

<b>Salary:</b>	Leadership Pay Scale L8-L12
<b>Responsible to:</b>	Deputy Headteacher
<b>Date of Job Description:</b>	September 2023

## Purpose of the Role:

- Supporting DH/THT on key strategic strands
- Responsible for the delivery and accountability of specific strands of the AIP
- To support the whole SLT to drive continuous school improvement

## Main Duties

### General Duties:

- To act in accordance with FCAT's policies and procedures.
- To act as a role model and work in accordance with the Trust values: pride, ambition, respect, resilience, integrity and excellence.
- To encourage and promote non-discriminatory behaviour and ensure equality and diversity is sustained within FCAT and our academies.
- To ensure compliance with the General Data Protection Regulations and maintain confidentiality in your working practices each day. To ensure compliance with FCAT's Health and Safety Policy at all times.
- To adhere to FCAT's Safeguarding policy and procedures to ensure that the duty of care for all staff, including yourself to protect children and young people is maintained.
- Any other tasks and responsibilities reasonably appropriate to this post and grade.
- To attend mandatory training and participate in performance development as required.
- To work in support of the Team FCAT Work and Wellbeing Charter.

### School vision and culture

- To support the Deputy Headteacher and the Headteacher in implementing the actions required to achieve the desired vision and culture of the school by leading on key areas of the action plan.
- To model throughout the school, its vision and values.
- To support the Headteacher with working within the Local Governing Body.

## **Quality of Education**

- To work alongside the SLT in developing most effective strategies towards teaching and learning and curriculum development
- To model in their own practice the very best standards in teaching and learning
- To lead and support others in key areas of T&L and/or the curriculum.

## **Leadership, managing and developing people and resources**

- To lead on the effective and supportive management of staff.
- To support colleagues' professional and personal development through effective and appropriate constructive feedback.
- To be a role model (for all stakeholders) who leads in inspiring a supportive environment which encourages accountability, collaboration and continuous development of all staff.
- To promote and support the DHT in enabling others to follow Team FCAT's Work and Wellbeing Charter.
- To ensure continuous improvement through scoping educational developments and initiatives, both locally and nationally.

## **SEND**

- To support the highest ambition for pupils with additional needs & promote inclusivity
- Supporting colleagues with strategies to support pupils with additional needs.
- Monitoring the quality of the provision for children with additional needs

## **Safeguarding and inclusion**

- To lead and promote a strong culture of safeguarding and inclusion
- Supporting colleagues with the implementation of systems and processes to support the safeguarding of pupils.
- Monitoring the quality of safeguarding provision for pupils.

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### Assistant Headteacher: (SEND & SEMH; Personalised Provision)

- Strategic lead and overall responsibility for SEND//LAC/Vulnerable admissions for the improvement and planning of associated sections of the Academy Improvement Plan.
- School QA and Self Evaluation; SEND & SEMH Personalised Provision.
- Strategic responsibility for sharing best practice in SEND areas and developing best practice in terms of teaching and learning for SEND.
- Strategic responsibility for the development of 'nurture provision'
- To lead, manage and hold to account individuals as outlined in the academy's line management structure.
- Responsible for leading on the development, implementation of pupil premium strategy and monitoring the impactful expenditure of PP funding received.