



JOB DESCRIPTION

POST TITLE:	Headteacher
RESPONSIBLE TO:	Governing Body
SALARY:	£59,581
HOURS OF WORK:	Full time

JOB PURPOSE:

To provide strategic and inspirational leadership to both staff and pupils of Watcombe Primary School, creating a calm, caring and relaxing atmosphere where children feel valued and listened to; where ambitious standards are set for all pupils and where disadvantage and inequality are overcome.

MAIN DUTIES & RESPONSIBILITIES:

- To provide vision and inspiration for the school.
- To provide leadership, organisation and management of the school.
- To work with the governing body and staff to develop and implement the school's strategic plan.
- To work with the governing body to manage the school within the available resources.
- To ensure continual improvement and high quality, creative and fulfilling education across all age groups and abilities in order to maximise educational, social and emotional development for all.
- To develop standards of teaching, learning and achievement both in accordance with statutory requirements and in keeping with the special ethos of this school

Teaching & Learning

- To maintain and develop the quality of Education within the school by:
 - Ensuring that the School continues to provide excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and pupils' well-being.

- To further develop the School's culture of sharing best practice both within and outside to other schools, drawing on and conducting relevant research and robust data analysis.
- To create an ethos within which the wellbeing of staff is paramount and where all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.
- To support SLT and staff in a climate where excellence is the standard, leading to clear succession planning.
- To hold all staff to account for their professional conduct and practice.
- To demonstrate optimistic personal behaviour, positive relationships and attitudes towards their pupils and staff, and towards parents, governors and members of the local community.
- To lead by example - with integrity, creativity, resilience, and clarity – making effective use of own expertise and skills, and that of those around them.
- To ensure the delivery of a broad, holistic and creative education where pupils are strongly encouraged to learn independently to reach their full potential.

Leadership, management and accountability

- Continuing to work in an outward-facing way with other schools and organisations - in a climate of mutual challenge - to champion best practice and secure excellent achievements for all pupils.
- Developing and promoting effective relationships with fellow professionals and colleagues in other public services to improve academic and social outcomes for all pupils.
- Shaping the current and future quality of the teaching profession through high quality training and sustained professional development for all staff.
- Modelling entrepreneurial and innovative approaches to school improvement, leadership and governance, confident of the vital contribution of internal and external accountability.
- Inspiring and influencing others - within and beyond the school, thus promoting the importance of education in young people's lives and the value of education.
- Ensuring that all policies and procedures meet statutory requirements and are monitored and reviewed regularly.
- To sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development.
- Work with political and financial astuteness, within a clear set of principles centred on the school's vision, ably translating local and national policy into the school's context

Safeguarding, equal opportunities and diversity

- To be responsible for promoting and safeguarding the welfare of the children through ensuring that the school's safeguarding policy and procedures are adhered to.

- To Monitor with the Governors safeguarding, bullying, exclusions, attendance, health and safety, E Safety incidents, sexual harassment, sexual violence incidents and racial incidents.
- To be DSL (Designated Safeguarding Lead).
- To maintain an environment in which equal opportunities for all and the value of diversity are understood, visible and part of the everyday life of the school.
- To encourage personal and social responsibility.
- To identify and monitor the progress of all pupils with specific focus upon vulnerable individuals or groups and to implement such interventions as may be effective to support them including the use of Pupil Premium and SEND funding .
- To demand 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' outcomes.
- To consider the wellbeing and workloads of staff, encouraging coaching, mentoring and personal development so that all staff can achieve their full capability.

Parents, carers and the wider community

- To create and maintain an effective partnership with parents/carers to support and improve children's achievement and personal development.
- To ensure that the school engages and communicates with the parents/carers in order to provide them with necessary information and to encourage their involvement in the life of the school.
- To encourage and support the school's engagement with the wider community in order to promote a positive image of the school and to identify potential opportunities.
- To embrace and embed new technologies within the School and use these to the full advantage of the School, including as a communication tool to parents, marketing and promotion of the school.
- To undertake other duties appropriate to the grade of the post

Chair of Governors:

Date:

Employee:

Date: