create a Trust and a family of schools that is new, exciting and different! One where leaders have the freedom and flexibility to be creative with their curriculum. One where staff are encouraged to be innovative and personalise the delivery of the curriculum, so it best meets the needs of children.

We want our children to become the leaders of the future. So, the personal, moral, cultural and spiritual development of our community is key to achieving success for our children and staff. By working together we draw strength for today and give bright hope for tomorrow for our families and our communities.

*"Strength for today, bright hope for tomorrow" (Great is Thy Faithfulness, hymn)*

We are a Church of England Multi Academy Trust, based in the Diocese of Lincoln. Our Trust embraces children and staff from both church schools and non-church schools, across both the primary and secondary age range.

It is a privilege to work as CEO of St Lawrence Academies Trust. Our aim is to nurture our pupils and allow them to flourish by helping them to find the things they enjoy and are good at. Christian values and the exploration and understanding of the Christian faith underpins our work.

Hopefully you are committed to working in our Trust, as you are one of the keys that will help to unlock the potential that lies within all our children.

 <p><b>St Lawrence Academies Trust</b> Stronger Together</p> <p><i>We pride ourselves on celebrating the uniqueness of each of our partner schools.</i></p>  <p><i>Schools are stronger when working together. Collaboration is at the heart of our offer.</i></p>	<p>Help to shape the future direction of the Trust.</p> <p>Be part of something new, exciting and different!</p> <p>Freedom to develop a curriculum that meets the needs of your children.</p> <p>Receive excellent Trust support for finance, budgeting and facilities services.</p> <p>Have opportunities to collaborate.</p> <p>Benefit from having school leaders freed up to focus on the education of pupils.</p> <p>Be supported by a Trust central team of experienced school leaders.</p>	<p>Community Integrity</p>  <p>Aspiration Hope</p> <p>Please contact our CEO, Mike Adnitt</p> <p><a href="http://www.slatrust.co.uk">www.slatrust.co.uk</a></p> <p>01724 747310</p> <p>Strength for Today, Bright Hope for Tomorrow</p>
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**The  
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## **Welcome Letter from the Headteacher**

Welcome to The St Lawrence Academy

Firstly many thanks for your interest in us as an educational institution and for considering us at this stage in your career. The fact that you are looking at what we are about and what we can offer is both humbling and also important to us all here at the Academy.

It is an incredibly exciting time to be joining The St Lawrence Academy. Our academy has placed the quality of education at the heart of all that we do since we opened our doors back in 2008. Whilst our outcomes continue to be strong, we focus on the holistic development and education of our students and are proud of their successes.

Our mission statement of "transformation for all" transcends to our students but also our wider body of staff as we seek to develop and guide people through our programmes of education, curriculum delivery but also through prioritising our staff development with a bespoke CPD session with additional time allocated for staff development on a Friday afternoon, where students finish early.

Our core values underpin our intent of creating an enriching and aspirational curriculum so that our young people can become successful learners, confident, well rounded individuals and also responsible citizens. Our building and facilities are something we continue to be very proud of with a significant amount of care and attention placed in ensuring our future plans and budgetary commitments match our ambition and intent.

The importance we place on our systems, digital platforms, technologies and staff access plus training continues to be a high priority to ensure that staff are fully resourced and comfortable but also that our students have the best access to learning resources that support, extend and challenge their learning journeys and outcomes.

We are more than happy to facilitate visits to the Academy and encourage you to come and see what The St Lawrence Academy is all about.

I look forward to hearing from you.

Michael McCluskie  
Headteacher



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## Welcome Letter from the Head Prefects

Moving into year 11 at The St Lawrence Academy, I am fully convinced that this is a place where both staff and students thrive. I trust that any new staff member will thoroughly enjoy being a part of our academy ethos, fostering academic excellence and personal growth, all within a supportive environment. The rich contents of our academy's culture is formed with not only our fundamental core values of **generosity, respect, justice, forgiveness and truth**, but also our diversity and the academy's undeniable commitment to nurturing the potential of every individual within its walls. For both new and experienced teachers, there are countless opportunities for professional development and staff collaboration, making our academy an enriching place to work. From a teacher's point of view, teaching and supporting the education of young people must be extremely fulfilling and rewarding.

Ruby Pollard:

I believe that as a student of The St Lawrence Academy the academy provides all students with the opportunity to thrive in life. There are so many opportunities for students to take to develop so many skills for the bright future. The academy is a place where so many students can succeed with the support from all staff in educational and personal matters. My time here has developed me as a person, this is a place where maturity is fostered within all students. I enjoy fulfilling my leadership roles such as Deputy Head Prefect and many more due to the amount of areas for achievement. I hope to go on to study law in my future and the academy has prepared me for this. The options provided by the school encourage many different career paths in which all students can succeed in life.

