

JOB DESCRIPTION

Headteacher at Richmond Methodist Primary School

Statutory

1. To fulfil all the requirements and duties as set out in the School Teachers' Pay and Conditions Document relating to the Conditions of Employment of Headteacher.
2. To seek to achieve any performance criteria, objectives or targets agreed with or set by the School's Governing Board in accordance with the requirements set out in the agreed School Teachers' Pay and Conditions Document and ensure that the school is compliant with all statutory guidance and legislation.
3. The Headteacher will be appointed to the role of Designated Safeguarding Lead and will promote and safeguard the welfare of all children and young people within the School, by ensuring that the School's policies and procedures (including online safety and understanding the filtering and monitoring systems and processes in place) 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 other stakeholders feel able to raise concerns and that these are addressed sensitively and effectively.

The School's Governing Body wish a particular emphasis to be placed upon the following:

1. To meet the National Standards for Headteachers as published by the DfE, and ensure that leadership decisions reflect Ofsted's Education inspection framework and SIAMS principles, aiming for exceptional practice.
2. To maintain and develop links with the local Methodist Church, the North Yorkshire Dales Circuit of the Methodist Church and the Methodist Academies and Schools Trust. To work collaboratively with the School Chaplain.
3. To ensure high-quality inclusive education that enables every learner, including those with SEND and from disadvantaged backgrounds, those with potential to work at greater depth, and pupils with SEMH needs to thrive academically and personally.
4. To lead in the provision and implementation of an ambitious and accessible curriculum for all, ensuring it is inclusive and accessible to all learners on an equitable basis.
5. To develop, inspire and motivate effective teams, supporting ECTs as well as long-term and experienced staff, to deliver high-quality, inclusive education and thereby raise standards across the school, ensuring all staff are equipped to meet the needs of every pupil effectively.
6. To establish a vision for school improvement that prioritises inclusion and pupil wellbeing, and to lead the staff and Governing Board to plan, implement, review, and evaluate the impact of the School Improvement Plans on experiences and outcomes for pupils.
7. Champion and monitor an inclusive culture where diversity is valued, barriers to learning are removed, and equity of opportunity is embedded across all aspects of school life.
8. To be accountable to the School's Governing Board on progress made against School Improvement Plan objectives, making recommendations as to future priorities and actions based on robust evidence-based self-evaluation, and the provision of high quality, literate data that is concise and clear.
9. To further develop and extend partnership working with families, system and multi-agency partners, including the Local Authority, Methodist networks, and local community organisations and groups, to support inclusive practice through co-operation and collaboration.
10. To establish a reflective culture through a process of rigorous self-evaluation, including quality assurance and performance management at all levels, and to lead by example in doing all the good we can – for all.
11. To be an effective, open and responsive communicator, to foster trust and positive relations with pupils, staff, parents, and members of the community – working particularly closely with parents and families to support children's wellbeing.
12. To foster a positive working environment that prioritises staff wellbeing and professional growth.

13. To manage the school's budget to ensure efficient and effective use of resources in line with the school's objectives and priorities.
14. To foster a positive, caring and inclusive Christian ethos, whilst promoting an understanding of and respect for other faiths and cultures, and all world views – embodying the Methodist culture of love, inclusivity, respect and acceptance – For All.
15. To ensure the school always operates within the school's policies and legislation

These duties are neither exclusive nor exhaustive and the post holder will be required to undertake other duties and responsibilities as agreed with the employer. This Job Description may be amended at any time after consultation with the post holder and will be reviewed annually.