

Job Description: Headteacher

Stanton Vale School, Esteem Multi-Academy Trust

Post Title:		Headteacher
Location:		Stanton Vale School
Purpose:		<ul style="list-style-type: none"> To provide high quality strategic vision, leadership and professional management of the school To formulate the aims and objectives of the school and establish policies to achieve those aims To manage staff and resources to achieve the school's aims and objectives and to provide the highest standard of SEN education To lead by example and model best practice regarding professional conduct, workload and personal development To be a member of the Executive Team of Esteem MAT, supporting the CEO in the strategic development of the trust.
Reporting to:		Chief Executive Officer (CEO) and Trust Board
Responsible for:		<ul style="list-style-type: none"> Senior management team Business Support Team
Liaising with:		<p>The Board of Trustees</p> <p>The Executive Team (other Academy Headteachers)</p> <p>Headteacher networks regionally and nationally</p> <p>Local Authority</p>
Salary/Grade:		£59,265 – 68,667 (Leadership 17 – 23)
Disclosure level		Enhanced
PRINCIPLE RESPONSIBILITIES		
To Achieve the Above		<ul style="list-style-type: none"> Lead by example, holding and articulating clear values and moral purpose, and focusing on providing excellent education for all pupils Build positive relationships with all members of the school community, showing positive attitudes to them Keep up to date with developments in SEN education and good SEN practice, and have a good knowledge of education systems locally and nationally Ensure the safeguarding and welfare of all pupils

		<ul style="list-style-type: none"> • Support strategic, curriculum-led financial planning to ensure effective use of budgets and resources • Communicate the school's vision compellingly and drive strategic leadership • Seek training and continuing professional development to meet own needs • Plan and lead the development of an innovative and appropriate curriculum • Demand ambitious standards for all pupils, instilling a strong sense of accountability in staff for the impact of their work on pupil outcomes • Ensure that information and data is used to drive improvement and track pupil progress • Ensure excellent teaching in the school, including through training and development for staff • Create an ethos within which all staff are motivated and supported to develop their skills and knowledge • Identify emerging talents, coaching current and aspiring leaders • Hold all staff to account for their professional conduct and practice • Ensure that the school's systems, organisation and processes are well considered, efficient and fit for purpose • Implement systems for managing the performance and welfare of all staff, addressing any underperformance, supporting staff to improve and valuing excellent practice • Welcome and work with the governing board as appropriate, providing the information it needs to govern effectively • Support distribution of leadership throughout the school • Create an outward-facing school which works with other schools and organisations to secure excellent outcomes for all pupils • Develop effective relationships with fellow professionals • Model entrepreneurial and innovative approaches to school improvement and leadership • Develop and maintain positive links with the local community • Inspire and influence others to believe in the fundamental importance of education in the lives of children and young people with SEN and to promote the value of education

Other Generic Responsibilities:

- Represent and promote the ethos and values of Esteem Multi-Academy Trust
- To take and be accountable for all decisions made within the parameters of the job description
- Participate with performance management and training and activities that contribute to personal and professional development.
- Actively promote and act at all times in accordance with the policies of the MAT e.g. Safeguarding, Health and Safety, Equal Opportunities
- Provide a high standard of customer service in all dealings internal and external to the MAT
- Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.
- Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description
- The MAT will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition

This job description is current at the date shown, but, in consultation with you, may be changed by the CEO to reflect or anticipate changes in the job commensurate with the grade and job title.

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QUALIFICATIONS AND EXPERIENCE		
Essential		<ul style="list-style-type: none"> • First degree or equivalent • Qualified teacher status • Additional qualifications in SEN • Experience as a Headteacher, Deputy Headteacher or Assistant Head • Minimum of 2 years' experience as a senior manager of a SEN specialist school • Track record of leading teams of staff to deliver successful school improvement strategies • Experience of setting challenging targets and monitoring school performance at every level • Experience in leading educational projects, strategic planning and financial management • Experience of teaching children and young people across a broad spectrum of educational needs and ages • Experience of appropriate behaviour management techniques for children and young people with SEN, communication difficulties and challenging behaviours • NPQH qualified, working to/willing to work to qualification
Desirable		<ul style="list-style-type: none"> • First-hand experience of working with relevant agencies to protect children • Experience of working with pupils with severe and profound learning difficulties • Recent and relevant management development/training/CPD • Experience of working positively with Governors/Trustees and/or serving on a Governing Body • Experience of business development and generating income
KNOWLEDGE AND ABILITIES		
Essential		<ul style="list-style-type: none"> • Strong personal commitment which motivates and inspires the academy community to deliver the best possible education for the students at Stanton Vale School • Dynamic and inspirational leadership skills with a commitment to distributive leadership and teamwork • Extensive knowledge of a range of SEN including the cognitive and physical development of pupils with severe and profound learning difficulties • The ability to ensure that the academy atmosphere is welcoming and that parents/carers are encouraged to take an active part in the life of the academy and engage in their child's education

		<ul style="list-style-type: none"> • Ability to plan effectively from a range of evidence regarding school improvement • Understanding of effective teaching and learning strategies for children and young people with severe, complex or profound and multiple learning difficulties • Understanding of the fundamental importance of personalised learning • Evidence of the ability to embrace, lead and manage change • Ability to manage and allocate resources and budgets and undertake HR management • Excellent interpersonal, communications and organisational skills. Approachable and supportive. • Willingness to innovate and seek out new approaches, ideas and challenges • Ability to work collaboratively with Esteem Headteachers, local authorities, parents/carers and families and other stakeholders • Evidence of a thorough understanding of and commitment to the protection and safeguarding of children and young people •
Desirable		<ul style="list-style-type: none"> • Knowledge of academy governance and finance • Knowledge of Health and Safety practice and legislation • Knowledge of GDPR and implications for schools/academies
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