

---

## **MAIN PURPOSE OF JOB**

The Headteacher will:

- promote and support the vision and direction of Hermitage Primary School by providing the day-to-day leadership that will enable it to build success and provide high quality education for its children.
- lead and manage the school on a day-to-day basis and is the first point of contact for all stakeholders and external agencies in matters relating to the school.
- be an ambassador for the school and will promote and raise its profile in the local and wider community.
- have strategic responsibility for the school and will support the vision and direction of the Governing Body to enable the provision of high quality education for all its pupils.

### **Key responsibilities:**

The Headteacher will undertake the professional duties of a Headteacher, as set out in the National Standards for Headship, focusing on the following key areas of responsibility:

- Provide vision, leadership and direction
- Effectively manage teaching and learning
- Promote excellence, equality and high expectations for all children
- Deploy resources to achieve the school's aims
- Evaluate school performance and identify priorities for continuous improvement
- Carry out day-to-day management, organisation and administration
- Secure the commitment of the wider community
- Create a safe and productive learning environment which is engaging and fulfilling for all pupils

### **Core purpose of the post:**

The Headteacher is responsible for raising standards of achievement for all pupils by:

- establishing high quality education, leading teaching and learning, having high aspirations and developing all staff
- providing vision, leadership and direction for the school, and ensuring it is managed and organised to meet the aims and ambitions established by the governors and the community the school serves
- monitoring and evaluating the school's performance and identifying priorities for continuous improvement, including raising standards for all children and ensuring equality of opportunity for all by developing effective policies and practices
- deploying resources efficiently and effectively to achieve the school's aims and objectives
- overseeing the effective day to day management, organisation and administration of the school
- developing strong partnerships between the school and the wider community
- in partnership with the Governing Body, establish and sustain the school's ethos and strategic direction,
- creating a productive learning environment which is engaging and fulfilling for all pupils
- formulating and communicating a vision of school improvement which engages and motivates staff to raise standards across the school and monitor progress towards achieving objectives
- leading the staff and Governing Body in implementing, monitoring and reviewing the School Development Plan, including rigorous self-evaluation, quality assurance and performance management at all levels.