Anoushay Shahzad



GREAT



**Post: Assistant Headteacher : Improving Personal Development**

**Payscale: Leadership Spine (L8-12)**

**Line Manager: Headteacher**

### **Key Responsibilities**

#### **Role Summary Assistant Headteacher for Improving Personal Development:**

- Lead the development of the academy's Personal Development programme including the PSHCE programme.
- Lead and co-ordinate the academy's careers education programme.
- Liaise with post-16 providers and manage the transition to Key Stage 5 for Year 11 students.
- Lead and develop the academy's collective worship programme to ensure our church school ethos and values are embedded.
- Promote the academy's extra-curricular programme and maximise opportunities for students to participate in a range of cultural and sporting events, including trips abroad.
- Line manage the teams of Heads of Year and House Leaders.
- Design the academy's assembly programme taking into account the personal development of students so that they can positively contribute to the local community.
- Strategic leadership of the academy's work experience programme.
- Lead on all aspects of student voice and student leadership groups.
- Work collaboratively with Deputy Headteacher: Improving Engagement and Safety to improve attendance and behaviour as required.
- To lead on all aspects of PiXL EDGE.
- Produce regular value for money assessment on PiXL EDGE to the Headteacher and the Director of Finance and Resources.





### **The St Lawrence Academy Senior Leadership Team (SLT)**

#### **Qualities and Behaviours**

- Articulating the values and a vision of Church Academy education for students and staff; working effectively with governors to develop and promote this vision within a church academy context; demonstrating personal authenticity with respect to these aspects of leadership and being a role model for students, staff and governors.
- Having a holistic view of the world and embracing cultural diversity and welcome staff, students, carers, parents, governors and community members of all faiths and of no faith.
- Being socially adaptable in a variety of contexts and placing a high priority on being the respected public face of the academy.
- Endeavouring to build positive relationships with official visitors, parents, carers and members of the community.
- Having a passion for learning and for leadership in a Church Academy context and leading with spiritual, moral and emotional intelligence and a sense of vocation.
- Inspiring and developing trust and confidence in and across the leadership of the academy at all levels.
- Expressing with conviction and clarity the academy educational aims, values and purposes for the future success of the academy; ensuring that all members of the academy are provided with opportunities to achieve their potential by releasing their inherent capacity to improve and achieve their best; working hard to close the academic achievement gap.
- Mediating the thinking and practice of staff and pupils so that they understand the nature of transformational change and the raising of standards in a Church Academy context; ensuring a shared understanding of important words and phrases such as 'learning', 'inclusion', 'moral purpose', 'servant leadership' and being reflective as a leader.
- Constantly seeking to take the learning of students and staff to deeper levels; focusing on the equal importance of physical, moral, emotional and spiritual development; ensuring that religious education is given a high priority for all pupils, both within discrete RE and the broader curriculum.
- Valuing creativity and innovation; understanding change and the complexities involved in leading the organisation; being a good listener, open-minded and flexible.
- Possessing the leadership and management skills and the personal qualities to build strong relationships with all stakeholders, particularly students, parents/carers, staff and governors.
- Securing through the leadership, management and organisation of the academy a successful focus on both strategic planning and operational effectiveness; both capacity-building and the short-term raising of standards; both teamwork and individual effort; both the celebration of what has already been achieved and the constant pursuit of further improvement.



- Celebrating the progress and successes of students and staff regularly; ensuring that thanksgiving, worship, reflection and prayer are core activities in the school.
- Working with determination, resilience and conviction to achieve long term goals; showing self-awareness and humility while working with the courage to make difficult decisions for the good of others

### **Expectations and Standards.**

- Personal commitment to a Church Academy way of life; being a role model for nurturing the distinctiveness of spirituality in the academy and its unique ethos.
- Demonstrating moral characteristics; working in ways that show trustworthiness, empathy, dignity, respect, generosity, compassion, justice, forgiveness and reconciliation.
- Courage, initiative and the ability to think and act independently; facing challenges including poor performance and to take difficult decisions.
- Self-awareness, authenticity and integrity; generate trust among all people and in all aspects of leadership.
- Excellent cognitive and analytical skills combined with high levels of emotional and spiritual intelligence; having good judgement particularly in complex and uncertain situations.
- Humility that recognises that leaders cannot do it all themselves and sometimes get things wrong; a lifelong learner in matters of faith and work.
- Resilience, patience and tenacity for sustained organisational and cultural change and to manage conflict and vulnerability successfully; holding fast to the truth and values.
- Energy, stamina and optimism that maintain a positive outlook even in the most demanding situations.
- Inspiring to others; motivating them to do not just what is expected, but to go above and beyond the expected in order to positively influence and benefit the whole academy community..

