



## BIRKENHEAD SCHOOL

### Information for Candidates applying for the role of Deputy Head (Innovation and Learning)

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Required for September 2026

Birkenhead School, awarded the Sunday Times Independent Secondary School of the Year in the North-West for 2025, was founded in 1860. It is an HMC independent day school providing education for boys and girls drawn from the whole of the Wirral and as far afield as Chester and North Wales. There are currently some 82 children in Early Years (43 in Nursery aged under 3 years old, 39 in our “Pre-Prep” aged 3 to 5 years old), 293 pupils in the School’s Prep (ages 5-11) and 512 students in Years 7 to Upper Sixth Form. Birkenhead School has been fully co-educational since September 2008, offering the choice of an independent education to all local children. Across the School approximately 45% of students are girls.

Situated in the leafy suburb of Oxton, the School enjoys excellent facilities. The main campus has a ‘village green’ atmosphere, with classrooms and laboratories looking out over the cricket square. Recent capital developments have included a new landscaped playground area and an outdoor classroom. There are ongoing and substantial investments in ICT facilities. In addition to the main campus, the School owns 17 acres of playing fields on two sites nearby – the primary one being McAllester Field on Bidston Road.

#### SCHOOL ORGANISATION & VALUES

The School comprises Nursery and Pre-Prep (Early Years), Prep and Seniors and integrates their objectives and activities within a ‘One School’ concept. The Headmaster chairs the School’s Senior Leadership Team (SLT) comprising the Head of Prep, Deputy and Assistant Heads, the Designated Safeguarding Lead and the Bursar.

Birkenhead School prides itself on being a family school. It is attractive to parents to have all their children in one school, and it is a great advantage for the school to be able to establish strong, long-lasting relationships with families. The move to co-education reinforced this and at present, 217 families have more than one child in the School and 27 have three or four children.

A key feature of the School is its strength of community, which runs through the student, staff and parental bodies. The School is embedded within the wider Wirral community, has strong links with local business and charities, and offers an extensive bursary programme. The School aims to inspire students both inside and outside the classroom, knowing each individual and providing them with outstanding opportunities to find their niche.

A dedicated, talented and collegiate staff body is required to achieve these aims. The School’s informal motto is Respect, Responsibility and Resilience, to which we have recently added inclusivity, compassion, integrity, humility and courage as defined School values. Birkenhead School recruits on attitude as much as the quality of an individual’s qualifications on paper.

#### **SENIORS**

512 STUDENTS  
AGED 11-18  
295 BOYS / 217 GIRLS

#### **PREP**

299 PUPILS  
AGED 5-11  
159 BOYS / 140 GIRLS

#### **NURSERY / PRE-PREP**

82 CHILDREN  
AGED 3 MONTHS – 5 YEARS  
49 BOYS / 33 GIRLS



## BIRKENHEAD SCHOOL

### PURPOSE OF THE ROLE

Deputy Head (Innovation & Learning) is a new role within the Senior Leadership Team (SLT) of Birkenhead School. It comes at an exciting time for the School as it drives forward an ambitious strategy to deliver continuous improvement in its provision and further broadens its financial resilience for the decades ahead.

The role sits at the heart of the School's belief in academic excellence for all and is a remarkable opportunity for the right candidate to set the academic tone for an ambitious school for the years to come. The role combines much of the traditional aspects of an academic Deputy within a leading HMC school, with the very exciting opportunity and responsibility to lead both staff and students in using the best pedagogy and technology to drive outstanding outcomes.

The role will suit an individual who is ready to take the next step into an SLT role and is a knowledgeable and passionate communicator about the role that technology must now play within a School and learning environment.

### KEY RESPONSIBILITIES

#### Strategic Leadership

- Visibly lead the academic life within Seniors.
- Develop and implement the School's academic vision in line with whole school strategy.
- Lead on curriculum development and innovation across all key stages using data and evidence-based practice to guide decision-making.
- Develop, implement and champion a whole-school AI and digital literacy strategy.
- Advise SLT on emerging technologies, AI applications, purchases and subscriptions, and their implications for teaching and learning.
- Lead and coach staff in the practical use of the latest pedagogy and technology to improve outcomes for staff and students.
- Work with the Governor responsible for education to present papers to Governors as appropriate.
- Line manage the Assistant Head (Co-curricular), Assistant Head (Middle School), Assistant Head (Policies & Administration), Exams & Data Officer.

#### Curriculum Development

- Oversee quality of teaching and learning. Model and promote pedagogical excellence.
- Embed digital and AI skills across subjects through collaboration with Department Heads.
- Support Heads of Department in implementing effective schemes of work.
- Lead academic policy development, ensuring high standards and consistency.
- Coordinate curriculum review cycles and subject audits.



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### Teaching & Learning

- Deliver lessons and workshops to staff and students on digital literacy, coding, and AI fundamentals.
- Model innovative use of technology and AI tools in teaching, sharing best practice across the whole School, Seniors and Prep.
- Support departments in integrating AI-driven platforms for personalised learning.

### Staff Development

- Lead INSET/CPD sessions on teaching and learning, digital pedagogy and AI integration.
- Provide coaching and resources for teachers to use AI responsibly and effectively, assisting with the management of workload in appropriate areas.
- Lead staff induction events to embed teaching and learning innovation principles into School workforce.
- Organise and conduct lesson observations and support staff through professional development processes.
- Identify training needs and organise relevant CPD opportunities.

### Inspection, Compliance and Quality Assurance

- Prepare for ISI inspections and ensure academic compliance.
- Conduct internal reviews, audits and evaluation of academic departments.
- Ensure safeguarding and regulatory requirements are reflected in academic practice.

### Assessment, Tracking, Data & Outcomes

- Line manage the Exams & Data Officer, ensuring well-run examination seasons and a review of the School's use of MIS.
- Oversee assessment, recording and reporting frameworks.
- Monitor student progress using performance data and set improvement targets.
- Organise GCSE and A Level exam results days.
- Review the School's preparation of Oxbridge candidates.
- Ensure compliance with internal and external examination regulations.

### Safeguarding & Online Safety

- Act as the lead for online safety and ethical AI education.
- Collaborate with pastoral teams to promote safe and responsible digital behaviour.
- Ensure compliance with statutory requirements e.g. Online Safety, GDPR working alongside other staff including the DSL and the Data Protection Officer.

### Resource Management

- Manage budgets for digital and AI initiatives.
- Oversee procurement and deployment of digital tools and AI platforms.



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### THE PERSON

#### **Essential**

The successful candidate will have a genuine passion to use and educate others in the effective use of the latest developments to deliver outstanding learning outcomes. To achieve this, they must also have the nuanced ability to 'cut out the technological noise' and distinguish between a 'fad' and what developments hold genuine benefit to both teacher and student. It is expected that all candidates will possess:

- QTS and experience in a teaching role.
- Strong understanding of digital literacy frameworks and AI in education.
- Excellent leadership and communication skills.
- Commitment to safeguarding and ethical technology use.

#### **Desirable**

- Experience in curriculum design.
- Knowledge of coding, machine learning basics, and emerging technologies.
- Previous leadership experience in an academic setting.

#### **All staff have the responsibility to:**

- Be aware of and comply with policies and procedures relating to Safeguarding, child protection, health, safety and security, confidentiality and data protection, reporting all concerns to the appropriate person.
- Participate in training and other learning activities as required.
- Participate in the School's Professional Development process.
- Provide appropriate guidance, supervision and assistance.
- Promote the area of responsibility within the School and beyond.
- Represent the School at events as appropriate e.g. Open Days.
- Support and promote the School ethos.
- Ensure all documentation produced is to a high standard and is in line with the "brand" style.
- Undertake any other duties and responsibilities as required that are covered by the general scope of the post.
- Undertake any other reasonable duties.

### REMUNERATION & BENEFITS

#### Salary

The role will attract an annual salary of £78,611 - £82,725 FTE.

#### Hours

This is a full-time position. Flexibility is required to allow for activities involving working outside the normal hours, including evenings and weekends.

#### Holiday

You will be entitled to take leave during School holidays and Bank Holidays.



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### Pension

The School operates an auto-enrolment Defined Contribution pension scheme.

### Other Benefits

We will value and support your contribution to School life and in return provide you with excellent rewards:

- Working as part of a committed team
- Discount on School Fees for permanent members of staff
- Free use of the fully equipped on-site gym
- Access to the Employee Assistance Programme
- Support for your continuous professional development
- Lunch provided during term time
- Electric Car charging points on site

### APPLICATION

A letter of application indicating skills and experience, together with a completed application form, including the names and addresses of at least two referees, should be sent for the attention of the Headmaster via: [chw@birkenheadschoo.co.uk](mailto:chw@birkenheadschoo.co.uk)

Applications may also be sent by post to: **Cheryl Wallace (Head of HR and Compliance) Birkenhead School, 58 Beresford Road, Oxton, Wirral, CH43 2JD**. Application forms can be downloaded from the School's website: [www.birkenheadschoo.co.uk](http://www.birkenheadschoo.co.uk).

Candidates are welcome to contact the Head of Senior School, Mr Tom Whitworth on [tjw@birkenheadschoo.co.uk](mailto:tjw@birkenheadschoo.co.uk) with any questions relating to the role.

To meet our safeguarding obligations, an Enhanced Disclosure and Barring Service check is undertaken as part of the recruitment process for all new staff. As Birkenhead School is an educational provider, it is permitted to ask whether an applicant has any convictions, cautions, reprimands or final warnings which would not be filtered in line with current guidance, as defined by The Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020). It is a criminal offence for an individual who is barred from working with children to apply for a role which is classed as regulated activity (i.e. involves working with children). As such, candidates are asked to also complete the separate Criminal Record Declaration Form on the School's website. The information disclosed on this form will not be kept with your application form during the application process.

Candidates selected for interview will be offered the opportunity to have a tour of the School and meet with relevant members of the department.

**The closing date for applications: 9.00am on Monday 16<sup>th</sup> March 2026.**

Successful candidates are likely to be invited to interview week commencing 23<sup>rd</sup> March 2026.

**We reserve the right to close this vacancy and complete the recruitment process when we are in receipt of sufficient applications. Should you wish to apply for this post you are advised to complete and submit your application form as soon as possible.**



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