

GLF Schools - Job Description

Job Title	Assistant Headteacher - Curriculum	Job Reference	TBSAHT0525
Location	The Beacon School	Travel required	Occasionally
Core purpose			
<ul style="list-style-type: none"> • The Assistant Headteacher will work in partnership with the Deputy Headteachers and Headteacher to provide professional leadership and management to the school. • To be responsible for ensuring and supporting the educational success of the school within the overall framework of the Multi Academy Trust as well as the individual school strategic plan. • To achieve success for all members of the school community within a culture of continuous innovation and rigorous review, the Assistant Headteacher will shape the school's future by vision, leadership and direction and promote excellence, equality and high expectations of all students in both academic and extra-curricular achievements. • Continuously explore modern technologies and education initiatives to create a safe and productive learning environment that is engaging and fulfilling for all students and staff. • It is the duty of the Assistant Headteacher to deploy resources effectively to assist in achieving the schools aims and to support and develop its distinctive ethos. 			
Key Accountabilities			
Strategic leadership			
<ul style="list-style-type: none"> • Collaboratively working with the Deputy Headteachers and Headteacher to develop the shared vision and strategic plan for the school which inspires and motivates students, staff and all other members of the school community. • Developing a nurturing environment where every child is supported and challenged to meet their full potential. • Promoting the school's vision and values within all aspects of the school. • Leading and developing colleagues' performance so as to maximise the progress of all students. • Creating, maintaining and enhancing effective working relationships amongst all members of the school community. • Setting targets, monitoring performance and reviewing the progress of staff according to the appraisal/performance management cycle of the school. • Leading school initiatives that support the development of enriched and innovative experiences. • Providing CPD through modelling best practice, coaching and INSET. 			
Responsibilities			
<ul style="list-style-type: none"> • To work alongside the Deputy Headteachers and Headteacher to secure and sustain best possible outcomes for all students by promoting effective teaching and learning throughout the school, monitoring and evaluating the quality of provision and using available data to set priorities for improvement. • Acting within the framework of present and future policies, paying particular attention to the policies for equality, safeguarding of students' special educational needs and behaviour for learning. 			

<ul style="list-style-type: none"> • Ensure a consistent and continuous focus on student's achievement through monitoring and using data effectively for measuring student's progress, with a focus on ensuring that accelerated progress for low achievers and underperformers is developed and embedded. • Promote a culture of challenge and support for all students to enable them to achieve success and become engaged in their own learning. • Implement and support strategies that secure high levels of attainment across the school.
Securing accountability
<ul style="list-style-type: none"> • To account for and support the efficiency and effectiveness of the school to the rest of the SLT, school strategic board and GLF board. • Build and develop a school ethos which enables everyone to work collaboratively, share knowledge and understand, celebrate success and accept responsibility for outcomes. • Provide support to the Headteacher and Deputy Headteachers, teaching and support staff, with specific responsibility for inclusion and members of the team as directed by the Headteacher. • Implement and monitor positive behaviour management strategies to support all students' social and emotional aspects of learning. • Lead on specific areas of the school development plan as directed by the Headteacher. • Contribute to the self-evaluation of the school. • Line manage Middle Leaders and hold others to account for their areas of leadership. • Ensure a consistent approach to the teaching of SEND, disadvantaged students and key groups across the school. • Lead by example and demonstrate an enthusiastic approach to the development of a personalised and innovative whole school curriculum.
Strengthening community
<ul style="list-style-type: none"> • Work effectively with other educational institutions locally and further afield building effective partnerships. • Build and maintain effective relationships with parents, carers, partners and the community that enhance the education of the students and the wider community.
Operational responsibilities
<ul style="list-style-type: none"> • Provide support to the Deputy Headteachers and Headteacher on effective organisation and management of the school and identify ways of improving organisational structures and functions based on self-evaluation. • Ensure compliance with education statute and employment legislation. • Ensure safeguarding of students and health and safety of all students and staff.
Accountability
<ul style="list-style-type: none"> • The Assistant Headteacher will report to the Deputy Headteachers, Headteacher and GLF board, who have the overall responsibilities for standards within the school. • GLF Schools expects its employees to work flexibly with the framework of the duties and responsibilities above. This means that the post holder may be expected to carry out work that is not specified in the job profile, but which is within the remit of the duties and responsibilities.
Safeguarding
<p>GLF Schools is committed to safeguarding and promoting the welfare of students, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The successful candidate will have to meet the person specification and will be required to apply for a</p>

DBS disclosure. We particularly welcome applicants from under- represented groups including those based on ethnicity, gender, transgender, age, disability, sexual orientation or religion.