**Deputy Headteacher AcHievement and Evaluation**

**Job Description**

**Salary: L26 – 30**

**Responsible to: Headteacher**

**Core purpose**

All members of the Senior Leadership Team (SLT) share responsibility for providing leadership and strategic direction with regard to school culture, vision and policies. This includes, but is not limited to: student achievement; maintenance of good behaviour and discipline; support and challenge of colleagues; having and demanding high standards; encouragement and support for school activities; and both maintaining and promoting the outstanding reputation of the school. There is a shared senior team responsibility for whole school planning, monitoring, review and evaluation.

**Specific responsibilities**

1. Identification and monitoring of under-achieving groups.
2. Ensuring the closing of achievement gaps between under-achieving groups and all students.
3. Closing the gap between female and male achievement.
4. Implementation and monitoring of ‘catch-up’ and similar programmes.
5. Whole school intervention strategies (with relevant AHTs)
6. Pupil Premium strategy and budget.
7. EMA strategy.
8. Whole school Literacy and Numeracy programmes.
9. School House system and student leadership, including ensuring positive representation of under-achieving groups in student leadership roles.
10. Liaison with Key Stage AHTs to ensure effective running of House system and student leadership teams.
11. Development of the cultural capital of the student body, with a particular focus on more culturally disadvantaged groups.
12. Supra-curricular programme, including ensuring positive representation of under-achieving groups in participation.
13. Monitoring student attendance to supra-curricular activities and taking action to address any shortfalls with regard to the representation of under-achieving groups.
14. Co-ordinating the completion of the whole school evaluation and improvement document (SEID).
15. Completing bi-annual monitoring reports of progress towards SEID targets.
16. External validation and review of the school, including, but not limited to benchmarking against similar schools and participation in relevant school improvement programmes.
17. Line management of relevant Assistant Headteachers and line management of faculties as required.
18. Liaising with and producing reports for the Governing Body and attending meetings as required.
19. Teaching for an appropriate proportion of the week.
20. Keeping up to date with developments relating to this job description and liaising with/training colleagues as required.
21. Planning/convening/chairing/attending meetings as required.
22. Representing the school to a variety of audiences.
23. Leading assemblies.
24. Participating in SLT duties.
25. Carrying out duties and responsibilities commensurate with the post necessary for the smooth running of the school as required by the Headteacher.
26. Carrying out duties and responsibilities as set out in the current School Teachers’ Pay and Conditions Documents and Acts.
27. Deputising for the Headteacher as necessary.

In accordance with paragraph 51.4 of the School Teachers Pay and Conditions Document, the working days provisions at paragraph 51.2 do not apply to this post.