

'...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

SCHOOL:	St Mary of Charity
JOB TITLE	Headteacher
SALARY/ SPOT POINT	Leadership Spine range (Equivalent to L12-L19)
REPORTS TO	Local Governing Body
DATE	1.9.21

This job description reflects the distinctive character of St Mary of Charity 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 outstanding teaching and learning and by securing the highest quality assessment procedures and outcomes for pupils' achievement and attainment.
- Determine and implement the 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 excellent attendance.
- To promote and safeguard the welfare of children, staff and visitors.
- Research and implement innovation
- Develop the role of St Mary of Charity as a system leading school

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.

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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.
- Maintain a duty of care to protect the well-being of the school team

Securing accountability

- Develop a 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.
- Fully engage in the Aquila peer review process and work collaboratively with colleagues for the benefit of all pupils

Strengthening community

- Engage with the local church and wider community to further develop partnerships, share resources, promote collective events and ensure advocacy for children and young people.

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PERSON SPECIFICATION

Qualifications

- Qualified Teacher with QTS
- Shows evidence of further professional development such as leadership and management training (NPQH/SL courses/ post graduate training at masters level) that led to a clear impact on personal and school performance.
- A practising Christian or must demonstrate significant Christian commitment.

Experience

- Successful strategic leadership and management experience as Head or Deputy Head.
- Experience of teaching in a primary school and can demonstrate passion about children's learning and development and understanding of the needs of individual children in education. Can provide evidence of researching and implementing innovation

Qualities

- Evidence of innovative thinking and overcoming challenging situations.
- Can demonstrate leadership of school improvement actions and their impact on pupil outcomes.
- Evidence of developing an effective, inclusive and rich curriculum.
- Clear understanding of recent developments in teaching and learning and education generally.
- Experience of a strong safeguarding ethos and culture within school.
- Strong evidence of a collaborative approach and capacity to become a system leader

Pupils and Staff

- Evidence of demanding ambitious outcomes for all children, as individuals, whatever their perceived barriers to learning.
- Evidence of developing effective leadership in order to secure school improvement priorities.
- Evidence of leading effective, impactful staff development and creating a culture where staff are proactive in their own development.
- Evidence of developing others through inspirational leadership, managing teamwork, conflict and influencing change by pursuing collective goals.

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Self-Improving School System

- Evidence of successful implementation of school improvement plan from concept to action.
- Evidence of development and maintenance of systems which ensure effective monitoring, evaluation and support to bring about significant and sustained improvements in teaching and learning.
- Evidence of developing effective working relationships with the governing body and with other schools
- Able to demonstrate a pro-active approach to engagement with the wider community.

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.