**Assistant Head School Improvement [AHDSI]**

Responsible to: Principal Repton School Dubai

Reporting to: HM Junior School and HM Senior School [For September 2021]

**Job Purpose**:

The Assistant Head School Improvement [AHDSI] is a senior management position in Repton School Dubai, designed to raise the standard of teaching and learning in specific focus areas across the whole school from Early Years to Y13. After the most recent DSIB inspection of Repton School in February 2019 and a one day DSIB Review Visit in December 2019, the focus for the post holder for the next 18 – 24 months will be on improving standards in Arabic and Islamic Education throughout the school.

**2021 – 2022focus:**

The teaching of Arabic to native and non-native speakers and the teaching of Islamic Education is a vital part of the core Junior and Senior School curriculum and is an important focus area within the Junior and Senior School Leadership teams of Repton School Dubai. The successful applicant for AHDSI will play an important role in facilitating progress in Arabic and Islamic Education throughout the school. In due course, he/she may also provide advice and support to the Arabic and Islamic departments of Repton Al Barsha and Repton School Abu Dhabi, under the direction of the Education Officer of EKI.

In 2021-2022, the role of the AHDSI is to work closely with the SLT across the Junior and Senior School, to facilitate progress in teaching and learning among colleagues and pupils in the Arabic and Islamic departments, encouraging outstanding teaching in the classroom and moving these department ratings towards either ‘Good’ or ‘Very Good’ in DSIB inspections, and to engender a culture of continuous progress and improvement. The four main recommendations from the Review Visit in December 2019 were:

**Ensure that senior and middle leadership have a significant impact on improving achievement in Arabic and Islamic education, by:**

**R1**: Ensuring that recruitment, and CPD, provides subject teachers who have similar competencies to other subjects in the school

**R2**: Fully integrating Arabic and Islamic education into school-wide assessment systems, using data to guide planning and teaching

**R3**: Improving the quality of teaching and learning by ensuring that lessons have the richness of provision seen in other subjects

**R4**: Ensuring that expectations are sufficiently high, including improving the quality of speaking and writing in Arabic A.

The new AHDSI is responsible to the Headmaster of Repton School Dubai, and will report to the Head of the Junior School and Head of the Senior School on a regular basis. He/she will also work closely with the Deputy Head Academic Senior School and the Deputy Head Academic Junior School, and the Heads of the Arabic and Islamic Departments to deliver agreed targets and priorities. For the next 18 - 24 months, the post holder will support the Arabic and Islamic departments within the school to design and implement a systematic and rigorous performance management and self-evaluation process, and devise and execute strategies for improvement in required areas.

**Key Competencies:**

The AHDSI will be an outstanding classroom teacher and practitioner with an interest in staff and pupil progress, pedagogy, and innovation in teaching and learning. He / she will also have an excellent knowledge and understanding of the required standards of the Arabic language and a good understanding of the Islamic Education curriculum. The successful post holder will find themselves at the forefront of academic challenge and change in Dubai, and will be able to communicate these challenges and changes to the SLT and to teaching colleagues and to parents.

**Key Accountabilities:**

• Evaluation and professional staff development of Arabic and Islamic teaching staff within the Junior and Senior Schools of Repton Dubai, and in collaboration with SLT, HODS and colleagues, help create a highly qualified and skilled team of teachers and leaders.

• Establish targets for improvement within each school, department and individual teacher.

• Working with Heads of Department, coach, mentor, and guide the Arabic and Islamic teaching staff to raise standards within teaching and learning, and to move towards achieving a ‘Good’ or Very Good’ rating from DSIB, in Arabic A, Arabic B and Islamic Education.

• Embed a high-quality performance management and self-evaluation system to ensure accurate assessment of current teaching practices and areas of potential improvement

• Identify high performing Arabic and Islamic Education teachers and utilize them in the sharing of good practice and support their development in preparation for leadership opportunities.

• In conjunction with senior leaders, monitor Arabic and Islamic lesson plans and teaching modules ensuring Arabic and Islamic lessons promote the consistent development of students’ independent learning skills of critical thinking, inquiry and investigation.

Foster good working relationships within KHDA and DSIB and seek out partnership opportunities with other schools, to help promote outstanding teaching and learning within Arabic teaching and Islamic Education.

Support the HODs of Arabic and Islamic Education to produce the whole school Arabic or Islamic Education action plan, which is reviewed each year by the SLT, usually in November and March.

**Person Specification**:

**Education**: Bachelor’s degree, teaching certification, educational leadership/management qualification or workshops / training. An education to Master’s degree level would be preferable.

**Experience:** Middle or senior leader with experience in teaching & learning, pedagogy and staff performance management.

**Competencies**: An outstanding classroom teacher who has consistently delivered excellent results in either UK or IB curriculums. Proven knowledge and understanding of effective teaching methods and staff performance management. Experience of developing a high performing team. Knowledge of technology and how technology supports teaching and learning. Knowledge of child protection and safe guarding

**Attributes:**

High level of emotional intelligence

Exceptional interpersonal skills.

Experience leading and inspiring teams.

Excellent communication skills and fluency in written and verbal English and Arabic.