**Deputy Headteacher**

**Main Purpose**

The deputy headteacher, under the direction of the headteacher, will play a major role in:

* Formulating the aims and objectives of the school
* Developing and establishing policies for achieving these aims and objectives
* Managing staff and resources to that end
* Monitoring progress towards the achievement of the school’s aims and objectives

If the headteacher is absent, the deputy headteacher will deputise, as directed by the governing board. The deputy headteacher will also be expected to fulfil the professional responsibilities of a headteacher, as set out in the School Teachers’ Pay and Conditions Document (STPCD).

**Qualities**

The deputy headteacher will:

* Uphold public trust in the school’s leadership and maintain high standards of ethics, behaviour and professional conduct
* Build positive and respectful relationships across the school community
* Serve in the best interests of the school’s pupils

**Duties and Responsibilities**

In the first year, teach a mixed class of Year 3 and Year 4 pupils three days per week:

* Plan and deliver engaging, differentiated, and developmentally appropriate lessons that cater to the diverse needs and abilities of both Year 3 and Year 4 pupils.
* Create a positive and inclusive learning environment that fosters a love for learning, encourages curiosity, and promotes the social-emotional growth of pupils.
* Collaborate closely with the other teacher responsible for teaching the mixed class on the remaining two days of the week.
* Regularly assess and track the academic and personal development of individual pupils in the class.

Curriculum Leadership and Development:

* Collaborate with the headteacher and senior leadership team to develop and implement a comprehensive, engaging, and well-balanced curriculum for the primary school.
* Lead on the implementation and embedding of the Curriculum with Unity Schools Partnership (CUSP) to ensure it aligns with our school’s aims and values, reflects best practices, and meets the needs of diverse learners.
* Monitor and evaluate the effectiveness of the curriculum, identifying areas for improvement and implementing appropriate adjustments.

Teacher Professional Development:

* Organise and lead regular CPD sessions to enhance teachers' subject knowledge, teaching methodologies, and pedagogical skills.
* Foster a culture of continuous professional development, encouraging teachers to stay up-to-date with educational trends and research.
* Provide guidance and support to teaching staff in delivering the CUSP curriculum.

Curriculum Differentiation and Inclusion:

* Collaborate with the school's Special Educational Needs Coordinator (SENCO) to ensure that the curriculum is inclusive and meets the needs of pupils with diverse learning abilities.
* Develop strategies and resources to differentiate instruction and accommodate varying learning styles, ensuring that every child has access to a high-quality education.

Curriculum Compliance and Reporting:

* Stay informed about changes in national curriculum standards and ensure that the school remains compliant with relevant educational regulations and guidelines.
* Prepare reports and present updates on curriculum developments and outcomes to the school's governing body, parents, and other stakeholders.

Team Leadership and Communication:

* Lead and support the KS2 team, providing guidance and direction to ensure the effective implementation of the curriculum, consistent teaching standards, and the highest levels of pupil achievement within KS2.
* Work closely with the headteacher and other senior leaders to foster a positive and cohesive school culture.
* Lead and support curriculum coordinators and subject leaders, promoting collaboration and effective communication among staff members.

Pastoral Care and Pupil Well-being:

* Promote positive and inclusive learning environment that prioritises the well-being of pupils.
* Collaborate with pastoral staff to address any curriculum-related concerns impacting pupil welfare and progress.

***Attend Governance Board meetings in the absence of the headteacher.***

***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.***