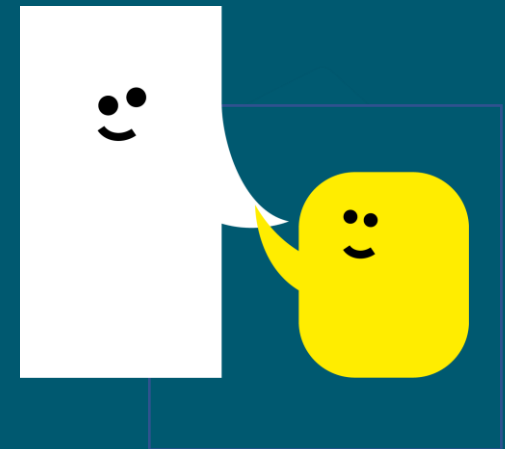


Deputy Principal

Recruitment Pack



A Speech and
Language UK school



About Meath

A nurturing community with communication at its heart

Who we are Meath is a school that helps children aged four to 11 with complex speech and language challenges to build the foundations they need to thrive. We have been rated Ofsted 'Outstanding' since 2007.

What we do We work hard to prepare children for the next stage of their education and give them the tools they need to independently access the learning and education that will allow them greater life choices and experiences. Our collaborative and immersive environment encourages children to be effective communicators and to learn various ways to have their voice heard. To do this, we work as a multi-disciplinary team to ensure the very best expertise is shared and taught, through evidence-based approaches.

Our mission Through a combination of specialised education, therapy and care, we aim to create a community of happy, independent, and confident communicators. Meath achieves this by supporting children with complex speech and language challenges to talk, learn and grow:

- Enabling each child to talk, understand and connect with the world through a combination of methods.
- Integrating specialist teaching, therapy and care to help children learn.
- Creating a nurturing environment where children can develop social skills, friendships and learning approaches – and grow up safe and happy



About Speech and Language UK



Meath is part of Speech and Language UK, a children's charity that wants every child to face the future with confidence. For 1.9 million children in the UK, learning to talk and understand words feels like an impossible hurdle. So, we give children and young people the skills they need so they are not left behind, waiting to be understood.

We design innovative tools and training for thousands of nursery assistants and teachers to use in their classrooms. We give families the confidence and skills to help their children. And we put pressure on politicians to prioritise help for speech and language challenges.

For more information about [Speech and Language UK](#), its work and values go to or follow-us on Twitter @SpeechAndLangUK



Principal's Welcome

It is with great pleasure that I invite you to share the Meath experience.

We are a school that is dedicated to ensuring every child learns to communicate, gets a positive learning experience and feels a sense of belonging and security to be themselves. Whatever speech and language challenges a child may have, we find a way for them to flourish by overcoming their barriers to learning. Thanks to the hard work and dedication of our amazing staff, we are delighted to have been rated Ofsted 'Outstanding' since 2007.

At Meath, we take great pride in the work we do and the progress we see individual children making. We believe in opening doors and supporting children to be strong, independent communicators and learners.

For each child, we offer a way to ensure they are heard and are able to express their valued voice and opinions, by whatever means.

Above all, we want every child **to talk, learn and grow**. That means giving them all the support they need to talk and communicate, through any means possible, to learn, and to grow as independent people.

Majella Delaney
Principal



The Role

Thank you for showing interest in joining us as a Deputy Principal. You will work with the Principal, School Advisory Board and members of the Senior Leadership Group (SLG) to adhere to our shared vision for the school and to the strategic plan to meet the needs of pupils with complex Speech, language and communication needs and high functioning autism.

The Deputy Principal will promote the shared ethos that inspires, motivates and challenges all members of the school community, pupils and staff alike, to maximise their potential.