### **Duties and Responsibilities Shaping the Future**

Along with the Senior Leadership Team, the Assistant Headteacher will work to create a shared vision and strategic plan which inspires and motivates students along with other members of the academy community

The Assistant Headteacher will:

- Ensure the vision for the academy is clearly articulated, shared, understood and acted upon effectively by all.
- Work with the academy to translate the vision into agreed objectives and operational action and development plans which will promote and sustain the academy's improvement.



- Demonstrate vision and values in everyday work and practice.
- Motivate and work with others to create a positive climate.
- Ensure creativity, innovation and the use of appropriate new technologies to achieve excellence.
- Ensure that strategic planning and the academy's culture and curriculum take account of the diversity, values and experiences of the academy and community at large.

### **Managing the Organisation**

The Assistant Headteacher will provide effective management of the academy and seek continuously to improve organisational structures based on self-evaluation

The Assistant Headteacher will:

- Take responsibility for safeguarding and promoting the welfare of students, including implementation of relevant policies.
- Create organisational structures which reflect the academy's values, and enable the management systems, structures and processes to work effectively in line with legal requirements.
- Produce and implement clear, evidence-based improvement plans and policies for the development of the academy and its facilities.
- Manage the academy's financial and human resources effectively and efficiently to achieve the academy's educational goals and priorities.
- Recruit, retain and deploy staff appropriately, in compliance with the academy's Safeguarding Policy and guidance on Safer Recruitment (Safer Recruitment training to be completed).
- Motivate, challenge and support colleagues in the performance of their duties through the appropriate monitoring and evaluation systems.
- Encourage team working and contributions from all levels.
- Manage and organise the academy's environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations.
- Ensure that the range, quality and use of all available resources are monitored, evaluated and reviewed to improve the quality of education for all students and provide value for money.
- Ensure the academy makes maximum use of technologies to effectively and efficiently manage and develop the academy.

### **Developing Self and Working with Others**

Effective communication and relationships are key to effective leadership. The Assistant Headteacher needs to build a professional positive relationship with the learning community which enables others to achieve.



The Assistant Headteacher will:

- Treat people fairly, equitably and with dignity and respect to create and maintain a positive academy culture.
- Build a collaborative positive learning culture within the academy and actively engage with other education establishments to build effective communities.
- Develop and maintain effective strategies and procedures for professional development and performance management.
- Ensure effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities
- Acknowledge the responsibilities and celebrate the achievements of individuals and teams.
- Develop and maintain a culture of high expectations for self and for others.
- Regularly review own practice and achievements, set personal targets and take responsibility for own personal development. Take account of feedback from others.
- Manage own workload and that of others to allow an appropriate work/life balance.

### **Securing Accountability**

With our core values at the heart of our leadership, the Assistant Headteacher has a responsibility to the academy and is accountable to a range of groups, particularly students, parents/carers, SLT and governors

The Assistant Headteacher will:

- Fulfil commitments arising from contractual accountability to the governors.
- Develop an ethos which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes.
- Ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation.
- Work with the governors (providing information, objective advice and support) to enable it to meet its responsibilities for securing effective learning and teaching and improve standards of attainment and for achieving efficiency and value for money.
- Develop and present a coherent, understandable and accurate account of the academy's performance to a range of audiences including governors, parents and carers.

### **Generic Responsibilities**

- Ensuring implementation of the academy's policies and procedures





Enactment of Health and Safety requirements and initiatives and appropriate

- At all times operating within the academy's Equal Opportunities framework
- Commitment and contribution to improving standards for students as appropriate
- Contributing to the maintenance of a caring and stimulating environment for students

### Notes:

1. The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment.
2. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed. In allocating time to the performance of duties and responsibilities the post holder must use time in accordance with the Academy's needs as identified by the Headteacher/Line Manager.
3. This job description is not necessarily a comprehensive definition of the post. It will be revised at least once each year, but it may be subject to modification or amendment at any time after consultation with the holder of the post.
4. Job descriptions will be reviewed annually.

Updated by Michael McCluskie March 2025





## Person Specification – Assistant Headteacher

	Essential	Desirable	How assessed*
<b>QUALIFICATIONS</b>			
DfE recognised qualified teacher status	√		AF/Cert
Evidence of recent relevant continuing Professional Development	√		AF/Cert
Relevant postgraduate qualification	√		AF/Cert
<b>KNOWLEDGE, UNDERSTANDING AND EXPERIENCE (UP TO DATE/CURRENT)</b>			
A proven track record of successful leadership within a school/academy or within a department	√		AF/IV
Successful experience of raising attainment and achievement	√		AF/IV
Working productively with external partners and the local community		√	AF/IV
Successful teaching of students in the secondary phase		√	AF/IV
Knowledge and understanding of current issues and best practice including: <ul style="list-style-type: none"> <li>• A clear educational vision</li> <li>• Comparative data and performance</li> <li>• Principles of effective teaching and assessment for learning</li> <li>• Strategies for fostering academy improvement</li> <li>• Safeguarding children and young people</li> </ul>	√		AF/IV
<b>PERSONAL AND PROFESSIONAL QUALITIES</b>			
Strong personal motivation and drive	√		AF/IV
A positive approach to all aspects of academy life	√		AF/IV
Good communication skills	√		AF/IV
Commitment to staff's and own personal and professional development	√		AF/IV
Commitment to broad based curriculum that engenders positive attitudes to lifelong learning and promotes personal, social, academic, physical, cultural and spiritual development	√		AF/IV
High order analytical and problem solving skills and the ability to make informed judgements	√		AF/IV

