

**Bristol Cathedral Choir School
Headteacher**

Job description

Job title	Headteacher
Location	Bristol Cathedral Choir School
Salary	L30 - L34 (£101,533 - £111,976)
Role Summary	The Headteacher will work with the executive team at CST Cathedral Schools Trust to continue to improve teaching and leadership at BCCS disseminating best practice across our schools and committing to deep collaboration wherever possible
Start Date / Working pattern	From 1st September 2025 Full time (1.0FTE) All Year Round Flexible working will be considered for the right candidate
Duties	<p>Responsibilities of the role</p> <p>1. Working with the support and guidance of the CEO to:</p> <ul style="list-style-type: none"> ● Fulfil all the requirements and duties relating to the Conditions of Employment of the Headteacher. ● Meet the National Standards of Excellence for Headteachers. ● Seek to achieve any performance criteria, goals, agreed with or set with the CEO. ● Promote and safeguard the welfare of all children and young people within the School, by ensuring that the School's policies and procedures relating to safeguarding children and child protection are fully implemented and followed by all staff; resources are allocated to allow staff to discharge their responsibilities; and that staff, pupils, parents and others feel able to raise concerns and that these are addressed sensitively and effectively.

- Develop, in partnership with the Director of Education and Governing Body, and effectively communicate and implement the evolving vision for BCCS.
- Lead in the provision of excellent teaching and learning.
- Raise standards and achievement across the school so that all pupils achieve to the very best of their ability.
- Develop, inspire and motivate individuals and teams in order to raise standards and progress across the school, demonstrating outstanding teaching practice and playing a direct role in the professional development of staff so that they in turn can deliver outstanding teaching.
- Ensure rigorous and accurate school self-evaluation to inform rapid school improvement and to ensure successful preparation for Ofsted and SIAMs inspections. To lead the staff and governing body in reviewing and evaluating the effectiveness of the school development plan, which is clearly based on priorities arising from school self-evaluation.
- Implement rigorous professional development reviews which ensures accountability at all levels.
- Ensure the school's governing body and the Director of Education have accurate, timely and detailed information on which to base sound decisions about the school's priorities.
- Further develop partnerships with a variety of stakeholders through collaboration and in order to maximise the potential of all students.

2. The Headteacher will be expected to:

- Recruit a well-qualified, committed, effective, affordable and diverse workforce.
- Develop partnerships and build relationships with the local community, including parents, other schools, businesses and the local authority and regional and national organisations to promote music

3. Responsibilities to work within CST's family of schools:

- As directed by the Director of Education and in consultation with the governing body the Headteacher will be expected to work across the Trust.
- Attend all CST Headteacher meetings, working collaboratively with both primary and secondary Headteachers, and working positively within the CST family of schools to ensure the best possible outcomes for all our students.

	<ul style="list-style-type: none"> • Provide enthusiastic, innovative, collaborative and consistent leadership across CST • Pay due regard to the CST leadership manual. <p>4. Finance, Personnel and Resources:</p> <ul style="list-style-type: none"> • Ensure that all the activities of the school are conducted in accordance with all legal requirements and regulations. • Work with the school’s Assistant Headteacher Business and Operations and the Trust Finance Director to plan and develop the school’s budget and to ensure that the resources are deployed effectively, appropriately and within budget as agreed with the CEO and Local Governing body. <p>5. Other</p> <ul style="list-style-type: none"> • Undertake any other duties commensurate with the pay and grade of the post as directed by the Director of Education. • To pay due regard to the Leadership Manual. • Promoting and safeguarding the welfare of children and young persons for who you are responsible and with whom you come into contact.
Skills / Experience / Qualifications	<p>Essential: QTS and degree Desirable: Higher Degree qualification or equivalent, National Professional Qualification for Headship (NPQH)</p> <p>Please see Person Specification for complete list.</p>
Reporting to	CST Chief Executive Officer and Bristol Cathedral Choir School Local Governing Body
Safeguarding	<i>We are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff and volunteers to share this commitment. All posts at Cathedral Schools Trust are subject to pre-employment checks including, but not limited to, initial and periodic enhanced level checks with the Disclosure and Barring Service.</i>

Cathedral Schools Trust is an equal opportunities employer and recognises the strength in diversity. Our schools have a wide range of cultural, socio economic and religious influences and we use this to ensure that we broaden our understanding of each other and the world. Applications are welcome from all suitably qualified candidates regardless of race, colour, nationality, ethnic or national origin, religion or religious belief, sex or sexual orientation, gender reassignment, disability or age, and maternity, marital or civil partner status. We particularly encourage applications from under-represented groups.

Notes: The duties outlined in this job description may be modified by The Principal, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title. This document does not form part of your contract of employment with the school.