Pate's Grammar School



THE SUNDAY TIMES
SCHOOLS GUIDE 2026
STATE SECONDARY SCHOOL OF THE YEAR FOR ACADEMIC EXCELLENCE
SOUTH WEST

Deputy Headteacher
(Pastoral & Safeguarding)

Welcome



Thank you for your interest in working at Pate's Grammar School. Pate's is an inspiring school in which to teach, work and learn, and this role provides an exciting opportunity to join our dynamic team.

The roots of our educational approach at Pate's can be traced back to the bold and reforming instincts of our Founder, over 450 years ago. Today we encourage our students to challenge established thinking, discuss and debate new ideas and fresh perspectives, giving them a platform to lead the change they wish to see in the world.

At Pate's, high academic expectations are central to our purpose and we are proud of the achievements of all our students, which place Pate's amongst the best performing schools in the country at A Level and GCSE.

We are by no means focused solely on academic outcomes; we place equal importance on fulfilment beyond the classroom, and promote a culture of engagement and participation, in all areas of school life. Students thrive in our spirited and inclusive House system, and discover new passions and talents through our extensive range of co-curricular enrichment opportunities: clubs and societies, sport, drama, music, the arts and outdoor adventure.

Patesians - which include our staff - take great pride in belonging to our happy, purposeful and invested community. Pate's is a special place to work and learn.

The Pate's staff team is united in our collective purpose and positive, collaborative can-do culture. We celebrate the achievements and qualities of our staff, each of whom valuably contribute to the success of our students and school.

Our new Admissions Policy which came into effect from September 2026 is a fundamental pillar of our strategy to widen access to Pate's. We are placing a greater emphasis on serving the needs of our local community, particularly children facing disadvantage, and we are excited by all that this brings to strengthening our school culture of inclusivity and opportunity.

Pate's is the lead school for the Odyssey Teaching School Hub, and the wide range of opportunities for training and development that this offers is integral to our approach to staff professional learning. In addition to our Professional Learning Programme, our internal Coaching and Practitioner Enquiry cycles, and funded NPQs, we also offer many other benefits to working at Pate's, such as sabbaticals and secondments.

We look forward to receiving your application for this opportunity.

Dr James Richardson
Headteacher

Our School

Pate's Grammar School is a co-educational state-funded grammar school for students aged 11–18, set on a spacious, modern campus in west Cheltenham.

The school benefits from state-of-the-art facilities and extensive sports fields. We have 1,200 students on roll, including 500 students in the Sixth Form, and over 150 staff.

Founded in 1574, we are a school with a strong academic legacy and our co-curricular offer ensures our students can explore new interests and skills in a happy, vibrant and caring environment.

The *Outstanding* Ofsted report we received in March 2024 evidences in its detail that Pate's Grammar School delivers, in every respect, an outstanding educational experience. Our examination results see us as one of the top performing state-funded schools in the country; in the last few years, we have twice been awarded *National School of the Year* by The Sunday Times, and for the last two years named their *State Secondary School of the Year for Academic Performance in the South West.*

We support our students throughout their time with us, guiding them in their choices, intellectual and emotional development, to shape their own futures and outcomes for life beyond Pate's; our parent body and alumni community remain actively involved in school life for many years.

For more information on our school, please visit www.patesgs.org







"Pupils flourish in this nurturing environment.
Relationships between staff and pupils are built on mutual respect.
Pupils develop high levels of independence.
They show resilience and persevere when faced with challenges.
In this school everyone is accepted and cultural differences are celebrated."

Ofsted, March 2024

The Team & The Role

The Team

At Pate's Grammar School, we are committed to providing an exceptional experience for our students within a supportive, inclusive and caring environment where every student is encouraged to achieve their potential, develop confidence and character, and feel a genuine sense of belonging within our community.

Safeguarding, wellbeing and pastoral care are fundamental to our success as a school. We believe that students thrive when they feel safe, valued, supported and known as individuals, and we are proud of the strong culture of care that exists across our community.

Safeguarding is everyone's responsibility, and through positive relationships, shared ambition for young people and a commitment to student welfare, we work together to ensure that every student is able to thrive, belong and make the most of the opportunities available to them.

As the Deputy Headteacher (Pastoral & Safeguarding) the successful candidate will lead and work alongside a highly skilled and dedicated team, including Heads of Year, pastoral managers, SEND colleagues, sixth form support and attendance. Together, these colleagues play a vital role in supporting students' wellbeing, personal development, behaviour, attendance and achievement, providing coordinated and proactive support that enables young people to thrive both in school and beyond.

