

Job Description:

Headteacher, Ivingswood Academy

Responsible to:

Executive Headteacher, White Hill Schools Trust

Purpose of post:

The Headteacher will provide inspirational, strategic and professional leadership of Ivingswood Academy in order to realise the Trust's aim to provide an excellent education for children in the local area and to raise standards for all children, whatever phase or type of school they are in so that their outcomes and life chances are as good as they possibly can be.

Main areas of responsibility:**1. Strategic partnership**

- Engage with the Trustees, Executive Headteacher, senior staff and members of the Local Governing Body (LGB) in order to contribute to the development of the Trust's strategies for its schools, creating the platform for the development of high standards of learning and teaching.
- Ensure that the vision and values of the Trust and the Local Governing Body are clearly articulated, shared, understood and acted upon effectively by all, so that the school develops and improves to reach a 'good' Ofsted rating as quickly as possible.
- Collaborate with other schools in the Trust to help develop and maximise the opportunities arising from Multi-Academy Trust working.
- Ensure that strategic planning recognises the needs and interests of the Trust and the Local Governing Body, their partners and stakeholders, so that a shared culture and positive climate is created.

2. Strategic leadership

- Lead Ivingswood Academy, so that high standards and exemplary practice are utilised and shared to the greatest effect.
- Undertake strategic leadership of Ivingswood Academy to ensure that day-to-day activities of the school are fully supportive of the aims and objectives of the Trust and the Local Governing Body and their associated improvement plans, and that high quality monitoring and evaluation takes place.
- Recruit, motivate and retain high performing staff.
- Provide professional leadership for the evaluation of performance in order to foster high standards and strong motivation from all staff.
- Oversee the development and implementation of appropriate induction and staff development so that all staff are well placed to maximise the attainment and aspirations of children at the school.
- Lead, develop and ensure effective management of the school's nursery/pre-school provision, so that the children are successfully prepared for reception and key stage 1.

3. School improvement strategy

- In conjunction with senior staff within the Trust with specific responsibilities for school improvement and any external consultants employed by the Trust, plan, develop and implement an effective school improvement strategy in order to ensure that aspirations and standards rise rapidly in the school.
- In conjunction with senior staff at the school provide professional leadership of learning and teaching and school improvement activities, so that attainment of all groups of pupils (including those from disadvantaged backgrounds) consistently improves and is comparable by
 - providing and fostering the curriculum leadership necessary to develop and implement effective school improvement strategies;
 - overseeing all curriculum developments;
 - ensuring policies are in place for the pastoral care and support of all pupils;
 - promoting and ensuring an inclusive approach to education;
 - evaluating standards of teaching and learning, ensuring appropriate strategies are implemented to disseminate good practice and address any areas of inadequacy;
 - ensuring pupil progress is monitored using data and benchmarks and that appropriate interventions are used to address any areas of underachievement;
 - embedding school self-review and evaluation;
 - maintaining policies and procedures for the effective safeguarding of children.

4. Community engagement and external partnerships

- Promote effective links with parents/carers in order to maximise aspirations and promote pupil progress.
- Support the Trust's Executive Headteacher and the Local Governing Body in the development and implementation of a community engagement strategy, including partnership activity with key stakeholders.

5. Resource strategy

- In conjunction with senior staff in the Trust with specific responsibility for resource management, ensure the effective deployment and management of all resources (ensuring compliance with DfE/EFSA regulations and advice), in order to maximise value for money and impact and enable all pupils to gain high levels of achievement.
- In conjunction with senior staff in the Trust, oversee the management and organisation of the school site in order to ensure that it meets the needs of the curriculum and health and safety regulations.

6. Equalities

Ensure all aspects of the school's work are compliant with equalities legislation and demonstrate good practice.

7. Other duties

Undertake other duties that reasonably correspond to the general character of the post of Headteacher.