

*'...those who hope in the LORD will renew their strength. They will soar on wings like eagles; they will run and not grow weary, they will walk and not be faint.'* Isaiah 40:31

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## JOB DESCRIPTION

<b>SCHOOL:</b>	Charlton CE Primary School
<b>JOB TITLE</b>	Headteacher
<b>SALARY/ SPOT POINT</b>	Leadership Spine range (Equivalent to L12-L19)
<b>REPORTS TO</b>	Local Governing Body
<b>DATE</b>	January 2023

This job description reflects the distinctive character of Charlton CE Primary School. The job description should be read in conjunction with the Teacher Standards (2012) and the National Standards of Excellence for Headteachers (2015).

### Shaping the future

- Ensure that the vision for the school, including its distinctive Christian character, is clearly articulated, shared, understood and acted upon effectively by all.
- Demonstrate the vision and values in everyday work and practice by leading teaching and learning and by securing the highest quality assessment procedures and outcomes for pupils' achievement and attainment.
- Implement the new curriculum to reflect diversity, the Christian ethos of the school and opportunities for pupils to be excited by learning, ensuring that key issues for school improvement continue to be acted upon effectively.
- Determine and ensure the implementation of policies for the pastoral care of the pupils, and high standards of behaviour and to secure good attendance.
- To promote and safeguard the welfare of children, staff and visitors.
- To think creatively and positively to find innovative ways to solve problems
- To maintain a clear understanding of recent developments in teaching and learning and education generally.

### Developing self and working with others

- Treat people fairly, equitably, and with dignity and respect to create and maintain a positive school culture, underpinned by its Christian ethos and codes of practice.
- Promote teamwork, leading by example.
- To maintain high standards, including demanding ambitious outcomes for all children, as individuals, whatever their perceived barriers to learning.

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## **Managing the organisation**

- Create an organisational structure, being accountable to the Local Governing Body, Trust Board and Sponsor, that reflects the school's Christian values.
- Ensure that the management systems, structures and process work effectively in line with legal requirements and high expectations for pupils' achievements.
- To lead effective, impactful staff development and creating a culture where staff are proactive in their own development.

## **Securing accountability**

- Develop an inclusive school ethos that enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes.
- Being accountable to the Trust Board and Sponsor of the academy through the Governing Body.

## **Strengthening community**

- Engage with Aquila, the Diocese, the local churches and wider community to build partnerships, share resources, promote collective events and ensure advocacy for children and young people.

The Diocese of Canterbury Academies Trust is committed to safeguarding children and promoting the welfare of children and young people and expects all trustees, staff and volunteers to share this commitment. All successful candidates will be subject to an Enhanced Criminal Record Disclosure from the Disclosure and Barring Service along with other relevant employment checks, including overseas criminal background checks, where applicable. All new trustees, employees and volunteers will be required to undertake safeguarding training on induction which will be regularly updated in line with statutory guidance.