

Vacancy Details – Assistant Headteacher

Reports to: Head of School

Contract: Permanent

Hours: Full time

Salary/Pay Scale: Leadership Scale 7

Required September 2026

Closing Date: Applications considered upon submission

Overview:

To play a major role under the direction of the Head of School in formulating the aims and objectives of the school, establishing the policies through which they shall be achieved, managing staff and resources to achieve the aims and objectives of the school and monitor progress towards their achievement.

Prospective candidates must be able to demonstrate a minimum of 5 years leadership experience.

Specific responsibilities include:

- Strategic oversight of Key Stage 4.
- Strategic and operational overview of whole school data, reporting, assessment, parents' evenings and target setting.
- Strategic lead on timetable development and the options process.
- Student data tracking system across all subjects and year groups.
- Strategic development/management of duties rota

Ridgeway Secondary School is a great school, a place where the very best staff want to work with amazing students in a supportive environment. In May 2025 we were judged as “outstanding” in three categories by Ofsted were extremely proud to be officially recognised as the most improved state funded secondary school for Progress 8 in 2024.

Come and visit us to see for yourself, the incredible progress that we have made in such a short space of time and the amazing learning and working environment that we have created. You will have the highest expectations, knowledge, skills and commitment to supporting our students and colleagues. You will strive to make a positive difference to our students in every aspect of their development. You will have integrity, be ambitious, tenacious, caring, driven and a team player. The role will be challenging and exciting, and you will be supported by senior leaders and the wider trust with opportunities for progression as both the school and trust grow.

Interested candidates who wish to have an informal conversation about this role are welcome to contact Mr J Worton, Head of School. Further information is available from the school website www.ridgewaysecondary.org.uk, alternatively please email hrea@rss.shiresmat.org.uk.

Ridgeway is an equal opportunities employer, and all appointments are subject to appropriate checks for child protection and safety. Applications should be made via the Ridgeway application form addressed to Mrs H Rea, PA to the Head of School.

Appointment will be subject to references and an Enhanced DBS check in line with school safeguarding policy.

Shires Multi Academy Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

All offers of employment are subject to an Enhanced DBS check, and where applicable, a prohibition from teaching check will be completed for all applicants. In accordance with our statutory obligations under Keeping Children Safe in Education, Shires Multi Academy Trust is required to conduct an online search as part of our due diligence on appointed candidates. This may help identify any incidents or issues that have happened, and are publicly available online, which the Shires Multi Academy Trust might want to explore with you. The Trust is committed to the promotion of equal opportunities and diversity. Ridgeway Secondary School is a company limited by guarantee - Registered in England No. 7610791.