The Deputy Headteacher (Pastoral & Safeguarding) will provide strategic leadership across these vital areas as a key member of the Senior Leadership Team. Working alongside colleagues, governors, families and external partners, they will lead the continued development of safeguarding, pastoral care, attendance, behaviour and personal development, ensuring the highest standards of provision for all students. This role offers an exceptional opportunity to shape whole school culture, influence strategic direction and lead a talented team committed to securing the very best outcomes for every young person.

Reporting to:
Headteacher

Responsible for:
Members of the Senior Leadership Team, along with any other relevant members of staff, as directed by the Headteacher

Salary:
L19 – L23
(£83,478 - £92,065 per annum)

Contract type:
Permanent

Hours:
This is a full-time role; however, we are committed to attracting the strongest possible candidates and welcome conversations about part-time working arrangements. We are open to exploring options that support both the successful candidate and the needs of the school.

Starting:
April 2027 (or sooner if the successful candidate is available)

Job Description

Job Description

We are delighted to invite applications for the role of Deputy Headteacher (Pastoral & Safeguarding), a key position within the Senior Leadership Team providing the opportunity to lead and shape the pastoral vision of the school with a focus on ensuring that every student is known, valued, supported and able to thrive.

As the school's Designated Safeguarding Lead (DSL), you will lead and oversee all aspects of safeguarding, ensuring the highest standards of care, support and statutory compliance. You will promote a culture where safeguarding and wellbeing are at the heart of school life, whilst leading and developing the safeguarding and pastoral team to ensure students and families receive the support they need.

In addition to safeguarding, you will provide strategic and operational leadership for pastoral care, behaviour, attendance, personal development and student wellbeing. Working closely with Heads of Year, pastoral leaders and colleagues across the Senior Leadership Team, you will ensure consistent, high-quality systems and interventions that enable students to flourish both academically and personally.

Working closely with the Headteacher and Senior Leadership Team, you will provide visible and inspirational leadership, contributing to whole school improvement and helping to deliver the school's strategic priorities. Your influence will extend across all aspects of school life, ensuring that pastoral care and safeguarding remain fundamental to the school's continued success.

We welcome applications from candidates with a broad range of backgrounds and experiences. Experience of working in a selective school is by no means a prerequisite, more important to us is finding an exceptional leader whose values align with those of our school community.

This is a significant leadership role, but one which offers flexibility in how responsibilities are structured. Whilst the successful candidate will hold overall strategic responsibility for pastoral care and safeguarding, the balance between strategic leadership and operational involvement across specific areas will be shaped by both the strengths and experience of the appointed candidate and the wider Senior Leadership Team. Some aspects of the role may involve greater direct operational leadership, while others may be supported by Assistant Headteachers and other colleagues. This creates an exciting opportunity for the successful candidate to help shape the role whilst making a meaningful contribution across wider school life.

We are seeking a collaborative, compassionate and strategic leader who combines high expectations with a deep commitment to supporting young people and enabling them to achieve their full potential. If you are ready to make a lasting impact on the lives of young people we look forward to receiving your application.



Core Responsibilities

Pastoral Systems

- Lead the strategic oversight of pastoral care and student wellbeing across the school.
- Take responsibility for the smooth day-to-day pastoral operation of the school.
- Lead and line-manage Heads of Year and other pastoral leaders, ensuring high-quality pastoral support for all students.
- Lead and develop the tutor system to ensure students are well supported and concerns are identified at an early stage.
- Ensure consistent approaches to student support, intervention planning, recording, monitoring and evaluation across the school.
- Develop and maintain strong partnerships with external agencies, ensuring students and families access the highest level of support.
- Work closely with students, parents, carers, staff and external professionals to secure the best possible outcomes for young people.
- Analyse school data to identify patterns and trends relating to wellbeing and student outcomes, ensuring appropriate interventions are implemented.
- Foster positive relationships with governors, staff and stakeholders to ensure effective communication and implementation of pastoral and safeguarding priorities.

Safeguarding

- Serve as the school's Designated Safeguarding Lead (DSL), ensuring full compliance with statutory safeguarding requirements and best practice.
- Lead and promote a culture where safeguarding and wellbeing are at the heart of every aspect of school life.
- Review, develop and implement safeguarding systems, policies and procedures to ensure the highest standards of practice across the school.
- Ensure effective safeguarding practice across all school activities and educational provision.
- Oversee safeguarding record-keeping systems, including the effective use of CPOMS, ensuring all records are accurate, secure and compliant.
- Oversee the Single Central Record and associated safer recruitment documentation, ensuring ongoing compliance.
- Develop and deliver high-quality safeguarding training and updates for all staff, ensuring they understand and fulfil their safeguarding responsibilities.
- Analyse school data to identify patterns and trends relating to safeguarding, ensuring appropriate interventions are implemented.
- Lead preparations for Ofsted inspections, safeguarding reviews, audits and other external quality assurance activities within the remit of the role.

