



JOB DESCRIPTION

Job Title:	Deputy Headteacher – Quality of Education
Start Date:	January 2026
Responsible to:	Headteacher
Salary:	L4-L6

1. Core Purpose of the Post

- To work with the senior leadership team to define and maintain the vision, Distinctive Christian Character and direction of the pastoral provision and support for behaviour and attitudes across the school.
- Develop interventions, use of Restorative/reflective and pastoral support to improve the behaviour and conduct of children.
- Support teacher and staff development so that they apply policies and systems in a way that improves student engagement with school and learning.
- To assist the Headteacher with the day to day smooth running of the school and provide professional leadership and management of areas of school development which will be negotiated depending on the expertise, experience and interests of the successful candidate.

Main Areas of Responsibility

- To assist the Headteacher with the day to day smooth running of the school.
- Be a high-profile visible presence during the school day and at school events.
- Represent the school within the local and wider community as required.
- Uphold public trust in school leadership and maintain high standards of ethics, behaviour and professional conduct.
- Build positive and respectful relationships across the school community including with parents/carers.
- Report to stakeholders e.g. governors or parents on successes, achievements as required.
- To contribute to Inspection readiness and success.

Pupil Progress and Outcomes

- Take responsibility for the progress and achievement of a class of pupils, ensuring robust systems are in place to monitor and improve outcomes.
- Take responsibility for the progress and achievement of all primary phase pupils for phonics and reading, ensuring robust systems are in place to monitor and improve outcomes.
- Work collaboratively with SEND and key personnel to ensure all children—including those with additional needs—receive a high-quality education tailored to their needs.
- Ensure that strategies for assessment, feedback, and reporting are impactful, consistent, and aligned with whole-school policies.

Whole-School Ethos and Strategic Leadership

- Actively contribute to the school's vision, Distinctive Christian Character, and strategic direction as a member of the senior leadership team.
- Promote the school's values, restorative approach and Distinctive Christian Character, ensuring they underpin all aspects of primary phase
- Represent the primary phase in whole-school decision-making processes, ensuring the needs and perspectives of younger pupils are integral to planning and initiatives.
- Lead by example in promoting inclusivity, diversity, and high aspirations for all members of the

school community.

Communication and Liaison

- Attend and contribute to directed time meetings including the Senior Leadership Team meetings.
- Assist and contribute to the whole school improvement plan and relevant faculty improvement plans.
- Liaise with members of the pastoral team, SEND team, parents/guardians in order to support the removal of barriers to learning.
- Work with relevant leaders of educational/work place providers to ensure children secure next steps.
- Communicate and work with School Council to support school development.

General

- Promote and prioritise safe working practices including following the statutory Keeping Children Safe in Education guidance.
- Participate in the appraisal process as determined by the school.
- Read and familiarise yourself with school policies and any updates provided.
- Fulfil pastoral responsibilities including leadership of a pastoral team and of Collective Worships.
- Contribute to the overall social and cultural life of the school.

