**Job Description Headteacher**

**Job Purpose**

*The primary focus of the headteacher role is to deliver professional leadership and management, establishing a secure foundation for building upon the school's achievements to date.*

*The post holder will be responsible for providing strategic direction, fostering a positive and innovative school culture, and ensuring effective governance. Through dynamic leadership, the post holder will play a pivotal role in advancing the educational standards and overall well-being of the school’s diverse community.*

**Key accountabilities of the role**

**Provide Strategic Leadership**

The Headteacher will:

* Develop and articulate a clear vision and strategic direction for the school, ensuring alignment with educational best practices and community needs.
* Lead the implementation of effective policies, procedures, and practices that enhance the overall performance and reputation of the school.
* Foster a positive school culture that emphasises high standards, innovation, and continuous improvement.
* Inspire, motivate, and lead staff, creating a collaborative and empowering environment that supports professional development.
* Ensure the school continues to develop as a centre of excellence for inclusion and personal development

**Financial Acumen**

The Headteacher will:

* Manage the school's budget effectively, demonstrating a keen understanding of financial challenges and the ability to make informed and strategic financial decisions.
* Innovate financial strategies that optimise resource allocation, ensuring the best outcomes for both the school and its students.
* Implement cost-effective measures without compromising educational quality, promoting efficiency and sustainability.
* Support the governing board and exercise strategic financial planning for equitable resource deployment.

**Diversity and Inclusion**

The Headteacher will:

* Cultivate an inclusive culture that embraces diversity and ensures equal opportunities for all students, staff and stakeholders.
* Demonstrate an understanding and appreciation of diverse backgrounds, fostering an environment where everyone feels valued and respected.
* Develop and implement initiatives that address diversity-related challenges and promote equity throughout the school community.
* Actively engage with diverse communities, building partnerships and ensuring the school's practices align with inclusive principles.

**School Culture**

The Headteacher will:

* Hold and articulate clear values and moral purpose, focused on providing a world-class education.
* Demonstrate optimistic personal behaviour, positive relationships, and attitudes towards pupils, staff, parents, Governors, and the local community.
* Lead by example with integrity, creativity, resilience, and clarity, drawing on personal scholarship and expertise.
* Sustain current knowledge of education globally and pursue continuous professional development.
* Work with political and financial astuteness, translating policies into the school’s context.
* Provide a safe, calm and well-ordered environment for all pupils and staff, focused on safeguarding pupils and developing their exemplary behaviour in school and in the wider society.
* Inspire and influence others within and beyond schools to believe in the fundamental importance of education in young people’s lives and to promote the value of education.

**Teachers & Staff Development**

The Headteacher will:

* Set and expect ambitious standards, overcoming disadvantage, and advancing equality.
* Secure excellent teaching through analytical understanding and lead curriculum design.
* Maintain an educational culture for sharing best practice and pedagogy both within the school and beyond.
* Shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff.
* Create an ethos supporting staff development, skill enhancement, and mutual support.
* Identify emerging talents, coaching leaders, and ensuring clear succession planning.
* Hold all staff accountable for professional conduct and practice.

**School Systems and Processes**

The Headteacher will:

* Ensure that the school’s systems, organisation and processes are well considered, efficient and fit for purpose, upholding the principles of transparency, integrity and probity.
* Establish rigorous systems for managing staff performance, addressing under- performance, and valuing excellent practice.
* Contribute to the development of the education system by, for example, sharing effective practice, working in partnership with other schools and promoting innovative initiatives.
* Welcome strong governance and actively support the governing board to understand its role and deliver its functions effectively – in particular, its functions to set school strategy and hold the headteacher to account for pupil, staff and financial performance.
* Ensure our school is outward-facing and works with other schools and organisations to secure excellent achievements for all pupils.
* Develop effective relationships with fellow professionals and colleagues in other public services to improve academic and social outcomes for all pupils.
* Challenge educational orthodoxies in the best interests of achieving excellence, using research to inform improvement.
* Model innovative approaches to school improvement.

**Community Commitment**

The Headteacher will:

* Build a school culture and curriculum reflecting the richness and diversity of communities.
* Promote positive strategies for challenging all forms of discrimination and dealing with harassment.
* Ensure learning experiences are integrated with the wider community.
* Collaborate with agencies for the well-being of pupils and families.
* Create and maintain an effective partnership with parents and carers and the wider community to support and improve pupils’ achievement and personal development.
* Collaborate with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families.
* Cooperate with relevant agencies to protect children.