**JOB DESCRIPTION**

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| **Job Title** | Deputy Headteacher – Teaching Excellence |
| **Reports to** | Headteacher |
| **Liaison with** | Students, Parents, Staff, SLT, Governors, External Bodies |
| **Line Management** | Lead Practitioners, Associate Headteachers, and relevant academic and associate staff |
| **Job Purpose** | As the Deputy Headteacher for Teaching Excellence, you will be the school’s lead professional for pedagogy and curriculum innovation, relentlessly focused on improving the quality of teaching, raising standards, and delivering a world-class education for all students.  You will lead with integrity and purpose, inspire with clarity, and work collaboratively to create a culture where high expectations, inclusive practice, and continual improvement are the norm. |
| **Core Duties & Responsibilities** | **Strategic Leadership & Vision**   * Support the Headteacher in realising and embedding the school’s vision and strategic direction. * Lead the development of a **Teaching and Learning culture** grounded in research, excellence, and inclusivity. * Shape and deliver the **Teaching & Learning elements** of the School Improvement Plan. * Set, communicate, and model the highest standards of professional practice and student achievement. * Ensure the school remains **at the forefront of educational innovation**, including the strategic application of AI in education.   **Teaching, Learning & Curriculum Innovation**   * Champion excellence in classroom practice across all phases and subjects. * Lead on the development and quality assurance of pedagogy, assessment, and curriculum delivery. * Coach, mentor and develop staff at all career stages, including through the line management of Lead Practitioners and Associate Leads. * Embed a culture of professional dialogue, reflection, and continuous improvement. * Monitor and evaluate the impact of teaching through robust QA processes (lesson visits, student voice, work scrutiny, data analysis). * Design and oversee the CPD strategy to meet whole-school and individual development priorities. * Promote outstanding **feedback and assessment for learning** from Year 7–13. * Oversee the design and QA of summative assessments, home learning, revision, and explore the **Dynamic Progress Reporting (DPR)** system.   **Accountability & Impact**   * Lead on all aspects of self-evaluation (SEF), reporting, and Ofsted preparation related to teaching and learning. * Ensure statutory compliance and oversight of all teaching-related policies. * Champion the development and QA of written reports and assessment schedules. * Monitor and report on teaching standards across subjects, leading subject area reviews and improvement planning. * Coordinate and respond to DfE communications relevant to pedagogy, curriculum, and assessment. * Serve as **Year 13 Champion**, ensuring excellent outcomes and post-18 transitions.   **Culture, Inclusion & Community**   * Be a visible and influential presence across the school—before/after school, at breaks, lesson transitions, and in the classroom. * Embed a "never walk by" culture of collective responsibility, where all staff uphold high expectations. * Lead on staff inclusion initiatives, with strategic oversight of the **Equalities Act**, including gender, menopause, and staff wellbeing. * Foster meaningful engagement with parents, carers, governors, and students around learning and progress. * Create new enrichment provisions from the bottom up based on cultural capital, student leadership and adventure beyond the classroom.   **Collaboration & Professional Development**   * Build and lead a learning culture that thrives on collaboration, both within school and across networks. * Facilitate external scrutiny and professional partnerships that drive improvement. * Model lifelong learning and seek leadership development opportunities in agreement with the Headteacher. |
| **General SLT Responsibilities**  **General** | * To undertake strategic planning to aid in the production of the School Improvement Plan. * To undertake monitoring and evaluation functions (including internal faculty / departmental / year group evaluations) that will: * To be available to respond to unplanned situations that may arise in the daily running of the school. * To assist in the maintenance of good student discipline and to support staff, especially in dealing with unexpected situations or emergencies. * To attend meetings of the School Leadership Team and other school management meetings. * To foster and support extra-curricular activities in the interest of the school community. * To participate in the school assembly programme. * To lead staff training as the need arises, and to contribute to school induction programmes. * To take an equitable share of acting as ‘Duty Officer’ during holiday periods (telephone contact in emergency etc.) * To participate in the SLT walkabout programme. * To participate in the recruitment of new staff. * To attend Full Governing Body meetings and Governor committee meetings as necessary. * To be committed to safeguarding and promoting the welfare of young children and young people in line with the Governing Body’s expectations of all staff and volunteers * To comply with individual responsibilities, in accordance with the role, for health & safety in the workplace * To ensure that all duties and services provided are in accordance with the School’s Equal Opportunities Policy * To respect confidentiality at all times * To be familiar with the school’s policies, procedures and working practices and adhere to them as appropriate * To undertake any training and development commensurate with the post * To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager   The duties above are neither exclusive nor exhaustive and the postholder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.  ***The Governing Body is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment.*** |

Post Holder signature .................................................................... Date ………………………………….……………..

Post Holder name (in capitals)………………………………………………. Date………………………………………………….

Headteacher signature ................................................................. Date …………………………………………………

*Please return a signed copy of your job description to the Headteacher for retaining in your personal file*.