



The Core Purpose

The Headteacher will understand the nature of Catholic education. Their principal responsibility is to inspire and sustain the Catholic identity of the School and so it is important that the Catholic identity is evident throughout the life of the School. The Headteacher is central to the promotion of the school's vision to all stakeholders: pupils, staff, parents and carers, governors, the parish, diocese, wider community and local authority. Therefore, the Governors will appoint a practising Catholic who can demonstrate that they have the ability and vision to ensure that the Catholic ethos remains at the core of the School's identity.

Strategic Leadership

The Headteacher is an employee of the Governing Body and they will work together to develop a vision for the school. The strategic direction will be underpinned by the education mission of the Church which is reflected in the School's ethos.

The Headteacher will promote the School's vision therefore empowering all pupils and staff to excel.

Specific responsibilities include but are not limited to:

- Working alongside the Governing Body to formulate the education aims, objectives and targets of the school and the policies for improvement.
- Working alongside and managing staff providing strategic direction and ensuring that they fulfil the objectives of the school's mission statement and learning values.
- Monitoring and evaluating the performance of the School and reporting to the Governing Body as required.
- Motivating staff and pupils through recognition and encouragement of their individual value, whilst at the same time managing the wellbeing of all.
- Being committed to removing unnecessary workload from all staff so that they can focus on teaching and their own professional development.
- Overseeing the financial management of the School ensuring that its vision and aims are supported by appropriate use of the School's present and future resources.
- Maintaining transparency and openness with the leadership team in order to allow suitable staff to assume the responsibility of the Headteacher's functions at any time when the Headteacher is absent from the School.

Learning and Teaching

The Headteacher, supported by the Governing Body, has central responsibility for the quality of learning and teaching in our school and therefore is also responsible for pupil progress, achievement and development of the whole child.

Specific responsibilities include but are not limited to:

- Expecting ambitious standards for all pupils.
- Overcoming disadvantage and advancing equality.
- Instilling a strong sense of accountability in staff for the impact of their work on pupils' progress and outcomes.
- Monitoring and evaluating the quality of teaching.
- Monitoring progress and attainment and setting appropriate targets for improvement based upon relevant benchmarks.
- Ensuring that the curriculum meets statutory requirements, including the Diocesan policy on education.
- Designing and leading the delivery of a broad, rich and varied curriculum offer that meets the needs of all pupils.
- Understanding the importance of securing academic achievement as well as wider educational opportunities for all pupils.
- Establishing an outward facing culture as a basis for learning and sharing best practice within and between schools.
- Creating an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge to support each other and feel valued.
- Ensuring that there is continuity of learning and progression for all pupils.
- Ensuring that there is appropriate provision for pupils with special education needs or from disadvantaged backgrounds, to allow them to flourish.
- Ensuring that there is a daily act of collective worship and other events and activities which support the spiritual life of the School.
- Ensuring the effective delivery of the school's pastoral care, in line with the school's mission statement and learning values, promoting pupils' respect for others.
- Demonstrating effective leadership through good professional practice.

School Management

The Headteacher will operate the school effectively. The staff are the most important asset and so the Headteacher must ensure that staff together with all other resources are organised and managed to allow for an efficient, effective and safe learning environment. The Headteacher will need to collaborate with all stakeholders to ensure that resources are used effectively in order to achieve value for money.

Specific responsibilities include but are not limited to the:

- Effective deployment of staff which will promote: good management practice, positive participation, effective communication and clear procedures.
- Appointment and induction of new staff as required with regard to the Diocesan and local authority guidelines and advice.
- Maintenance of rigorous, fair and transparent systems and measures for: managing the performance of all staff, addressing any under-performance, supporting staff to improve and valuing excellent practice.
- Guaranteeing a safe, secure and well-maintained environment which stimulates learning and expresses the Catholic identity of the School, as well as safeguarding pupils.
- Maintaining positive partnerships with parents/carers which help to promote the mission of the school.
- Maintaining effective relationships with all other stakeholders including the parish, wider community, diocese and local authority.