



APPOINTMENT OF DEPUTY HEAD TEACHER FOR SEPTEMBER 2021

The governors are seeking a highly effective vocational Deputy Head Teacher who is deeply rooted in the moral purpose of teaching. A person who is ambitious for all children to achieve their potential and reach high standards, and who will instil a lifelong love of learning. Our staff share an aspiration to live and work well together as part of highly cohesive, supportive team, recognising our interconnectedness. This visible, highly competent leader will work closely with the Head Teacher and Senior Leadership Team to ensure the continued success of the school and to lead it into the future.



Job description

- **Deputy Head Teacher** - salary L18 – L23 (Inner London £72,125 - £80,472)

Core purpose

To work in close partnership with the Head Teacher providing significant strategic leadership on all aspects of school life, including the school development plan, the school self-evaluation schedule, staff recruitment and development, and the work of the governing body. To be fully committed to enhancing the learning, progress and well-being of all pupils.

Statutory Requirements

The Deputy Head Teacher shall carry out his/her professional duties in accordance with and subject to the 'Conditions of Appointment of Head Teachers' set out in the School Teachers Pay and Conditions Document (published annually). These are over-riding requirements which cannot be amended.

Key responsibilities

- To play a significant role in developing the quality of teaching within and across the school, modelling excellence in practice, leading INSET and training, and providing support, guidance and feedback.
- To develop and maintain a highly effective assessment, tracking and data system which ensures the learning and progress of all pupils is carefully monitored and the school can take swift, effective and robust action to address any areas of under-achievement.
- To oversee and ensure all statutory assessment requirements are fully and effectively implemented (Reception Baseline and GLD, Year 1 Phonics, YR 4 times tables test and Year 2 and Year 6 SATs) and lead to clear school improvement next steps.
- To be the lead professional on Pupil Premium and BAME Pupil provision. To keep an effective and up to date PP/BAME register and clear action plans, which are carefully monitored and which have a demonstrable impact on the identified pupils' learning and progress.
- To have a good working knowledge of the SEND code of practice and to line manage the school's SENCO.
- To be the lead professional on all aspects of developing excellent behaviour in school including overseeing play and lunchtime supervision and provision, policy and procedure guidance, maintaining a behaviour and incidents log, liaising with the Inclusion lead about pupils with more significant behavioural needs and providing training and support to supervisory staff.
- To coordinate and oversee day to day and procedural aspects of school life including timetabling, devising rotas, staff absence and cover, use of halls and specialist rooms, peripatetic teachers.
- To coordinate and oversee students on teaching practice, work experience students and volunteers, providing effective induction and guidance on health, safety, child protection and other necessary key school expectations.
- To be proactive in researching, initiating and leading exciting learning and teaching opportunities and developments in line with a progressive, successful school.

- To deputise in the absence of the Head Teacher, ensuring the smooth day to day running of the school, as well as having oversight of the strategic direction of the school.
- To undertake any duties as designated by the Head Teacher to ensure that the school is highly effective.
- To lead engaging and thought-provoking assemblies that align children and staff with the school's values.



Candidate Specification

- Qualified teacher status with a minimum of six years' proven excellent classroom practice, preferably across all primary key stages.
- Significant leadership experience as an Assistant Head or Deputy of a smaller school.
- Experience of having successfully led whole school projects which have had a significant impact on pupil learning and progress.
- Experience of leading high-quality staff inset and developing staff to become outstanding teachers.
- A deep commitment to the school, its pupils and staff and the local community demonstrated by willingness to 'go the extra mile' and undertake any tasks required.
- Have a thorough up-to-date knowledge and experience of safeguarding principles, practices and procedures.
- Excellent written and verbal communication skills.
- Have the flexibility to adapt and assume responsibilities in line with the changing needs of the school.
- Excellent attendance, punctuality acting as a professional role model for staff and the whole school community adhering to Nolan's principles of public life.
- Value diversity, equality and inclusion valuing the unique contribution every individual makes to the learning community.
- Ability to undertake all duties outlined in the job description.