

Job Description

Academy: Leeds West Academy
Job Title: **Senior Assistant Principal: Behaviour and Culture**
Grade: Leadership 17-20
Accountable to: Principal/Vice Principal

Job Purpose:

The Senior Assistant Principal for Behaviour and Culture will have responsibility for the strategic leadership of Positive Behaviour and Student Culture at Leeds West Academy. This role is pivotal in strategically leading, monitoring and evaluating the implementation of Positive Behaviour across the academy and developing a strong student culture that promotes exceptional behaviours for learning and exceptional attitudes both in the classroom and academy community.

The post is key to the further development of our Senior Leadership team and supporting the Principal's vision to make Leeds West Academy renowned for excellence and a seat of transformation and pride in its community. The role will support the Vice Principal for Personal Development, Behaviour and Attitudes deputising where necessary with line management of senior and middle leaders.

Please note that this job description should be read in conjunction with the National Core Standards for Teachers for main-scale post holders, and the post-threshold standards where applicable.

You may be deployed in other White Rose Academies Trust locations within a reasonable distance from your main place of work from time to time. You will be compensated for your additional travel costs.

Role and Responsibilities: Leadership

- Working with the Principal and Vice Principals to implement the academy's vision and establish an ambitious ethos across the academy.
- To deliver strategic leadership and professional excellence in improving student behaviours and building a strong and positive culture at Leeds West Academy.
- To embody and drive Professional Excellence with colleagues across the academy.
- Strategic ownership of key areas of the academy's strategic plan directly related to areas of responsibility and supportive oversight of other connected areas.

- Working with senior colleagues to develop a joined-up culture of high expectations and opportunities for all students to develop.
- A leading role in academy self-evaluation and improvement planning.
- Alongside the Vice Principal lead by example in implementing and managing impactful improvement strategies, which lead to sustained improvements over time.
- Line management of colleagues with leadership responsibilities.
- Leadership and development of high performing teams in line with clearly defined academy expectations of Professional Excellence.
- Prepare regular reports in line with the reporting cycle for key stakeholders that are accurate, evidence based and of a high-quality standard.
- Safeguarding Officer expectations implemented in line with policy.

Role and Responsibilities: Behaviour and Culture

- To embody and drive Leeds West Academy's six core values: Resilience, Independence, Respect, Responsibility, Participation and Aspiration with students to develop student character.
- To embody and drive our three simple rules with students: Be Ready, Be Respectful, Be Safe to develop a culture of positive behaviour.
- Empower a culture and ethos of challenge and support where all students can achieve success and become engaged in their own learning through positive behaviour for learning.
- Empower a culture and ethos of challenge and support where all students can achieve success and develop responsibility for their behaviour choices.
- Development of strong community links and engagement of key stakeholders to develop support and trust from the community.
- Support review of relevant academy policies alongside the Vice Principal for PDBA.
- Lead the academy's data and quality assurance activities to ensure that data is used actively to identify areas of improvement and that there is live, accurate and forensic data on school attendance and behaviour and support the quality assurance of data dashboards.
- Engage and drive the responsibility of all colleagues across the academy for Positive Behaviour to ensure consistent and accurate implementation of policy by all colleagues in all roles.
- Line management of the Associate Assistant Principal for Behaviour and Attitudes ensuring consistent implementation of policies and development of a strong ethos of positive behaviour choices.

- Alongside the Assistant Principal for Personal Development quality assure the provision for Student Culture development and the impact of the personal development programme for students at Leeds West Academy.
- Develop colleagues with leadership responsibilities for pastoral care and support through line management and CPD to ensure strength in depth to support succession planning and development opportunities for colleagues.
- Develop strong links across the White Rose Academies Trust and work in partnership with senior trust colleagues on areas and opportunities for alignment.
- Contribute to the effective Line Management of the pastoral team to secure strong improvements across all key behaviour headline measures, Attendance, Formal Sanctions and Fixed Term Exclusions.
- Establish productive working relationships with both staff and students.
- Provide training to colleagues across the Academy as directed by the Principal / Vice Principal.
- Deliver improved and sustained performance based on key performance indicators around key areas of responsibility.

Generic Staff Requirements:

- Uphold the professional standards expected of every member of Academy staff in all dealings with colleagues, students, parents / carers and the wider community.
 - Adhere to the principles expressed in the aims of the academy and its mission statement.
 - Actively contribute to the continued development of the Academy by attending training, participating in relevant meetings, and putting forward ideas for improvement.
 - Be a positive, collaborative team member.
 - Apply Academy policies in all aspects of the role.
 - Keep up to date with all aspects of the safeguarding children policy as it applies to the post.
 - To promote equality, diversity and inclusion and demonstrate this within the role.
 - To be jointly responsible for promoting and safeguarding the welfare of students.
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Equal Opportunities:

- To promote equal opportunities in Education in Order that all children and families will gain optimum benefit from the service provided.
- To promote and ensure that all students and young people are happy, healthy, safe, successful and achieve economic wellbeing.

Whilst every effort has been made to explain the main duties and responsibilities for the post, each individual task undertaken may not be identified, especially in the context of a new and growing Academy which requires flexibility in all of its employees.

This job description is current at the date shown but it may be changed by the Principal to reflect or anticipate changes in the job commensurate with the grade and job title.

All postholders are accountable through The White Rose Academies Trust Performance Management Policy. The Governors and Principal of The White Rose Academies Trust are committed to safeguarding and promoting the welfare of children and young people and ensuring that safer recruiting procedures are in place.

White Rose Academies Trust is committed to safeguarding and promoting the welfare of its students and expect all staff and volunteers to share the commitment. Appointments will be subject to Safer Recruitment Procedures and a DBS check.

We promote diversity and want a workforce which reflects the population of Leeds. Applications are welcome from all, irrespective of sex, sexuality, race, religion, marital status, age or disability.

This job description will be reviewed annually. The post-holder may be required to take on additional responsibilities when necessary to ensure the effective running of the Academy.

Signed		Dated	
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