

Job description

Salary: Group 7 (L31 – 37) £104,040 - £120,524

Contract type: Full Time/Permanent

Reporting to: Full Governing Board/Dorset Council

Start Date: 1st September 2025

Main purpose:

- sustain and develop the school ethos, values and strategic direction together with the Full Governing Board and through consultation with the staff
- conduct rigorous self-evaluation which informs strategic priorities and leads to school improvement
- oversee systems, processes and policies, so the school can operate effectively
- maintain and develop a safe, productive learning environment which is engaging, motivating and aspirational for all
- allocate financial resources appropriately, efficiently and effectively
- ensure the school remains a central part of the school community.

School culture, relationships and behaviour:

- maintain and further develop a culture where students experience a positive and enriching school life
- uphold ambitious educational standards to prepare students for their subsequent destination
- ensure high standards of attendance and behaviour from students, built on expectations and routines that are understood by all and clearly demonstrated by all adults in school
- use consistent and fair approaches to managing behaviour, in line with the school's Relationships and Behaviour Policy; ensure expectations and routines are understood by all
- promote positive and respectful relationships across the school community and a safe, orderly and inclusive environment
- ensure a culture of excellent staff professionalism
- ensure student voice contributes to school culture.

Teaching and learning, curriculum and assessment:

- sustain and develop high-quality teaching and learning across all subjects and phases, using evidence-based research
- ensure teaching is underpinned by high levels of subject knowledge and approaches which respect the distinct nature of subject disciplines
- ensure the teaching of a broad, structured and coherent curriculum
- establish effective curricular and pastoral leadership, developing leaders with high levels of relevant expertise and access to professional networks and communities
- effectively use assessment and performance outcomes to inform decisions and strategy
- ensure parents and carers are kept informed of their child's attainment and progress
- acknowledge excellence and challenge underperformance.

Organisational Management:

- ensure staff and students' safety and welfare through effective approaches to safeguarding, as part of the duty of care
- ensuring efficiency, effectiveness and probity in the use of public funds
- ensure staff are deployed and managed well with due attention to workload
- oversee systems, processes and policies that enable the school to operate effectively and efficiently
- ensure rigorous approaches to identifying, managing and mitigating risk
- lead the Senior Leadership Team and senior leaders effectively, utilising their skills and talents.

Inclusion and SEND:

- promote a culture of inclusion and professional practices which enable all students to access the curriculum
- have ambitious expectations for all pupils with SEND
- ensure there is a strong partnership with parents and carers and make sure the school works effectively with them and wider professionals to identify additional needs and provide support and adaptation where appropriate
- ensure the school fulfils statutory duties regarding the SEND Code of Practice.

Professional development:

- ensure careful and effective implementation of improvement strategies which lead to sustained school improvement
- ensure staff have access to appropriate, high quality professional development opportunities
- ensure training and continuing professional development is effectively planned, delivered and evaluated utilising external specialists as required
- have an in-depth knowledge and understanding of the wider educational agenda, including current national policies and educational issues and the impact on continuing professional development.

Governance, accountability and working in partnership:

- understand the role of effective governance
- ensure that staff understand their professional responsibilities and are held to account
- ensure all staff are in line with statutory and school policies
- ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties
- be outward facing, share good practice and engage in self-evaluation work with school leaders beyond TBS
- forge constructive relationships beyond school, working in partnership with parents, carers and the local community to improve educational outcomes for all.

General:

- the current Teachers' Standards and Headteachers' Standards must be met
- please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the headteacher will carry out. The post holder may be required to do other duties appropriate to the level of the role.