

JOB DESCRIPTION

ASSISTANT PRINCIPAL

Job Purpose

- To be a member of the leadership team and deputise for the Principal as and when appropriate
- To ensure the use of effective data across the College
- To provide the strategic leadership of IAG
- To provide the strategic leadership of Child Protection and Safeguarding

Leading Curriculum

- To lead the development of effective and impartial IAG and personal development
- To have the strategic oversight of the spiritual, moral, social and cultural aspects (SMSC) which includes the monitoring of the delivery of British values across the curriculum

Leading Safeguarding

- Provide the EVC lead and work closely with admin support of trip processes
- Provide staff training and leadership of Child Protection training, to include Prevent and other agendas
- Keep update with KCSIE updates and ensure compliance

Leading and Working With People

- Contribute to the overall strategic direction of the College
- Work with the Data Manager to ensure accurate, accessible data is available to those who need it
- Take responsibility for the reporting of performance outcomes and progress towards those outcomes to governors and other stakeholders
- Line manage designated person for Child Protection
- Line manage EVC Officer
- Liaise and lead on developing local business links
- Line manage Personal Development and IAG across the curriculum

Other Duties

- Contribute to the College SEF and improvement plan
- Attend meetings of, and supply training to, the local governing board as appropriate
- Support the whole College QA agenda
- Keep abreast of changes in assessment and accountability
- Support the Principal in any reasonable manner requested
- Responsibility for safeguarding and promoting the welfare of pupils
- Parental liaison