

Salary:	Leadership Scale L16-L20
Responsible to:	Headteacher
Date of Job Description:	September 2024

Main Purpose of the Role:

- To support the Headteacher in determining and delivering the strategic vision of the school through self-evaluation.
- Overview of full AIP.
- Academy improvement plan - accountable for the delivery of multiple areas.
- To deputise for the Headteacher.

Main Tasks and Responsibilities

Role Specific Accountabilities:

- Safeguarding
- Inclusion
- Attendance and Behaviour
- Personal Development and Wellbeing

School vision and culture

- Working with the Headteacher to set the vision of the school.
- To identify the actions required to achieve the vision and lead on the implementation in a way that ensures colleagues are engaged and their accountabilities are clear.
- To support the Headteacher to achieve a school culture that embodies the values of the school community and our trust.
- To support the Headteacher with working within the Local Governing Body.

Quality of Education

- To continue to evaluate and develop the most effective strategies towards teaching and learning and curriculum development.
- To have a pivotal role in insuring and assuring the quality of education throughout the school.
- To model in their own practice the very best standards in teaching and learning

Leadership, managing and developing people and resources

- To self-reflect and evaluate the impact on others using an evidence based approach, ensuring colleagues are led and managed effectively and appropriately.
- To lead, manage and hold to account individuals as outlined in the school's line management structure.
- To promote and practise the key behaviours necessary for successful collaboration (through Arbinger Outward Mindset principles).
- To support colleagues' professional and personal development through effective and appropriate constructive feedback.
- To provide strong visible leadership and be a role model (for all stakeholders) who leads in inspiring a supportive environment which encourages accountability, collaboration and continuous development of all staff.
- To lead on promoting and enabling others to follow Team FCAT's Work and Wellbeing Charter.
- To be responsible for managing specific areas of the budget in line with FCAT Financial regulations.
- To ensure continuous improvement through scoping educational developments and initiatives, both locally and nationally.

SEND

- To ensure the school is highly ambitious for all aspects of education for pupils with additional needs and that any barriers are supported to be addressed.

Safeguarding and inclusion

- To lead and promote a strong culture of safeguarding and inclusion.

- Supporting colleagues with the implementation of systems and processes to support the safeguarding of pupils.
- Monitoring the quality of safeguarding provision for pupils.

General Duties:

- To act in accordance with FCAT's policies and procedures.
- To act as a role model and work in accordance with the Trust values: resilience, integrity and excellence.
- To encourage and promote non-discriminatory behaviour and ensure equality and diversity is sustained within FCAT and our academies.
- To ensure compliance with the General Data Protection Regulations and maintain confidentiality in your working practices each day. To ensure compliance with FCAT's Health and Safety Policy at all times.
- To adhere to FCAT's Safeguarding policy and procedures to ensure that the duty of care for all staff, including yourself to protect children and young people is maintained.
- Any other tasks and responsibilities reasonably appropriate to this post and grade.
- To attend mandatory training and participate in performance development as required.
- To work in support of the Team FCAT Work and Wellbeing Charter.