Behaviour

- Lead the strategic oversight of behaviour across the school.
- Work collaboratively with colleagues across the Senior Leadership Team to ensure behaviour management is aligned with the school's strategic priorities.
- Analyse school data to identify patterns and trends relating to behaviour, ensuring appropriate interventions are implemented.
- Identify barriers to learning and engagement coordinating appropriate interventions and evaluating their impact.

Attendance

- Lead the attendance strategy and implement plans to improve attendance, reduce persistent absence and address internal truancy.
- Identify barriers to attendance, coordinating appropriate interventions and evaluating their impact.
- Analyse school data to identify patterns and trends relating to attendance, ensuring appropriate interventions are implemented.
- Work collaboratively with colleagues across the Senior Leadership Team to ensure attendance management is aligned with the school's strategic priorities.

Personal Development

- Lead the strategic oversight of personal development across the school.
- Work with the Deputy Headteacher (Academic) and other senior leaders to ensure the Personal Development curriculum meets statutory requirements, reflects the school's values and contributes to the school's vision and strategic priorities.
- Lead strategic planning for initiatives that support the school's ambition to be outward-facing, socially responsible and inclusive.
- Coordinate and champion student voice, ensuring student feedback informs school improvement and development priorities.
- Lead and promote a culture where safeguarding, wellbeing and inclusion are at the heart of every aspect of school life.

Leadership and Strategic Responsibilities

- Develop a culture of continuous improvement through robust self-evaluation and evidence-informed decision making.
- Provide highly effective leadership, modelling the school's values and upholding the highest professional standards.
- Line manage designated members of the Senior Leadership Team, middle leaders and support staff as directed by the Headteacher.
- Work with the Headteacher, governors and staff to create a culture of accountability, inclusion and continuous improvement.

SLT Responsibilities

- Sustain, model and espouse the vision and values of the school, maintaining high expectations and ambition.
- Engage with evolving priorities as a proactive member of the senior leadership team.
- Monitor the quality of provision: contributing to lesson observations, self-evaluation and team review.
- Challenge existing processes and act as a critical friend to other team members.
- As part of the SLT, collaborate with the Board of Governors to shape the strategic planning and construction of the SDP, attending Governing Body meetings when appropriate.
- Provide general support and guidance to all stakeholders in the school.
- Participate in the procedures for recruiting and appointing staff.
- Support the school's professional development programme, to include research opportunities for staff.
- Support special days, events and formal occasions, including concerts and productions.
- Being available as an emergency point of contact when trips operate out of normal hours.
- Teach timetabled lessons commensurate with a Deputy Headteacher contact ratio.
- Take on responsibilities within the remit of a Deputy Headteacher as designated by the Headteacher, understanding that your role and responsibilities may change but will be commensurate with the level of a Deputy headteacher.

Person Specification

The successful candidate will have the following key skills and attributes:

	Essential	Desirable
Qualifications/Attainment		
Educated to degree level and Teaching Qualification	Y	
Evidence of appropriate professional development	Y	
Designated Safeguarding trained or the willingness to undertake the qualification	Y	
Experience, Skills and Knowledge		
A proven track record of successful senior leadership, management and whole-school improvement.	Y	
Significant experience of leading pastoral provision, student wellbeing and safeguarding within a secondary school setting.	Y	
Experience of operating as, or working closely alongside, a Designated Safeguarding Lead (DSL), with a thorough understanding of statutory safeguarding requirements and guidance.	Y	
A strong track record of successfully leading initiatives that improve student wellbeing, attendance and behaviour.	Y	
A confident, positive and visible leader with the ability to build strong relationships with students, staff, parents, governors and external agencies.	Y	
The vision, drive and energy to lead a culture where every student is known, valued, supported and able to flourish.	Y	
Experience of developing, implementing and evaluating pastoral strategies that have demonstrably improved outcomes for young people.	Y	
A strong understanding of safeguarding, child protection, mental health, attendance and behaviour management.	Y	
Ability to lead and develop high performing pastoral teams, working collaboratively with others to achieve success.	Y	
Experience of working effectively with external agencies, including Children's Social Care, Early Help, health services and other professional partners.	Y	
Strong analytical skills, with the ability to use data and evidence to identify trends, evaluate impact and inform decision-making.	Y	
Experience of leading staff training and professional development in safeguarding, wellbeing or pastoral practice.	Y	
The ability to respond and adapt effectively to changing circumstances whilst maintaining high standards of performance.	Y	
Excellent communication and interpersonal skills, with the ability to engage effectively with a wide range of audiences.	Y	
Experience and credibility in leading others to improve pastoral practice and student outcomes.	Y	
Experience of overseeing attendance strategy and securing significant improvements in attendance outcomes.		Y
Experience of managing complex safeguarding cases and multi-agency working at a strategic level.		Y
Experience of contributing to Ofsted inspections, safeguarding audits and external reviews.		Y
Experience of leading whole-school personal development provision.		Y

