



Assistant Head Teacher – Responsible for Curriculum and Assessment

Start Date: April 2026

Pay Scale: Leadership Level 6 – 10

Contract: Full time with 2.5 days teaching commitment

We are looking for an exceptional leader to join our Senior Leadership Team as Assistant Headteacher (Curriculum and Assessment). This is a unique opportunity to shape the academic vision and direction of our school while staying true to our values of offering outstanding enrichment opportunities and placing strong emphasis on pastoral care.

You will become part of an ambitious and forward-looking school at an exciting stage in our journey of improvement. We are seeking an inspiring and strategic leader who can drive the continued development and implementation of a curriculum and assessment framework that is both academically ambitious and fully inclusive. Your key responsibilities will include:

Strategic Direction of The School:

- In partnership with the Headteacher and Governors, establish and implement an ambitious vision and ethos for the future of the school
- Working with the senior leadership team in securing above national average outcomes for all students.
- Leading the strategic vision, design and implementation of a curriculum that reflects the school's mission.
- Leading the school's vision, design and implementation of assessment across the school
- Ensuring that curriculum planning supports a broad and balanced education, providing all students with the knowledge, skills and values they need to thrive.
- Working collaboratively with Subject Leaders and other Senior Leaders to secure consistency and excellence in teaching, learning and assessment.
- Leading on the use of data and evidence-informed practice to monitor curriculum impact and address areas for improvement.
- Leading on timetabling and compliance with national curriculum requirements.
- Lead by example to motivate and work with others.
- Strengthen partnership and community working.

Teaching and Learning:

- Inspect attainment data to identify patterns of underachievement and work with other leaders/teachers as necessary.
- Contribute significantly to the value-added analysis of a range of performance data for pupils within the school, using this to inform development planning.
- Work with key staff associated with the enrichment opportunities to plan the delivery of an appropriate enrichment curriculum for pupils.
- Encourage and support the development of teacher's skills in the assessment of children's levels of achievement using assessment materials.
- Oversee the development and delivery of training and support for staff.
- Lead the development and review of all aspects of the curriculum including planning, recording and reporting, assessment for learning and the development of a creative and appropriate curriculum for all pupils.
- With the Headteacher, lead the processes involved in monitoring, evaluating and challenging the quality of teaching and learning taking place throughout the school, including quality assurance to ensure consistency and quality.
- Ensure the systematic teaching of basic skills and recording of impact is consistently high across the school.
- Develop, review systems to ensure robust evaluation of school performance, progress data and actions to secure improvements to exceed local and national standards.
- Ensure through leading by example the active involvement of pupils and staff in their learning.
- Support the development of collaborative approaches to learning within the school and beyond.
- Have a teaching commitment according to the needs of the school as discussed with the Headteacher

Leading and Managing Staff:

- Work with the Headteacher to raise standards through staff appraisal.
- Lead regular reviews of all school systems to ensure statutory requirements are being met and improved on where appropriate.
- Ensure the effective dissemination of information, the maintenance of an on-going improvements to agreed systems for internal communication.
- Be a proactive and effective member of the senior leadership team.
- Ensure the day-to-day effective organisation and running of the school as appropriate.
- Work with the Headteacher to deliver an appropriate programme of professional development for all staff including quality coaching and mentoring, in line with the school improvement plan and appraisal.
- Promote and protect the health, safety and welfare of pupils and staff.
- Secure and allocate resources and deploy staff to support pupil achievement within the school.

Person Specification

SHOW A COMMITMENT TO:		
Safeguarding and promoting the welfare and wellbeing of all pupils	E Raising standards and outcomes for all pupils and securing excellence	E
Providing opportunities for all pupils to develop as confident, creative individuals with high self-esteem		E
Valuing all members of the school community		E
Working in partnership with governors, parents, and the wider community		E
Effective teamwork and collaboration within the school and with external partners		E
Inclusion		E
Using and promoting new technologies across the school		E
QUALIFICATIONS:		
Graduate-level qualification or equivalent and QTS		E
Evidence of relevant professional development		E
Safeguarding training		E
Achieved or working towards National Professional Qualification for Senior Leadership (NPQSL) or equivalent professional training relevant to the position		E
Safer Recruitment Training		D
EXPERIENCE:		
Previous experience as a Middle Leader or Senior Leader within a primary school setting		E
Teaching experience across KS1 and KS2		E
Knowledge of EYFS		E
Contributing to the strategic direction and whole school development		D
Making positive use of the social and cultural diversity within the school and surrounding community		E
Working in a challenging, diverse community		D
SAFEGUARDING, EQUALITY & INCLUSION:		
Demonstrate knowledge and understanding of safeguarding and child protection		E
Evidence of commitment to promoting the welfare and safeguarding of children and ensuring all staff and volunteers share this commitment		E
Demonstrate knowledge and understanding of equality and the relevant legislation linked to this		E
Evidence of commitment to promoting an inclusive environment for all pupils		E
Actively draws on the diversity within the school community to enhance learning and supports the academic, moral, spiritual, social, and cultural development of all pupils		E
KNOWLEDGE, ABILITIES & SKILLS:		
Proven ability to promote and achieve high standards of learning and attainment		E
Ability to think strategically, to build and communicate a school vision of excellence and equality that sets high standards for every pupil		E
Demonstrates a clear understanding of the essential qualities necessary for effective teaching and learning		E
Ability to set and achieve ambitious, challenging goals and targets		E
Can inspire, challenge, motivate and empower colleagues and pupils to achieve their potential		E
Ability to acknowledge excellence and challenge poor performance across the school		E
Can collect and evaluate data to understand the strengths and development opportunities of the school to support the production of the School Improvement / Development Plan		E
Analyse data to evaluate performance, and plan appropriate action for improvement		E
Evidence of leading curriculum development		E
Knowledge of a wide range of strategies for managing pupil behaviour		E
Ability to identify the professional development needs of all staff through monitoring and performance management processes		E
Ability to deal successfully with situations that may include change and/or conflict resolution		E
Evidence of managing budgets and resources effectively		D
Ability to engage the school community in the systematic and rigorous self-evaluation of the work of the school		D
Knowledge of how to combine the outcomes of regular school self-review with external evaluations to develop the school		D
Evidence of building / developing and maintaining effective relationships with all members of the school, including parents, pupils, staff and governors and the wider community to enhance the education of all pupils		E
PERSONAL ATTRIBUTES:		
Possesses excellent written and oral communication skills		E
Has the ability to prioritise, plan and organise yourself and others		E
Can work to deadlines, and prioritise work streams		E

Thinks creatively to anticipate and solve problems	E
Demonstrates the ability to embrace and enable change	E
Demonstrates good judgement and emotional intelligence	E
Remains resilient, robust and calm under pressure	E