In close collaboration with the Principal, the Deputy Principal will:

- Ensure the vision for the school is clearly articulated, shared, understood and acted upon effectively by all.
- Lead the Education team to translate the vision into agreed objectives and operational plans to promote and sustain school improvement.
- Demonstrate Vision and Values in everyday work and practice.
- Motivate and work with others to embed a shared culture and positive climate.
- Ensure creativity, innovation and the use of appropriate new technologies to achieve excellence.
- Ensure that strategic planning and the school culture and curriculum take account of the diversity, values and experience of the school and community.
- Provide a high-quality professional leadership which secures the success of the school to ensure all pupils fulfil their potential and are safe and happy at school.
- To make a significant contribution to the school and Speech and Language UK's wider strategic vision.



What we offer

Meath, a Speech and Language UK School is a fantastic place to work, with benefits including;

- Annual salary reviews
- Employee assistance programme providing a confidential helpline
- Supportive and paid sick leave, if needed
- 1 wellbeing day to be taken during term time each year
- A team of Mental Health First Aiders in school
- A supportive culture that aims to promote positive mental health and wellbeing of staff
- Life events celebrated
- Staff appreciation gestures throughout the year
- A friendly, passionate and enthusiastic team dedicated to getting the best outcomes for our young people
- Free optional flu jab in the Winter
- Contributory pension scheme
- Life assurance cover
- Enhanced maternity and paternity leave
- Free eye test
- Interest-free annual season ticket loan and bike loan
- Plenty of onsite parking
- Discounted staff lunches
- Access to hundreds of exclusive perks, discounts and wellness resources through Perkbox
- A comprehensive induction programme so you can hit the ground running
- Continued professional development and training opportunities, and regular professional support





Job Description

JOB TITLE: Deputy Principal
GRADE: Leadership group pay scale 11-15
LOCATION: Meath School
RESPONSIBLE TO: Principal
RESPONSIBLE FOR: Teachers, Teaching Assistant team

JOB SUMMARY

This job description incorporates the professional duties of a teacher as set out in the Teacher's standards. The purpose of the job is to manage and ensure the effective delivery for all educational programmes for students placed at Meath, in line with all statutory requirements and Speech and Language UK policies and procedures.

The Deputy Principal will work with the Principal, School Advisory Board and members of the Senior Leadership Group (SLG) to adhere to our shared vision for the school and to the strategic plan to meet the needs of pupils with complex Speech, language and communication needs and high functioning autism. The DP will promote the shared ethos that inspires, motivates and challenges all members of the school community, pupils and staff alike, to maximise their potential.



Meath

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Principle Duties and Responsibilities

LEADERSHIP AND MANAGEMENT RESPONSIBILITIES

- To deputise for the Principal in their absence.
- The Deputy Principal has a central responsibility for ensuring the highest quality in the standard of teaching and learning. This involves high expectations, maintaining and evaluating outcomes, and establishing a successful learning culture, all which impact on pupils' achievement.
- To identify and determine in consultation with the Principal and the Senior Leadership Group the overall strategic direction of the curriculum, further developing, implementing, and reviewing the schools ongoing systems for self-evaluation and the continual improvement of standards.
- To undertake a small teaching commitment.
- To be a key member of the Education leadership group, you will lead on developing, implementation and monitoring of policies, practice and working procedures to ensure the aims and objectives of the school are achieved.
- Ensuring that Policies, practice, and procedure are informed by consultation and participation and that information is effectively and efficiently disseminated to all the Education team.
- Monitoring the management, maintenance, and development of education resources.
- Ensure that monitoring and upkeep of educational planning records and reports are maintained
- Take responsibility for teaching and learning, ensuring the highest possible standards are achieved by all- staff and pupils alike.



- To take lead responsibility for the recruitment of education staff and to ensure thorough induction is undertaken. This includes disciplinary, grievance, and capability within the education team in liaison with Speech and Language UK People team.
- To undertake the performance management and supervision of the education team. All of this to be planned and recorded following a monitoring schedule.
- To maintain responsibility and ultimately accountability of all recording and communication systems within education.
- Ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation.

GENERAL

EXTERNAL ACCOUNTABILITY AND COMMUNITY RELATIONSHIPS

Effective communication and relationships are the key to effective school leadership. The Deputy Principal needs to promote and contribute to the professional learning community which enables others to achieve to this end, the Deputy Principal will ensure that they remain up to date in their knowledge of initiatives relating to the student profile of the school.

- The Deputy Principal chair annual reviews, ensuring documentation is produced and distributed appropriately and aim to resolve all issues resulting from these meetings.
- Ensuring communication with parents, LAs, Social Services and other professionals is timely and accurate.
- Ensure that the range, quality, and use of all available resources is monitored evaluated and reviewed to improve the quality of education for all pupils and to provide value for money.

WORKING RELATIONSHIPS

- In consultation with Senior Leadership Group, to recruit, retain, and deploy staff appropriately, and monitor their workload to achieve the vision and goals of the school.
- To actively support and promote positive and professional working relationships, giving and receiving constructive feedback aimed at developing quality of relationships and the team's performance.

- Implementation and maintenance of quality systems to ensure that staff are deployed in an efficient manner, ensuring that the gender and experience balance is maintained.
- Ensure through regular evaluation that the curriculum for each individual student is needs lead, suitably broad and balanced and meets legal requirements.
- Direct managerial oversight of all aspects of the education budget.
- Active contribution to the school's quality systems procedures and the School Development Plan.
- To undertake other duties as the Principal may require from time to time.
- Support and promote a collaborative learning culture within the school and actively engage with other schools and colleges to build effective learning communities.
- Maintain a culture of high expectations for self and for others.
- In collaboration with the Principal, present a coherent and accurate account of the schools performance to a range of audiences including governors, trustees, LA's, parents and carers.

This list of duties and responsibilities is by no means exhaustive and the post holder may be required to undertake other relevant and appropriate duties as required.

This job description is subject to regular review and appropriate modification.



Person Specification

Attributes	Essential	How tested	Desirable	How tested
Qualifications/Training				
Qualifications	<p>Qualified teacher status.</p> <p>A commitment to embark on NPQH or equivalent within an agreed time frame if not already completed</p>	AF	<p>Relevant degree or equivalent.</p> <p>NPQH</p> <p>Higher degree qualification, postgraduate SEN qualification.</p>	AF
Professional Development	<p>Evidence of sustained participation in relevant INSET,</p> <p>Experience of leading & delivering INSET activities.</p>	AF	<p>Participation in work with other schools/agencies.</p> <p>Participation in educational leadership and management programmes.</p>	AF
Experience				
Teaching	<p>Experience of behaviour management</p> <p>Experience of working in at least 2 of the relevant phases of education (EYFS ks1 / ks2)</p> <p>An exceptional teacher with a track record of innovation and delivering results.</p>	AF/I	<p>Experience of a wider range of schools and other educational establishments</p> <p>Experience of EY KS1 & KS2 primary</p> <p>Mainstream experience</p> <p>Delivering training in positive Behaviour Management</p> <p>Experience of teaching pupils with communication difficulties</p>	AF/I
Management Responsibility	<p>Experience of leadership and leading teams in a school with high level of SEN.</p> <p>Experience of monitoring and evaluating teaching.</p>	AF/I	<p>Experience of leadership in a special school.</p> <p>Experience of conducting performance management reviews of teachers</p> <p>Experience of coaching & mentoring colleagues.</p> <p>Experience of chairing annual reviews</p>	AF



