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**DEPUTY HEADTEACHER - JOB DESCRIPTION**

**(Leadership 6-10)**

**School: Loose Primary School**

**Responsible to:** Headteacher

**Responsible for:** Whole School Leadership and KS1 standards

**Main Purpose of the Role:**

The main purpose of this role is to work alongside the headteacher, deputy headteacher responsible for KS2 standards and wider strategic leadership team to promote a culture of inclusion, excellence and celebration. The role will require creative thinking, a flair for motivational teaching strategies and a compassionate leadership style. The role also requires an outward looking leader who seeks continual improvement and actively models our values in all that they do and brings innovation and excitement to the classrooms and beyond. There will be times where deputising for the headteacher is needed and working beyond the school gates across the trust under the direction of the headteacher, trust lead and central team.

**Responsibilities (Specific responsibilities to be agreed):**

1. **SHAPING THE FUTURE**

* Make significant contributions to the formation and communication of strategic plans for the school.
* Support and promote the vision, ethos and policies of the school to ensure high levels of excellence in all that we do.
* Model continuous improvement using research and bringing up-to-date and innovative practise to the school.
* Provide coaching and support to ensure a high performing team where all staff flourish in their roles and be their best for the pupils.
* Manage change patiently, prudently and effectively
* Be able to work collaboratively across multiple teams.

1. **CURRICULUM, TEACHING & LEARNING**

* Ensure the Teaching and Learning policy is enacted effectively across the school.
* Shape motivational, meaningful and memorable learning experiences for the children.
* Evaluate, review and enhance classroom practice through a range of continuous improvement strategies.
* Ensure a consistent and effective use of data to maximise progress for all pupils.
* Report to Governors and stakeholders on the development and impact of achievement and attainment for all children with a focussed responsibility for vulnerable groups in KS1
* Ensure that all pupils and staff fulfil their potential by encouraging high expectations within the school.
* Understand and implement assessment for learning strategies for accurate, robust and useable information for stakeholders.
* Understand and develop staff’s capacity to deliver a well-adapted curriculum for all pupils.
* Ensure the curriculum reflects current innovations, pupil interests and pedagogical principles.
* Support the provision of stimulating, creative learning opportunities throughout the curriculum

1. **LEADING AND MANAGING STAFF**

* Lead with courage and conviction to build and maintain the school ethos of ’An Ethic of Excellence’.
* Model the school values and Trust wide leadership behaviours at all times.
* Lead groups of staff in professional development, delegate appropriately and evaluate outcomes.
* Ensure that there is effective and frequent communication between the school, the parents and the wider community.
* Be confident in ensuring accountability for oneself and the team in their roles.

1. **EFFECTIVE DEPLOYMENT OF STAFF AND RESOURCES**

* Support the Headteacher in the recruitment, induction, deployment and development of staff.
* Provide support and guidance to all staff in implementing school policies.
* Co-ordinate the continuing professional development for the school with reference to the School Improvement Plan and performance management priorities.

1. **STRENGTHING COMMUNITY**

* Support the Headteacher in maintaining and developing a culture and curriculum which prepares children to be great citizens who are ready for their next phase in school life and the wider world they live in.
* Work in partnership with other schools within and beyond the trust to share good practice and promote innovative initiatives.
* Support the curriculum team in ensuring strong community links and opportunities to engage and learn from the many local resources.
* Attend a range of community and governor meetings to represent the school and support the headteacher.

1. **GENERAL**

* Provide support and effective professional challenge to the Headteacher wider Trust team
* To undertake any additional responsibilities which may be determined from time to time by the Trust Leader, Headteacher, Trust Board or Local Governing Board to support continuous improvement.
* To support trust-wide priorities and development.

**This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.**

1. **Safeguarding and Duty of care**

* Ensure the highest levels of safeguarding and promoting the welfare of our pupils.
* Contribute to an environment where children feel safe to learn, play, and grow.
* Be able to identify any children who are at risk of harm, and know the characteristics of abuse or neglect.
* Take responsibility to be aware of the most up to date guidance

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_