

Deputy Headteacher - Creating a culture of successful learning (Behaviour, discipline and Learning and teaching)

Specific Responsibilities

Leadership Team Responsibilities

To attend all Senior Leadership Team meetings.

To chair the L&T and pastoral meetings.

To contribute to whole school self-evaluation and school policies, acting as SLT link with named departments and year groups, undertaking learning walks and lesson observations.

To attend and provide briefings for relevant Governors' Meetings, particularly the Standards & Welfare and Finance, Premise & Staffing Committees.

To liaise with the finance manager on issues such as staffing and capitation.

To manage duty teams, whole school and PSA events and represent the school at BOSCEP events.

To line manage the AHT – Pastoral

- To support and develop work of AHT (Pastoral) to lead on the development of good behaviour and create a provision where students' special educational and emotional needs are met.
- Oversee the design, development and consistent application of the school's behaviour policy
- Oversee the reward and sanction systems in school and have a strategic overview of attendance, inclusion and exclusions.
- To have an overview of attendance and work with the attendance team to ensure that attendance is above the 96% threshold.
- Manage, oversee and coordinate as appropriate, pastoral issues referred from AHT

To Line manage the AHT - L&T,

- To support and develop work of AHT (Learning & Teaching) to lead on the development of learning and teaching, pedagogy and professional practice across the school
- Contribute, with the Headteacher, to school-wide policy development
- Contribute, with the Headteacher, to the effective financial management of the school
- Lead the development and implementation of the schools' quality assurance framework
- Take a lead on specific aspects of appraisal arrangements in school
- Take a lead on securing quality learning and teaching across the school, including developing practice and monitoring and evaluating the effectiveness of learning outcomes.
- To lead on the school lesson observation cycle ensuring it is in line with current Ofsted requirements.
- To develop, review and implement a programme of support for staff whose teaching "requires improvement" or is "Inadequate"

- Lead the development and implementation of curriculum innovation for learning.
- To manage the person i/c TLR for ITT and NQT induction.
- Lead the whole school self-evaluation process and report to the Headteacher and Governors regarding standards across the school
- To produce reports for the Headteacher, Governors, Diocese, LA or Ofsted.
- To develop experiences that would enhance the Spiritual, moral, social and cultural development of students
- Lead, manage and continuously develop a team of senior and middle leaders in school
- Take accountability for school-wide responsibilities and performance manage and take accountability for your team's performance
- To produce reports for the Headteacher and Governors as appropriate

Extra-curricular

The SLT is always represented at Parent Staff Association meetings and events throughout the year. We would expect any new member of our SLT to share this enjoyable commitment with us. There is also a division of labour within the SLT in terms of organising specific events and coordinating our extracurricular 'bucket list' activities.