Person Specification

Attributes	Essential	How tested	Desirable	How tested
Resources	<p>Proven experience of managing and/or coordinating staff including overseeing the daily deployment of the staff.</p> <p>Proven experience of managing teaching resources</p> <p>Awareness of budget management with SBM.</p>	AF/I	<p>Experience of appointing and inducting staff</p> <p>Establishing and developing systems for monitoring impact of budget & resources on students' learning.</p>	<p>AF</p> <p>AF/I</p>
Knowledge and Understanding				
National Framework	<p>Knowledge of relevant Education Acts and SEN Code of Practice.</p> <p>Experience of OFSTED inspection and its follow up</p> <p>Secure knowledge of OFSTED Common Inspection framework.</p> <p>In-depth knowledge of current educational context.</p> <p>Understanding of performance management and role of Teachers' Standards.</p>	AF/I	<p>Experience of taking a lead role in the inspection process</p> <p>Awareness of National Minimum Standards and residential care inspection schedule</p>	AF/I
Teaching and Learning	<p>Knowledge of SEN and its impact on educational progress.</p> <p>Knowledge of systems, processes and strategies that will support children's learning</p> <p>Understanding of behavioural difficulties associated with SEN.</p> <p>Practical understanding of effective teaching, evaluation and assessment strategies to meet the needs of pupils with SEN.</p> <p>Understand the importance of giving enrichment through access to the local community and beyond.</p> <p>Understanding and respect of diversity, its role in the curriculum and how it helps prepare pupils to live in a culturally diverse society.</p> <p>Understanding of Spiritual Moral Social and Cultural development.</p>	AF/I	<p>Knowledge of SLCN, ASD, SEMH medical and sensory needs.</p> <p>Understanding of the links between SLCN and behaviour.</p>	AF/I



Person Specification

Attributes	Essential	How tested	Desirable	How tested
Standards	<p>A clear understanding of an outstanding school.</p> <p>Understanding of use of data in monitoring pupil progress across school and residential care.</p> <p>Understanding of how to set and monitor targets.</p> <p>A clear understanding of strategies to raise pupil achievement and manage behaviour across school and care setting.</p> <p>Involvement in school improvement work.</p>	AF/I	<p>Experience of analysing pupil progress and outcomes.</p> <p>Experience with Evidence for Learning or similar Monitoring and Evaluation software.</p> <p>Presenting analysis in a meaningful and relevant way to interested groups such as member for school advisory board / education adviser / inspectors</p> <p>Understanding of the role of attainment data to inform school improvement planning</p>	AF/I
National Curriculum	<p>Thorough understanding of the National Curriculum, including assessment, recording and reporting, and its applicability in a special school.</p> <p>Experience of promoting the delivery of a range of accredited courses.</p> <p>Experience of curriculum design and timetabling in secondary / FE phases</p>	AF/I	<p>Experience of planning highly personalised programmes for individual students.</p> <p>Monitoring quality of link courses.</p>	AF/I
Parents and Community	<p>Understanding of the role which can be played by parents and the community in raising standards.</p>	AF/I	<p>Experience of working directly with parents to raise standards and promoting involvement with the local community.</p>	I
Governance	<p>Experience of working with Governors</p>	AF/I		

Person Specification

Attributes	Essential	How tested	Desirable	How tested
Skills				
Leadership	<p>Ability to lead, provide clear vision and command respect. Incisive and clear strategic thinker.</p> <p>Ability to motivate pupils and staff.</p> <p>Ability to delegate responsibility, hold people to account, set high standards and provide a focus for improvement.</p> <p>Commitment to safeguarding and promoting the welfare of children and young people.</p> <p>Ensure that all policies and procedures relating to the protection of children are followed at all times.</p> <p>Able to use a variety of leadership styles including leading by example.</p>	<p>I</p> <p>I</p>	Undertaken advanced training in safeguarding	AF
Management	<p>Ability to manage change in a school, monitor and evaluate its impact.</p> <p>Good project management skills.</p> <p>Played a leading role in implementing a School Development Plan or Action Plan</p>	AF/I	Knowledge of School IP or similar - Deputy Principal monitoring, staff development and appraisal software.	AF/I
Relationships	Able to establish and develop good collaborative relationships, and liaise effectively, with all involved in the school and wider community.	AF/I		
Interpersonal and Communication Skills	<p>Dynamic, innovative and creative.</p> <p>Ability to communicate effectively in writing and orally.</p> <p>Competent in the use of ICT.</p> <p>Flexible and approachable.</p> <p>Resilient under pressure.</p> <p>Able to deal sensitively with people and resolve conflicts.</p> <p>Positive and energetic approach to work.</p> <p>Personal impact and presence</p> <p>High standards of personal and professional integrity</p>	<p>AF/I</p> <p>I</p> <p>I</p>		



