



The Wavell School

Job Description – Assistant Headteacher – Behaviour and Culture

POST:	Assistant Headteacher – Behaviour and Culture
REPORTING TO:	Headteacher
GRADE:	L10 – L16
ROLE PURPOSE:	To lead, develop, and manage the school’s behaviour and culture strategy, ensuring a positive, inclusive, and aspirational environment that enables all students to achieve their full potential. To provide strategic direction and operational leadership for behaviour management, student welfare, and the promotion of a strong school ethos.
KEY RESPONSIBILITIES:	<ol style="list-style-type: none"> 1. Lead, develop, and implement the whole-school behaviour and culture strategy aligned with the school’s vision and values. 2. Ensure behaviour, attendance, rewards, sanctions, and exclusion policies are consistent, fair, and well understood. 3. Oversee the behaviour management system, ensuring consistent application across all year groups. 4. Analyse behaviour and attendance data to identify trends, plan interventions, and drive improvement. 5. Provide leadership, guidance, and quality assurance to the pastoral team, including Directors of Students. 6. Lead interventions for students with persistent behaviour concerns, collaborating with Inclusion, SEND, pastoral teams, and external agencies. 7. Lead the school’s anti-bullying strategy, ensuring proactive and responsive approaches to student well-being. 8. Oversee and refine rewards systems and student voice structures to promote engagement and positive behaviour. 9. Support teachers and pastoral staff in creating positive classroom environments. 10. Lead CPD on effective behaviour management strategies. 11. Model and coach best practice in behaviour management and student engagement. 12. Contribute to appraisal processes for staff with behaviour- and pastoral-related responsibilities. 13. Work closely with the Designated Safeguarding Lead to ensure student safety and well-being. 14. Liaise with external agencies to provide support for vulnerable students. 15. Act as an active, visible member of the Senior Leadership Team, contributing to whole-school strategic planning. 16. Lead and participate in assemblies, school events, and extracurricular activities. 17. Play a full and positive role in the wider life and ethos of the school community. 18. Undertake training, attend CPD days, and complete other duties as required. 19. Any other reasonable task at the Headteacher’s discretion.