

Job Description Deputy Headteacher

Key Responsibilities

- Lead and model the values, ethos and vision of the school in pursuit of excellence and equity, valuing individual achievement.
- Role model and actively promote high expectations for all members of the school community, encouraging aspirational targets and achievements.
- Contribute towards the leadership and management of leaders to raise standards while inspiring, challenging, motivating, and empowering others within the organisation.
- Ensure a comprehensive and inclusive school curriculum, aligning with legislation, best practices, and innovation, while collaboratively planning strategically with the Headteacher.
- Contribute to the whole school self-evaluation process and strategy.
- Lead on the development of effective teaching and learning, meeting the needs of all pupils.
- Lead on the RE curriculum, including the monitoring, evaluation and review of the SIAMS framework.
- Lead on one other core curriculum subject.
- Deputise for the Headteacher when appropriate and necessary.

Operational/Strategic

- Contribute to the school's development process, including target setting, reviewing and self-evaluation.
- Contribute towards the school's monitoring, evaluation and review cycle.
- Think creatively to anticipate and solve problems.
- Contribute to line management responsibilities relating to the performance management process.
- Promote the school's identity and positive parent/carer/community relations.
- Contribute to the preparation and delivery of collective worship.
- Participate in staff recruitment, selection and retention, where appropriate.

Staff Development

- Contribute to the professional development of staff.

Quality Assurance

- Actively challenge, seek out and implement modifications and improvements where required.
- Implement statutory educational frameworks.
- Contribute to whole school self-evaluation using a range of evidence/data to support, monitor, evaluate and improve performance.

Management Information

- Contribute to the collation and analysis of data to evaluate and improve performance.
- Produce reports within the quality assurance cycle for the Leadership Team/Academy Council and appropriate external partners.

Communication

- Liaise with appropriate external partners and model professional behaviours.
- Represent the school's views of interests.
- Foster an open, equitable culture and manage conflict.
- Collaborate and network, within and beyond the school, promoting school improvement and the adoption of best practice.
- Give and receive effective feedback, enhance personal performance through reflection, and pursue agreed-upon personal and professional development.

Teaching

- Undertake an appropriate teaching program, modelling outstanding teaching and learning.

Other Specific Duties

- Undertake any other duty as specified by the Headteacher not mentioned above.