# Job details

**Salary: L9 – L13**

**Location:** Kimberworth Community Primary School, Kimberworth Road, Rotherham, S61 1HE

**Contract type:** Permanent Full-Time

**Reporting to:** Headteacher

**Main purpose**

The role of the Deputy Head Teacher is integral to the leadership and management of the school. They will be the ‘critical friend’ of the Head Teacher and will support the Head in delivering the vision for the school. The role will be varied and developing and will include the leadership of English across the school and a KS2 teaching commitment as directed by the Head Teacher. The successful candidate will also take on the role of deputy designated safeguarding lead. In addition, the Deputy Head Teacher will be expected to assist the Head Teacher in identifying areas of improvement and developing and delivering the school improvement plan to address these. Fundamental to the role is the ability to act up in the absence of the Head Teacher.

**Duties and Responsibilities**

**Strategic Leadership**

* Ensure the vision and values of the school are clearly articulated and demonstrated in everyday practice.
* Act as "critical friend" and provide effective professional challenge and support to the Head Teacher.
* Deputise for the Head Teacher and when required act up in the absence of the Head Teacher.
* Demonstrate a relentless drive to improve the school and go the extra mile.
* Support the development and implementation of school improvement planning and self-evaluation.
* Lead by example, articulating a clear moral purpose and relentlessly focusing on providing excellent outcomes for all children.
* Be an integral member of the school leadership team and the Governing body
* Keep up to date with developments in education and have a good knowledge of education systems locally, nationally and globally.
* Support the day-to-day management of the school.

**Teaching and Learning**

* Consistently demonstrate high quality teaching and learning, maintaining a classroom that is inspirational for other staff and provides an outstanding environment for learning.
* Undertake a timetabled KS2 teaching commitment as directed by the Head Teacher.
* Demonstrate a culture of ‘open’ classrooms; model and share best practice.
* Raise standards in teaching and learning across the school, by supporting and developing others.
* Develop high expectations and a strong culture for behaviour management, in line with the school’s policy.
* Support high quality CPD, driving the development of teaching and learning.

**Curriculum Leadership and Development**

* Strategic leadership of the development and refinement of the school’s curriculum.
* Support subject leaders in the development and effective implementation of their curriculum areas.
* Lead the development of English across the school.

**Quality Assurance and standards**

* Support all staff in achieving personal and professional goals, fostering a culture of high performance.
* Demand ambitious standards for all children, instilling a sense of accountability in staff for the impact of their work on pupil outcomes.
* Contribute to the tracking and reporting of pupil progress and attainment across the whole school.
* Contribute to presenting an accurate account of the school’s performance to a range of audiences -Head Teacher, governors, and parents/carers.
* Contribute to monitoring a range of activities, including work scrutiny, planning, and pupil voice and monitor the impact.

**People Management**

* Lead appraisal for allocated staff, reviewing and setting annual targets and holding to account for their performance, including making recommendations for pay performance to the Head Teacher.
* Take the lead role in the induction of new staff/trainees etc
* Mentor any ECTs the school may have
* Provide appropriate support to staff in agreed areas for development, creating a culture to improve and value excellent practice.
* Robustly challenge under-performance, where appropriate.
* Build and maintain strong, effective partnerships with governors, parents, and the wider community.
* Assist in the recruitment of staff, following policies and procedures.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the deputy headteacher will carry out. The postholder may be required to do other duties appropriate to the level of the role.