

Full job description

Job Title: Deputy Head of Pastoral and Operations

Salary: £51,773 to £57,165 depending on experience

Working Hours: Mon-Fri, Term Time Only

Contract Type: Permanent

Location: Fordham, Ely, Cambridge

Are you an experienced Deputy Head looking for a new role within a growing education provision in Fordham, Ely? Look no further - In toto ed has a fantastic opportunity to join our In toto ed team in making a real difference to our students lives.

We are passionate about unlocking each student's potential by offering an alternative to mainstream education. Our vision is for every student to feel safe and happy, achieve their potential, and have a bright future.

We teach in small groups with a dedicated and experienced teaching team, ensuring that each student receives individual attention and care. We create individual learning packages to support our students' needs.

Main Duties

- Act as the designated safeguarding lead, managing cases and ensuring best practices.
- Deliver safeguarding training, monitor processes, and ensure adherence to legal requirements.
- Collaborate with external agencies such as social services and the police.
- Oversee daily safeguarding operations, timetabling, and deployment of staff.
- Assist staff with behaviour management and student mentoring.
- Work with senior leadership on policy development, training, and strategic planning.
- Provide support during safeguarding incidents and ensure accurate record-keeping.

About You

- Significant experience in safeguarding roles and child protection.
- Strong leadership skills with experience managing teams.
- In-depth knowledge of safeguarding legislation and best practices.
- Excellent communication and ability to work with multiple stakeholders.
- High integrity and ability to handle sensitive information professionally.
- Relevant qualifications (e.g., degree in education, social work, QTS).
- Ability to design and deliver staff training.
- Experience in multi-agency work, senior leadership, and additional safeguarding qualifications.
- Effective communication, organisational, and time-management skills.
- Willing to submit an Enhanced Disclosure and Barring Check (DBS).
- Qualified Teacher Status (QTS) or relevant qualification/experience.
- Complete Child Protection Training. Promote and safeguard the welfare of all children and young person's they are responsible for, or come into contact with.

What We Can Offer

- Unlimited access to an award winning CPD platform
- Term time only (39 weeks including 5 inset days) \
- Fully funded Level 3 Paediatric First Aid Qualification for all staff
- Fully funded enhanced DBS
- Accredited support through QTLS
- Training grants for qualifications, including NPQ, NPQSL and NASENCO

- Access to extensive professional development opportunities
- Cycle to work scheme
- Free onsite parking
- Health Assured EAP programme which includes varied types of counselling, 24/7, 365 confidential helpline, mental health crisis phone support
- Access to my healthy advantage app which includes: wellness plans, rewards including discounts with a variety of retailers including travel agents and gyms
- Bonus for staff with 100% attendance to work (per academic year)
- Small class groups
- Employee recognition and service awards
- Casual Dress Code Company pension
- Free Specsavers eye test
- Work Laptop or MacBook provided
- Free tea and coffee
- Bonus for referring a friend to In Toto Ed
- Wellbeing Leave
- Enhanced maternity/paternity leave
- Blue Light card

In Toto Ed are committed to safeguarding and expect everyone who works in our school (and visitors to our school) to share this commitment. We take all safeguarding and welfare concerns seriously and encourage our pupils to talk to us about any worries they may have. We will always act in the best interests of the child. The successful applicant must be willing to undergo child protection screening, including checks with past employers and an enhanced DBS.

In Toto Cambridge

In Toto Ed Ltd
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