**HEAD TEACHER**

**Statutory requirements**

This job description reflects the **National Standards of Excellence for Head Teachers** (2015). These standards are built upon The Teaching Standards (2011) which apply to all teachers, including Head Teachers.  
  
The appointment is subject to the current conditions of employment of Head Teachers, contained in the **Schools Teachers’ Pay and Conditions** document, the School Standards and Framework Act 1998 and all other current education, employment and health and safety legislation.

The appointment is also subject to other current educational and employment legislations and policies laid down by the Governing Body under their powers derived from statutory sources.

**Core role/Function of the post/Core purpose**

In partnership with the Multi-Academy Trust, the post holder will provide strategic leadership and management for the school. He/she will foster confidence, ambition and motivation in staff to promote and deliver a positive, exciting and relevant learning experience where teaching is consistently good or better and engage parents in maximising their children’s learning. He/she will engage with the church, local community and wider parish, and sustain the active role of the school, its staff and pupils in village life and heritage. For future growth and sustainability the post holder will develop a strategy that secures a robust financial position and through close collaboration, will promote community engagement and contribute to the success of the Trust.

The post-holder will:

1. Take the lead role on working with the Governing Body to develop a collaborative school vision, which embraces excellence, high standards and inclusion. Translate the vision into a development plan and implement it successfully
2. Secure excellent teaching to achieve high standards of learning and attainment across EYFS, KS1 and KS2
3. Provide dynamic and inspirational classroom teaching
4. Hold all staff to account for their professional conduct and practice
5. Ensure inclusion, diversity and access.
6. Lead by example to grow and sustain the school’s Christian ethos, and foster an open, transparent and equitable culture in which individuals thrive.
7. Be responsible, working in partnership with the Business Manager, for the internal organisation, management and control of the school
8. Manage finance and resources astutely to maximize their use and value.
9. Develop and sustain effective relationships with the Governing Body, and the Chair of Governors in particular, to ensure effective governance of the school, and the discharge of GB responsibilities.
10. Develop and maintain effective relationships with parents, all members of the school and wider community and local pre-schools to enhance the education of all pupils.
11. Create an outward-looking school to work with other schools, organisations and partners to champion best practice.

**Domain One**

**Excellent Head Teachers: qualities and knowledge**

The post-holder will:

* 1. Hold and articulate clear values and moral purpose, focused on providing a high-quality education for all pupils
  2. Demonstrate positive relationships and attitudes towards their pupils and staff, and towards parents, governors and members of the local community.
  3. Lead by example - with integrity, creativity, resilience, and clarity - drawing on their own scholarship, expertise and skills, and that of those around them.
  4. Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development.
  5. Work with political and financial astuteness, within a clear set of principles centred on the school’s vision, ably translating local and national policy into the school’s context.
  6. Communicate compellingly the school’s vision and drive the strategic leadership, empowering all pupils and staff to excel.

**Domain Two**

**Excellent Head Teachers: pupils and staff**

The post-holder will:

* 1. Demand ambitious standards for all groups of pupils, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on pupils’ outcomes.
  2. Secure excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and pupils’ well-being.
  3. Establish an educational culture of ‘open classrooms’ as a basis for sharing best practice within and between schools, drawing on and conducting relevant research and robust data analysis.
  4. Create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.
  5. Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning.
  6. Hold all staff to account for their professional conduct and practice.

**Domain Three**

**Excellent Head Teachers: systems and process**

The post-holder will:

* 1. Ensure that the school’s systems, organisation and processes are well considered, efficient and fit for purpose, upholding the principles of transparency, integrity and probity.
  2. Provide a safe, calm and well-ordered environment for all pupils and staff, focused on safeguarding pupils and developing their exemplary behaviour in school and in the wider society.
  3. Establish rigorous, fair and transparent systems and measures for managing the performance of all staff, addressing any under-performance, supporting staff to improve and valuing excellent practice.
  4. Welcome strong governance and actively support the governing board to understand its role and deliver its functions effectively – in particular its functions to set school strategy and hold the Head Teacher to account for pupil, staff and financial performance.
  5. Exercise strategic, curriculum-led financial planning to ensure the equitable deployment of budgets and resources, in the best interests of pupils’ achievements and the school’s sustainability.
  6. Distribute leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account for their decision making.

**Domain Four**

**Excellent head Teachers: the self-improving school system**

The post-holder will:

* 1. Create an outward-looking school which works with other schools and organisations - in a climate of mutual challenge - to champion best practice and secure excellent achievements for all pupils.
  2. Develop effective relationships with fellow professionals and colleagues in other public services to improve academic and social outcomes for all pupils.
  3. Achieve educational excellence, harnessing the findings of well evidenced research to frame a self-regulating and self-improving school, challenging educational orthodoxies where appropriate.
  4. Shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff.
  5. Model entrepreneurial and innovative approaches to school improvement, leadership and governance, confident of the vital contribution of internal and external accountability.
  6. Inspire and influence others - within and beyond the school - to believe in the fundamental importance of education in young people’s lives and to promote the value of education.

**Christian distinctiveness**

**The Head Teacher will:**

•Demonstrate commitment to the distinctive ethos of a Church school in a diverse community

•Demonstrate commitment by leading collective worship, ensuring it sits at the heart of the school community

•Maintain a mutually beneficial and supportive partnership with St. Giles Church, Great Wishford

•Participate in Church linked activities, including leading and participating in collective worship, and at school services

**Safeguarding and promoting the welfare of pupils**

**The Head Teacher will:**

•Ensure that all statutory and advisory duties regarding safeguarding are in place and robustly monitored

•Work with governors and senior colleagues to recruit, induct and develop high quality staff within safer recruitment guidelines

•Ensure safeguarding policies and procedures are implemented rigorously and reviewed at appropriate and regular intervals

•Ensure that all teaching, support staff and volunteers are fully inducted in school safeguarding

procedures

•Ensure that the designated safeguarding leaders are given the appropriate resources to carry out the duties of the role effectively

• Co-operate and work with relevant agencies to ensure the safety and well-being of children

•Work with all staff and governors to ensure the school site is secure, safe and well

maintained

* Determine and implement policies which promote positive strategies for promoting British Values, Equality of Opportunity, Equality of access.