

JOB DESCRIPTION

Assistant Headteacher to lead the Curriculum Pathway for students with profound impairment, multiple disabilities (known as PMLD)

Job Purpose

To be accountable for the strategic development of the vocational curriculum pathway for students with profound impairment, multiple disabilities:

- To inspire, motivate and influence staff and students, in securing the highest standards of learning and teaching in order to promote the highest standards of progress and development for students.
- To be accountable for raising standards through leadership of school improvement areas.
- To engage all relevant staff collaboratively in the development of the provision.
- To demonstrate effective and creative leadership of teams in order to secure sustainable school improvement.

Reporting to

The Headteacher, Deputy Headteachers and Local Governing Body of Co-op Academy Southfield.

Responsible for

The performance of staff working within the Pathway

Key relationships

With the Core SLT, Care Team, Pathway Leaders for Pathway to Independence, Communication & Interaction pathway, Vocational curriculum, and middle leaders and teaching staff in the Pathway team.

Core Duties

- To work as part of the leadership team in order to support the strategic leadership of the school.
- To provide access to expertise and professional development for staff, through formal and informal approaches to training and CPD.
- To lead a team in order to raise attainment and secure school improvement.
- To lead by example and take a leading role in developing leadership in others, through the CPD programme.
- To be an excellent role model for all members of staff and students and to maintain a positive and visible presence around the school.

- To work collaboratively in order to monitor, review, evaluate and improve learning across the academy.
- To comply with any reasonable request from the Headteacher to undertake work of a similar level not specified in this job description.
- To ensure procedures are understood and followed in order to safeguard our students and colleagues.

Specific duties:

- To be accountable for measuring, monitoring and improving standards within Southfield school.
- To ensure that provision offers a continuum of differentiated opportunities for students to maximise their attainment and achievement.
- To fulfil the duty of an Assistant Head teacher to act as a 'Teacher in Charge' by managing daily operations in line with school policies and procedures e.g. managing daily cover.
- To ensure that there is a robust team approach to quality assurance and that it leads to increased student progress.
- To develop the distributive leadership model and maximise the contribution and collaboration of all staff.
- To work with the relevant staff to develop an effective parental engagement programme.

Professional expectations

Leaders will:

- Put students first and their safety foremost;
- Ensure that safe systems of operation are in place, are known and followed. Listen, support, direct and enforce consistently Make efficient & effective use of resources Model good professional practice in all areas of the school's business Demonstrate consistent compliance with school policies, codes of conduct etc.
- Consider all staff's interests equally & respond to staff fairly and with regard to the school's priorities;
- Use all means to overcome barriers to learning and achievement;
- Support the professional development of colleagues;
- Participate in professional development opportunities;
- Model the Ways of Being Co-op for staff and students in their Pathway to follow:
 - Do what matters most
 - Be yourself always
 - Show you care
 - Succeed together