Job Description

Job Title: Principal

Accountable to: Chief Executive/Associate Executive Principal

Grade: Dependant on Location

Overall purpose of the post:

Provide leadership and strategic direction, holding delegated accountability for standards and quality in the academy in order to:

- Provide every child with a high-quality education, which promotes the highest possible standards of achievement;

- Maximise potential through the skills and resources available from across the Family of Schools;

- Build leadership capacity in the academy.

Main Duties and Responsibilities:

Leadership:

➢ Overall responsibility for all delegated management and operational activity of the academy;

➢ To provide enthusiastic, innovative and consistent leadership to the academy and its leadership team;

➢ To work positively with the community to ensure the best possible outcomes for all students, especially those who are the most vulnerable;

➢ Implement the Trust's policies, ensuring they are rigorous and sustainable, and strategies in order to transform the outcome for students at the academy;

➢ To ensure that students are healthy, stay safe, enjoy and achieve their maximum potential, and achieve economic and personal well-being once they leave the academy;

➢ To develop the reputation of the academy, locally, regionally and nationally;

➢ Act as an ex-officio member of the Academy Council.

Education Provision and Standards:

➢ Ensure that a modern, up to date curriculum is developed and implemented and that curriculum delivery is translated into effective learning and assessment practice;

- Encourage and promote innovation in educational provision through the commissioning and delivery of services, ensuring that the academy can meet changing needs and demands consistent with government guidelines and requirements;
- Ensure that high quality provision is available to all students regardless of race, religion, sexual orientation, gender, disability, economic background or special educational needs;
- Develop a culture where students feel safe, confident and can attain their maximum educational outcomes.

Finance, Personnel and Resources:

- Ensure that all the activities of the academy are conducted in accordance with all legal requirements and regulations. That policies and procedures are consistent with "best practice" and recognised codes of probity;
- Develop and implement a performance management framework for the delivery of high quality services through high quality performance;
- Recruit, manage and motivate a committed, effective and diverse workforce that understands its roles and enables and promotes high quality learning;
- To ensure that all resources are organised and managed to provide the best possible outcomes for students;
- To ensure that development of positive solutions to achieving diversity, dignity and equality in all aspects of service delivery and engagement with the broader community.

Additional Responsibilities

- Deal with any immediate problems or emergencies according to the academy's policies and procedures;
- Respect confidential issues linked to home/students/teacher/academy work;
- Fire Marshall duties in the case of Fire and/or Emergency Evacuation where applicable;
- Comply with the academy's Child Safeguarding Procedures, including regular liaison with the academy's Designated Child Safeguarding Person over any safeguarding issues or concerns;
- Comply with the academy policies and procedures at all times;
- Undertake other reasonable duties (with competence and experience) as requested, in accordance with the changing needs of the organisation.

Special Features

The post holder shall be required to work in any of the schools/academies within the Outwood Grange Family of Schools as directed by the Chief Executive.

Personal Contacts

External: Contractors, suppliers, parents, external agency professionals, other government and local authority staff, other staff from academies and schools.

Internal: Students, staff, Board and Academy Council members, parents and any other visitors to the Academy.