

**Job Title:** Deputy Headteacher

**Salary:** L18 to L22

**School:** Robert Barclay Academy

### **Aim and main purpose of the job**

- In partnership with the Headteacher and Governors, to ensure that the aims of the school are met.
- To take a lead on raising standards of student attainment and achievement.
- In conjunction with the rest of the Senior Leadership Team, to provide strategic direction and day to day management for the school.
- To deputise for the Headteacher in case of his absence.

### **Key Areas of Responsibility**

The successful candidate will be expected to be able to take a leading role in the areas outlined below.

#### **Strategic Direction, Planning and Development**

The Deputy Head will:

- Work with the Headteacher and Governors to develop and implement a strategic direction for the school,
- Maintain commitment to a shared vision for the school which reflects its ethos and values,
- Provide strategic vision by keeping abreast of national developments and statutory requirements in terms of performance measures,
- Rigorously evaluate aspects of the school's work,
- Ensure structures and systems are in place to maximise student potential.
- Oversee the strategic lead for strengthening the quality of education

#### **Teaching and Learning**

The Deputy Head will:

- Ensure effective teaching and learning throughout the school within the consistent expectations outlined,
- Monitor, evaluate and develop the quality of education and student achievement,
- Benchmark and target, set for continuous and sustained improvement.

## Leading and Managing Staff and Students and Members of the Wider School Community

The Deputy Head will:

- Lead, motivate, support, challenge and develop staff to carry out their roles to the highest standards,
- Ensure effective performance management through monitoring, evaluation, feedback and encouraging self-evaluation,
- Promote effective communication and good relationships with students, staff, Governors, parents and the wider community,
- Have line management responsibilities for identified pastoral and academic areas.

## Efficient and Effective Deployment of Resources

In line with the School's Academy Development Plan, the Deputy Head will:

- Set priorities for expenditure, allocate funds and ensure effective management and control of the budget,
- Monitor and review resources to improve the quality of education to ensure efficiency and value for money.

## General

The Deputy Head will:

- Attend Governor meetings,
- Demonstrate a keen interest in all aspects of school life,
- Undertake any professional duties of the Headteacher reasonably delegated by the Headteacher,
- Carry out SLT duty responsibilities.

Whilst every effort has been made to explain the accountabilities and responsibilities for this post, each individual task may not be identified.

This job description is current, but following consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the post which are commensurate with the salary and job title.