

Role Title: Head of School
Reporting to: Senior Principal
Responsible for: All staff within the academy

Important Functional Relationships:

Internal - Staff within Wave Trust; Staff within the Academy

External - Headteachers and other school-based staff; Pupils and their Parents/Carers; FE Colleges and other Outside Providers; Other outside agencies, both statutory and non-statutory; Professional, Administrative and Clerical staff within Children, Schools and Families; Staff within other Council departments. Local residents/ community

Our Values:

- **Teamwork** - We recognise that when we work together effectively we are stronger and more consistent
- **Empathy** - Consider the consequences of my decisions, large and small on those around me
- **Inclusivity** - Everybody is treated fairly and equally no one is marginalised or left behind.
- **Respect** - We will ensure that we have due regard for the feelings, wishes, or rights of others in every action we take
- **Positive** - It is our intention to stay constructive, optimistic and confident both for and with our young people and their families.

We believe that the values that we embody in Wave empower young people to succeed, these are the values we are looking for when we seek new staff.

Purpose of the Role

To provide strategic, operational and inspirational leadership for the academy within the context of the Multi Academy Trust, ensuring high quality education, strong pupil outcomes, and a culture where all pupils and staff can thrive. The Principal will lead the day-to-day life of the school, contributing to and delivering the Trust's shared vision, values and strategic priorities.

Key Responsibilities

Strategic Leadership and Vision

- Provide clear, values-led, ethical leadership aligned to the vision, ethos and strategic priorities of Wave Multi Academy Trust

- Lead the development, implementation and evaluation of the School Improvement Plan
- Promote a culture of high expectations, inclusion, equity and ambition for all pupils and staff.
- Contribute to Trust-wide initiatives, collaboration and system leadership as appropriate.
- Uphold the highest standards of professional conduct and the Teachers' Standards.

Quality of Education

- Ensure consistently high-quality teaching and learning are embedded across the curriculum, supported by effective use of data and evidence-informed approaches to improve outcomes and reduce barriers to learning.
- Ensure the school's strategic approach to reading is impactful, promoting a strong reading culture and ensuring leaders have the systems and expertise to deliver high-quality provision.
- Implement and develop an ambitious, broad and balanced curriculum that aligns with Trust principles and statutory requirements.
- Lead effective assessment and the use of data and evidence-informed practice to drive improvement and raise standards for all groups of pupils.
- Ensure high-quality, evidence-informed professional development for all staff.
- Support innovation and continual improvement in pedagogy.
- Lead engagement with Trust-wide professional learning, curriculum development and quality assurance processes.
- Lead effective vocational, enrichment and personal development pathways
- Ensure all pupils make strong academic and personal progress, with particular focus on disadvantaged pupils, pupils with SEND and other vulnerable groups.

Inclusion

- **Create and lead a safe, positive and inclusive learning environment** where all pupils feel supported, valued and ambitious for success, with high expectations for every learner regardless of need or background.
- **Champion inclusion and equity across the school**, ensuring high-quality ordinarily available inclusive universal provision, early identification of need and effective graduated responses that enable all pupils, including those with SEND and additional needs, to thrive.
- **Lead behaviour, attendance and pastoral systems** that are inclusive, trauma-informed and consistent, promoting engagement, progress and wellbeing for all pupils.
- **Work constructively with families, governors and external agencies** to deliver a joined-up approach to support, including SEND services, health and social care, ensuring timely and effective interventions.
- **Build staff expertise in inclusive practice**, fostering a culture of shared responsibility for inclusion through professional development and reflective practice.

Safeguarding & Vulnerable Learners

- Ensure robust safeguarding, child protection and health and safety policies and practices.
- Promote a strong safeguarding culture, working with Trust safeguarding leads and external agencies as required.

Leadership & Staffing

- Lead and develop the Senior Leadership Team and all school staff within a supportive, accountable Trust framework.
- Promote staff wellbeing, professional growth and a culture of reflective practice.
- Ensure effective appraisal and performance management in line with Trust policies.
- Work collaboratively with the Trust's central team on recruitment, talent development and succession planning.

Finance & Resources

- Be responsible for the effective day-to-day management of the school's delegated budget.
- Work with the Trust's finance and operations teams to ensure value for money and financial sustainability.
- Ensure the school site and resources are safe, well-maintained and conducive to learning, supported by the Trust's estates and operations services.
- Ensure systems and processes support high-quality education and operational excellence.

Governance, Accountability and Partnerships

- Work closely with the Local Monitoring Hub, Trust Board, (where applicable) and Executive Leaders to ensure strong accountability.
- Provide clear, accurate information to support effective governance and decision-making.
- Represent the school positively within the Trust, the local community and wider educational networks.
- Lead school self-evaluation and preparation for Ofsted, supported by Trust systems and expertise.
- Ensure full compliance with statutory responsibilities, including safeguarding, curriculum, assessment, health and safety, and data protection.

Person Specification

ATTRIBUTES	ESSENTIAL	DESIRABLE
Relevant Experience	• Substantial experience in main • Significant experience as a senior leader within a school (e.g. Vice Principal, Deputy Head, Assistant Head) • Demonstrable experience of improving outcomes for pupils, including disadvantaged pupils, pupils with SEND and vulnerable learners • Experience of leading teaching and learning, curriculum development and assessment • Experience of leading and managing staff, including performance management • Experience of safeguarding and child protection responsibilities • Experience of working with governors or trustees and contributing to accountability processes	• Leader within an AP/PRU/Special School
Education & Training	• Degree-level qualification or equivalent • Evidence of continued professional development, particularly in leadership	• QTS • NPQH or other senior leadership qualification • Postgraduate qualification in education or leadership
Specialist Knowledge & Skills	• Clear commitment to safeguarding and promoting the welfare of children and young people • Strong understanding of effective school improvement planning and self-evaluation • In-depth knowledge of curriculum design, assessment and evidence-informed practice • Clear understanding of inclusive education, SEND frameworks and graduated responses • Secure knowledge of safeguarding, child protection and statutory responsibilities • Understanding of behaviour, attendance and pastoral systems that promote inclusion and wellbeing	• Understanding of Trust-wide systems, quality assurance and centralised support models • Coaching and mentoring skills to support staff development • Experience of system leadership or

	• Understanding of school finance, budgeting and value for money • Strong knowledge of Ofsted frameworks and inspection processes • Strategic thinker with the ability to translate vision into effective operational practice • Inspirational and values-led leader who motivates staff and pupils • Strong leadership and people-management skills, with the ability to develop leadership capacity in others • Highly effective communicator with pupils, staff, families, governors and external partners • Strong analytical skills, with the ability to use data to evaluate impact and drive improvement • Ability to manage competing priorities and work successfully within a Trust framework • Ability to build strong partnerships and collaborate effectively across a MAT	contribution beyond own school
Additional Attributes/Factors	• Strong commitment to the vision, values and ethos of Wave Multi Academy Trust • Unwavering commitment to inclusion, equity and high expectations for all pupils • Resilient, reflective and solution-focused approach to leadership • High levels of integrity, professionalism and accountability • Commitment to staff wellbeing and creating a positive workplace culture • Passion for continuous improvement and professional learning • Regular access to a car; • Current driving licence; • Motor insurance certificate with Business use	• Ambition to contribute to Trust-wide leadership and system improvement