The successful candidate will have the following key skills and attributes:

	Essential	Desirable
Personal Qualities		
Resilient, motivated and committed to achieving the very best outcomes for all students.	Y	
Passionate about student wellbeing and safeguarding.	Y	
Able to combine rigour and high expectations with empathy, personal tact and discretion.	Y	
Outstanding communication and relationship-building skills.	Y	
Able to engage, inspire and motivate colleagues, students and the wider community.	Y	
Innovative, creative and solutions-focused.	Y	
Calm, professional and decisive when dealing with challenging situations.	Y	
Highly organised and able to manage competing priorities effectively.	Y	
Committed to collaboration and continuous improvement.	Y	
An energetic and proactive approach to work.	Y	
Able to act with integrity, professionalism and confidentiality at all times.	Y	
Committed to fostering a culture of belonging where every member of the school community is valued and respected.	Y	

In this role you will be expected to:

- Work towards and support the school vision and objectives outlined in the School Development Plan.
- Commit to safeguarding and promoting the welfare of children and young people.
- Be passionate about improving the quality of education for young people.
- Carry out the duties and responsibilities of the post in accordance with Pate's policies, ethos, aims and legislative requirements at all times.
- Maintain high professional standards and positive relations with students, parents and colleagues.
- Engage actively in the appraisal process.
- Contribute to wider school life.
- Undertake other reasonable duties as required from time to time.

Working at Pate's

We are pleased to offer excellent working conditions and a wide range of benefits, including:

Pensions

All staff have access to a pension scheme, the Teachers' Pension Scheme for teaching staff, and the Local Government Pension Scheme for support staff.

Employee Assistance Programme

All staff have access to an Employee Assistance Programme, offering a wide range of benefits, advice and support.

Cycle to Work Scheme

This scheme can save you up to 42% on a bike and accessories, with payments taken tax efficiently from your salary.

Eye Care

Staff may be reimbursed for the costs of eye-sight tests and receive contributions towards glasses (dependent on eligibility).

Flu Vaccinations

We offer annual flu vaccinations for all staff.

Parking

Free on site parking.

Library

Pate's has two libraries and all staff become a full borrowing member on joining.

Training and Development

Extensive professional development opportunities for all staff.









How To Apply

Please complete the **Application Form** (click the link). Along with your completed application form, please provide a **Letter of Application** indicating how your values, previous or current responsibilities and/or experience are particularly relevant to this post, and indicating what you can offer to Pate's Grammar School. Please review the Job Description and ensure you highlight how your skills and experience meet these expectations.

Please email your completed Application Form and Letter of Application to **jobs@patesgs.org**

Closing date for applications:

Tuesday 24 November 2026 (midday)

Interview date:

Friday 4 December 2026

If you have any questions or wish to seek additional information, arrange an informal chat or tour of the school, please email our Head of HR, Jane Hodgson-Lewis at **jobs@patesgs.org**

We look forward to receiving your application.

Candidates who are invited to interview will be required to bring original identification documents and proof of eligibility to work/reside in the UK (if applicable), as well as documents confirming educational and professional qualifications. A confirmation of your address within the last three months is also required.







Safeguarding

Pate's Grammar School is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment, and applicants must be willing to undergo relevant checks appropriate to the post, including checks with the Disclosure and Barring Service.

Pate's Grammar School is committed to developing a culture of inclusion in our school for the benefit of all staff, students and governors. We believe that all staff should thrive irrespective of race, religious beliefs, disability, gender, gender identity, and sexual orientation. We recognise and respect values and difference and we work to remove any barriers which inhibit the development of people, including recruitment and retention.

"To me, being a Patesian means being a part of a countless number of smaller communities. There's the whole school community, deeply rooted in our history and by tradition. Then within this, there's the different senses of pride and belonging achieved by the House system, music bands, sports teams, societies and so on... It's a combination of all these that truly embody the Pate's community and is what being a Patesian really means."

Natalie, Year 12

Pate's Grammar School

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