

Job Description

Title of post	<i>Deputy Headteacher - Byron Primary School, Bradford Hub</i>
Salary	<i>L12 – L16</i>
Hours of work	<i>Full Time</i>
Line manager and responsible for reviews	<i>Headteacher</i>

Purpose of the Post

Northern Star Academies Trust is committed to recruiting exceptional individuals to join our Trust Partnership. We are seeking a dynamic and inspirational **Deputy Headteacher** to work closely with the Headteacher in all aspects of school leadership. The ideal candidate will be a visionary leader, able to inspire, motivate, and drive excellence across the school community

Duties and responsibilities

Leadership

- Collaborate with the Headteacher to articulate and communicate a clear, compelling vision for the school, driving strategic leadership and empowering all pupils and staff to excel.
- Play a key role in shaping policy, development, and organisation by contributing to management decisions and supporting the preparation, implementation, and monitoring of the academy development plan.
- Take full responsibility for the leadership and management of the school in the Headteacher's absence.
- Model and maintain the highest standards of classroom practice, organisation, and professional conduct.
- Inspire, support, and motivate staff, fostering positive relationships and promoting a collaborative, high-performing culture.
- Build and maintain strong, effective partnerships with trustees, governors, parents, and the wider community.
- Support the Headteacher in establishing rigorous, fair, and transparent systems for staff performance management, addressing underperformance, nurturing professional growth, and celebrating excellence.
- Ensure that policies and practices are informed by national, local, and school data, as well as the latest research and best practice.
- Uphold and actively promote the aims, ethos, and values of the school.
- Champion and support the implementation of the **NSAT Culture Code**, embedding its principles across the school community.
- Collaborate with the Headteacher to create an environment and culture that fosters outstanding teaching, effective learning, and high standards of achievement and behaviour.
- Contribute to staff development by identifying training needs and supporting the delivery of high-quality CPD and INSET opportunities.

Quality of Education

- Serve as the lead professional in driving the continuous improvement of teaching, learning, and student achievement, setting and maintaining high expectations for both students and staff.
- Ensure the delivery of consistently high-quality teaching and learning across the school by implementing and sustaining robust monitoring, evaluation, and review processes.
- Take joint responsibility for the School's Self-Evaluation, providing a clear, accurate, and insightful analysis of the school's performance to a wide range of audiences.
- Regularly monitor and evaluate pupil achievement and attainment, identifying strengths and areas for development across the school.
- Lead by example as both a teacher and a leader, demonstrating high standards of teaching that inspire excellent pupil attainment, behaviour, and motivation.
- Support subject leaders in the development and effective implementation of their curriculum areas, ensuring alignment with the school's strategic goals.
- Monitor the quality of teaching and learning in line with school policy, offering constructive feedback and targeted support to drive continuous improvement.
- Set ambitious yet achievable expectations for staff and pupils, establishing clear targets for improvement in both student achievement and teaching quality.
- Contribute to the development and refinement of the school's curriculum, ensuring it meets statutory requirements and prepares students effectively for their next steps in education.
- Support all staff in achieving personal and professional goals, fostering a culture of high performance and aligning development with the school's overarching aims.

Recording and Assessment:

- Keep the Headteacher, senior leaders, and governing body informed of the effectiveness of educational provision and pupil outcomes across the school.
- Play a key role in the target-setting process to raise achievement and track progress against school improvement priorities.
- Assist in monitoring pupil progress, identifying areas for intervention, and ensuring action plans are in place to address any emerging issues

Other Areas of Responsibility

- To take the role of Designated Safeguarding Lead or Deputy Designated Safeguarding Lead, as required
- A teaching commitment, as required.
- Oversee staff absence and cover arrangements, working in conjunction with the administrative team.
- Lead and manage before and after school provision.
- Lead on the school's Pupil Premium strategy.
- Lead on the implementation of all Statutory Assessments, working collaboratively with the Assistant Headteacher.

Generic Responsibilities

- Work within the NSAT Conditions of Service
- Support and promote the ethos, policies and development plan of the Academy/Trust
- Take part in performance management procedures within the Academy/Trust
- Attend and contribute to appropriate professional development meetings and training activities
- Undertake whatever other duties might reasonably be requested by the Head of Academy or Line Manager subject to appropriate competence and training
- Adhere to the NSAT Staff Code of Conduct

This job description will be reviewed regularly and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the role in relation to the post holder's professional responsibilities and duties.