A Speech and
Language UK school

Person Specification

Attributes	Essential	How tested	Desirable	How tested
Attitudes				
Education Philosophy	<p>A determination to promote school improvement and fulfil each child's potential.</p> <p>An understanding of and commitment to Speech and Language UK's wider strategic vision.</p>	<p>I</p> <p>I</p>		
Staff Development	Committed to the development of all members of the staff team, teaching and non-teaching.	I	Played leading role in contributing to staff development programme.	AF/I
Equal Opportunities	<p>Committed to equal opportunities and anti-discriminatory practices.</p> <p>Understanding of the need to promote positive role models.</p>	I	Experience of implementing strategies for social inclusion	<p>AF/I</p> <p>I</p>

Terms of Employment

Job Title:	Deputy Principal
Start Date:	September 2025
Location:	Meath, Speech and Language UK School, Brox Road, Ottershaw, Chertsey KT16 0LF
Annual Salary:	Leadership Pay Scale 11 – 15 £65,188 - £71,665
Hours:	Full time, 35 hours a week, Term time
Annual Leave:	As per teachers pay and conditions'
Disclosure & Barring Service Check:	The successful candidate's employment is subject to an enhanced DBS and barred list check
Probation Period:	There is a six-month probationary period for this post
Pension:	Teachers at Speech and Language UK's schools are enrolled into the Teachers' Pension Scheme.
Life Assurance	Life cover for 4 x annual salary. Members of Teachers Pension have life insurance cover as part of that scheme.
Perkbox:	Employee benefit providing hundreds of exclusive perks for staff ranging from discounts on shopping, entertainment and gifts, to gym membership, rewards, confidential employee assistance helpline and wellbeing resources.
Free Annual Flu Vaccination:	Free annual flu vaccination for all Speech and Language UK employees.
Payroll Giving	By joining the payroll giving scheme, you can donate to your chosen charity directly from your pay before tax is deducted.
Season Ticket Loan	Speech and Language UK offers eligible employees an interest free loan for the purchase of a season ticket for travel between home and the School.
Bike Loan	Speech and Language UK offers eligible employees an interest free loan for the purchase of a bicycle for commuting to work



How to Apply

To apply please send a completed application form to sbm@meathschool.org.uk

The closing date for this vacancy is 9am on Monday, 19th May 2025 with interviews taking place on Wednesday, 21st and Thursday, 22nd May 2025.

Please note that we will not close applications before this time and date as we recognise that candidates put in a lot of time and effort into making an application.

If you are interested in the position please contact Majella Delaney, Principal, to discuss the role further on 01932 872302 or majella.delaney@meathschool.org.uk. Candidates wishing to visit the school please contact sbm@meathschool.org.uk with a range of dates when you are available to ensure we can coordinate a visit that works for both you and Meath school.

Safeguarding

Speech and Language UK is committed to safeguarding and promoting the welfare of children. We carry out appropriate vetting and verifications on all staff.

In line with Keeping Children Safe in Education the successful candidate's employment is subject to an Enhanced DBS and barred list check. Please find details of our [safeguarding policy](#)

All shortlisted candidates will be subject to an online search covering content that is in the public domain.

Accessibility Support:

We are committed to ensuring that our recruitment process is accessible to everyone. If you require any adjustments or need to apply in a different format, please contact our People Team at hr@speechandlanguage.org.uk and we will be happy to assist you.

We are a [Disability Confident Committed](#) employer.



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