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| **Job Title** | **Deputy Headteacher****Policy and Practice** | **Assistant Headteacher****Quality of Teaching, Teacher Education and Staff Development** | **Assistant Headteacher****Learning, Assessment, Data and Progress** | **Deputy Headteacher****Christian character and Academic Purpose** |
| **Responsibility & Purpose** | Policies and practicesProfessional standardsParental engagement & home-school communicationPastoral leadershipPrimary-secondary transition | Leadership at KS3*Whole school:* Culture of high aspirations/expectationCPD and ITT / ECFStaff developmentReview of teaching and learningDeveloping staff use of technology | Leadership at KS4*Whole school:* System of assessmentProgress dataReportsExams | Curriculum leadershipCurriculum development KS3 – foundation KS4 – range  6th Form – depthSixth Form – vision, & future directionDeveloping the school’s Christian character & calling  |
| **Teaching** | 8/30 | 12/30 | 12/30 | 8/30 |
| **Planning****and Development** | * Pastoral provision & leadership
* Attendance
* Discipline
* Pupil Support
* Pupil Welfare
* PPG and Disadvantaged pupils
* Safeguarding
* Health & safety
* KS3 curriculum
* Oversight of SEND
* Staff appraisal
* Communication with parents
* Relationship with primary schools
 | * ITT
* Development of teaching
* Staff needing support
* Teaching review + leadership of teaching and formative assessment
* CPD
* Work with external providers
* KS3: vision, organization, teaching, learning, assessment, achievement & progress
* Website & public communication
 | * 14-16
* Leading learning
* Assessment, recording and reporting
* Public Exams
* KS4: vision, organisation, planning, teaching, learning, assessment ; achievement & progress
* Target-setting
* Progress data
* Tracking at all Key Stages
* Understanding of summative assessment
* Mentoring
 | * Curriculum needs, staffing and plan
* 16-19 policy, curriculum, progression
* ICT strategy
* Sixth Form retention and recruitment; pastoral care; teaching; learning; assessment; achievement
* Careers
* Gifted & Talented
* Curriculum review
* Timetable
* Equality action plan
* School Council
* Extra-curricular activities
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| **Departments** | To be assigned in a way which fits with the agreed responsibilities above.  |