Advertisement for the position of Assistant Head (DSL) and KS2/3 Teacher.

**Wribbenhall School  
21 Crundalls Lane  
Wribbenhall**

**Bewdley  
Worcestershire  
DY12 1JL  
Tel: 01299 405383  
E-mail:** [**ewells@wribbenhallschool.co.uk**](mailto:ewells@wribbenhallschool.co.uk)

**Post Title: Assistant Head (DSL) and Teacher.**

**Expected start date 1st September 2023 (or as soon as possible thereafter).**

**Pay: £45,000 per annum**

**Fulltime and Permanent**

Wribbenhall School is a small independent specialist school with four pupils. We have a calm, nurturing and enabling environment for SEN children who are too anxious to attend Mainstream Schools. Pupils staff and parents describe us as ‘the best school in the world.’

This position is ideal for a teacher with experience of working in a SEN environment and is ready to step up from middle to senior management. **Applicants will only be considered if they have visited the school.** Visits are to be arranged in August during the summer holiday. Please contact the school on 01299 405383 or ewells@wribbenhallschool.co.uk

**Working Year**

Approximately 36 weeks term time.

**The Three Main Purposes of the Post**

**Assistant Head**

* To be a full and active member in the School Leadership Team and its meetings
* To assist in the formulation, discussion and implementation of the School Improvement Plan
* To assist the Proprietor in identifying staff needs and other issues that require attention
* To take part in the appointment of staff
* To share in the appraisal of staff with other members of the School Leadership Team
* To be aware of teacher’s and LSA’s teaching, and support them where required
* To ensure completion of the data entry process to inform pupil assessment and maintain the individual pupil’s attainment framework.
* To develop and implement health and safety policies;
* To work with the proprietor/headteacher to ensure that each individual and the overarching curricula are fit for purpose, enable children to make maximum progress, are consistent across the school and are reviewed on a regular basis.
* To host and organise whole school events such as charity sales events, open days and parents afternoons and responding to the views, needs and requests of children, staff, parents, governors and visitors.
* Ensure that there is a very safe, secure, effective, and pleasing environment for all users. With the Proprietor/Headteacher, be aware of Health and Safety regulations, carry out regular risk assessments and always keep the school’s Health and Safety policy current, under review and accessible to and used by all staff.

**Designated Safeguarding Lead**

**Role Purpose:**

* To take lead responsibility for safeguarding and child protection (including online safety).
* To provide advice and support to other staff on child welfare and child protection matters.
* To take part in strategy discussions and inter-agency meetings, and/or to support other staff to do so, and to contribute to the assessment of children.

**Teacher**

* To make the education of pupils their first concern, be accountable for achieving the highest possible standards in work and conduct.
* To act with honesty and integrity; have strong subject knowledge, keep their knowledge and skills as teachers up-to-date and are self-critical; forge positive professional relationships; and work with parents in the best interests of their pupils.

**To Apply**

Application forms and further details are available from the school website or please telephone the school and leave your name and address. We will post documents out to you. Sorry but CV’s will not be accepted. All completed application forms should be posted to the school or emailed to Ellis Wells on [**ewells@wribbenhallschool.co.uk**](mailto:ewells@wribbenhallschool.co.uk)

The school takes its safeguarding responsibilities very seriously and the appointment will be subject to Safer Recruitment practices, an enhanced DBS clearance check and medical declaration for the successful applicant. We are committed to equality and diversity and welcome applications from any sector of the community. Please be aware that we may search for you on the internet as part of our application process.

**Closing Date:    Friday 11th August 2023**

**Interview Date:   Friday 18th August 2023**