\* Key to how skills are assessed:

AF = Skill assessed via Application Form

IV = Skill assessed via interview

AT = Skill assessed via desk exercise

Cert = Certificate checked at interview



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## **Living in North Lincolnshire**



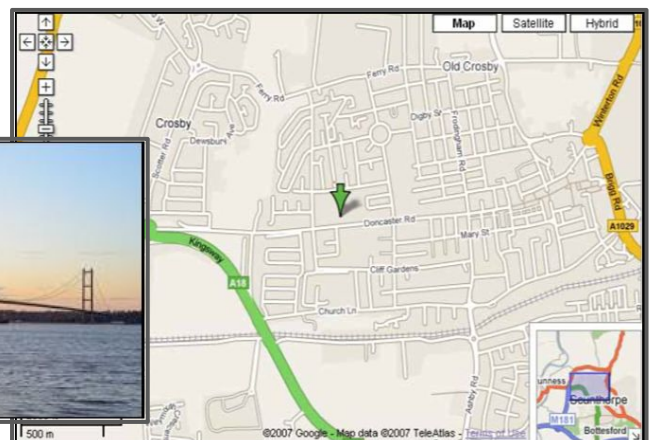
Predominantly a rural area, North Lincolnshire is made up of a series of thriving historic markets towns surrounded by many small villages, hamlets and breath-taking countryside. In its centre is the bustling urban heart of Scunthorpe; this industrial garden town provides North Lincolnshire with its main focus for education, retail and industry. Homes in North Lincolnshire have remained affordable despite a staggering national rise.

The town centre offers independent retailers and a general market as well as a multi-screen cinema, visual arts centre, an adjacent bus station and ample car parking. There are also shopping centres around the outskirts of the town.

### **Location for The St Lawrence Academy Doncaster Road Scunthorpe DN15 7DF**

☎ 01724 842447 ✉ [enquiries@tsla.co.uk](mailto:enquiries@tsla.co.uk) 🏠 [www.tsla.co.uk](http://www.tsla.co.uk)  
🐦 @TSLA\_info 📘 @TheStLawrenceAcademy2008

With excellent and uncongested motorways, you can reach North Lincolnshire quickly and easily. The M180 connects directly to the M18, which offers onward links to the M62, A1 and M1. The Humber Bridge is easily accessible, 17 miles away from Scunthorpe. There is many areas of affordable and appealing housing in the area.





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## **How to Apply**

### **Applying**

If you decide to apply for this post please download an application pack along with the Application Form from our website [www.tsla.co.uk](http://www.tsla.co.uk)

We expect a formal letter of application (supporting statement), along with the Application Form, and it should be no longer than 2 sides of A4 and should address the selection criteria detailed in the Person Specification and job description.

Please return your completed application by the closing date detailed on the advert to Lorna Johnson [ljohnson@tsla.co.uk](mailto:ljohnson@tsla.co.uk)

### **Visits to the academy:**

Visits to the academy are encouraged and candidates who would like a professional conversation about the role or to arrange a visit please contact Lorna Johnson, PA to the Headteacher and SLT on 01724 842447 or email to [enquiries@tsla.co.uk](mailto:enquiries@tsla.co.uk)

### **Job Description**

This tells you the main responsibilities of the post and explains what we are looking for. It tells you about the personal and professional qualities you need for this post.

### **Person Specification**

This specification sets out which criteria will be used to shortlist candidates for interview.

***"The St Lawrence Academies Trust is dedicated to best supporting children, staff and local communities. Our philosophy is that our partner schools will be stronger together. Please visit the trust website [www.slustrust.co.uk](http://www.slustrust.co.uk) to find out more about the vision and ethos of The St Lawrence Academies Trust"***



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Stronger Together





# The St Lawrence Academy

A Transformational  
Learning Experience

☎ 01724 842447 ✉ [enquiries@tsla.co.uk](mailto:enquiries@tsla.co.uk) 🏠 [www.tsla.co.uk](http://www.tsla.co.uk)

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St Lawrence Academies Trust



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Treasuring  
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GENEROSITY RESPECT JUSTICE FORGIVENESS TRUTH





# The St Lawrence Academy

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Transforming Community



Treasuring **Everyone,**  
Transforming **Community**

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