



THE DEARNE ALC RECRUITMENT PACK

Associate Vice Principal: Teaching and Learning

Easter 2019 or September 2019 start



EMPOWERING BELIEF

Dear colleague

I am truly delighted you are interested in the post of Associate Vice Principal: Teaching & Learning at The Dearne ALC. It is with great pride that I am able to introduce myself as Principal of the school and it is a privilege to share with you our ambitious vision for the future. As a parent first, I am resolutely determined to secure an outstanding provision for our community and to ensure that the children who attend our school have access to the same futures as my own children.

If you choose to join us you will become part of a strong morally driven school that believe in the highest levels of success for all children regardless of their background. You will be relentless in your commitment and belief in all young people and will ensure only the highest level of academic success and personal fulfilment for all: they deserve nothing less. It is our vision to create outstanding young people who are courageous champions of diversity, equality and mutual respect and who are proud of their community and are enthusiastic advocates of learning. We are excited to be joining Astrea Academy Trust this half-term; the Trust shares our passion and commitment to securing only the very best outcomes for our children and families.

We are looking for an outstanding senior practitioner to play a pivotal whole school role and lead a highly effective and hardworking team. We offer you unrivalled professional development that actively promotes independent research, collaborative working and constructive feedback and solutions. As a school working towards a Fair Workload Charter, we will provide unparalleled support and wellbeing strategies and make you feel an integral part of what we call Team Dearne.

If you share our values and want to make the kind of difference to young people's lives that challenge social boundaries then we would love to meet you! Please take this letter as an open invitation to visit our school and meet the children and staff that make the school so much more than a building. If you let us know when you would like to visit we can make sure tea and cakes are available too! We believe that is an integral part of teaching!

I very much hope that you choose to apply for this post and I look forward to meeting you.

Best wishes

Joanne Wilson
Principal

JOB DESCRIPTION

JOB TITLE:	Associate Vice Principal: Teaching and Learning
TEAM/FACULTY:	Senior Leadership Team
SALARY:	Leadership Points L18 – L21
ACCOUNTABLE TO:	Principal

CORE PURPOSE

- To raise standards and deliver high levels of progress and attainment for every child at The Dearne ALC (from 01.02.19: Astrea Academy Dearne).
- To be accountable for developing the highest possible Teaching and Learning experiences across the whole school.
- To lead and empower staff to implement the school's 2020 Vision for Outstanding.
- To inspire, motivate and influence staff and students and secure the highest levels of success for all children, particularly for disadvantaged groups and children identified as SEN.
- To seek opportunities to work collaboratively with colleagues locally, nationally and globally in order to create a world class provision for the community we serve.
- To develop outstanding, innovative, creative and professional leadership of teams in order to secure excellence for all.

STRATEGIC VISION

- Creating and sustaining an aspirational vision for School Improvement that enables students to experience success and make progress that exceeds national expectations.
- Leading and developing the quality and effectiveness of school strategies to positively impact on significantly increased progress for all students regardless of background.
- Ensuring unrivalled professional development that actively promotes independent research, collaborative working, constructive feedback and practical solutions, including presenting at a national level and teaching in different sectors.

LEADERSHIP ACCOUNTABILITIES

- Strategic leadership of Teaching and Learning through the development of school improvement strategies that significantly improve students' perceptions of what can be achieved through dedication, self-belief and a determination for success.
- To deputise for the Principal as required.
- Quality assuring all practice across school to deliver outstanding student outcomes.
- Holding to account all teachers for the progress of children in their professional care.
- Working collaboratively with external partners to ensure as an outward facing school all avenues of support are explored and have high impact.
- To work as part of The Executive Team in order to support the strategic leadership of the school.
- To fully commit to the vision and ethos established by the Governors, the Academy Trust and the Principal.
- To be an excellent role model for all members of staff and students and to maintain a positive and visible presence around the school.
- To continuously review academic provision in all areas to ensure value for money.
- To ensure that all staff teams have the direction to deliver according to the school's vision.
- To comply with any reasonable request from the Principal to undertake work of a similar level not specified in this job description.

STRATEGIC SCHOOL IMPROVEMENT RESPONSIBILITIES

1. VALUES & ETHOS

- Provide strategic leadership of Teaching and Learning, including a significant focus on identified low performing groups.
- Drive the raising of standards through high expectations of staff across the school, holding to account where necessary and celebrating excellent practice to extend outstanding provision.
- Lead on the development of a Fair Work Charter which provides unparalleled support and well-being strategies to support a healthy work/life balance.
- Ensure Governors have a regular, clear understanding of the quality of lesson delivery and impact.
- Contribute to a whole school approach to parental communication and engagement.

2. BEHAVIOUR & SAFETY

- Embed and model the school's value words into every aspect of school life.
- Secure the highest standards of behaviour, attitudes to learning and attendance across school, so that effective learning can take place for all students.
- Ensure all colleagues implement and adhere to the school's behaviour management policy, safeguarding the health and well-being of students at all times.
- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, equal opportunities for all, confidentiality and data protection, reporting all concerns to an appropriate person.

3. ACHIEVEMENT & STANDARDS

- Secure the commitment of others to the vision and ethos of the school and embed ambition to drive improvement and deliver high levels of progress, attainment and student success that exceeds national expectations.
- Ensure training and professional development is in place to provide an unrivalled academic provision which is tailored to individual starting points and meticulously consolidates progress from primary school.
- Actively seek and embrace academic professional partnerships to improve education as a whole.
- Work closely with the Vice Principal: Progress to analyse student data and triangulate with teaching observations and work scrutiny to implement appropriate interventions and programmes to target areas of concern.
- Produce oral and written assessments, reports and evaluations relating to the quality of teaching provision in relation to individual and groups of students for Governors, Astrea Academy Trust and relevant external bodies.

4. TEACHING & LEARNING

- Rigorously monitor and evaluate the quality of teaching and learning across the whole school through learning walks, work scrutiny, student and teacher voice and rapidly address areas of under-performance.
- Be the 'face' of Teaching and Learning at the school: ensuring your high expectations are consistently mirrored in every single classroom, every day, every lesson.
- Lead on the recruitment of high quality staff, working closely with the Assistant Director: HR and Wellbeing.
- Lead on the development of a Dearne Teaching School Alliance, proactively talent-spotting, recruiting and training the next generation of exceptional teachers and leaders.
- Promote and celebrate the work of teachers who are relentless in their commitment and belief in all children and ensure the absolute highest level of academic success and personal fulfilment.
- Conduct effective appraisal reviews for identified staff and ensure that appropriate programmes are designed to meet such needs.
- Work with other senior staff to ensure the latest research is used in developing CPD programmes as appropriate.
- Ensure that personal contributions to curriculum delivery are an exemplar to other academic staff.

5. LEADERSHIP

- Actively support the Principal in delivering an outstanding vision for the school.
- Deputise for the Principal in their absence.
- Promote effective leadership across the school to deliver improved outcomes for students.
- Build effective teams through effective delegation of appropriate tasks, department responsibilities and duties.
- Lead Middle Leader meetings and other meetings as required.
- Promote the development and training of staff, including participation in appraisal and the supervision of newly qualified or appointed teachers.
- Undertake whole school leadership responsibilities, such as assemblies, duties, after school events and out of school visits or experiences.
- Be positive even when times are challenging!

6. GENERAL

- Supervise the work of support staff and delegate administrative tasks where appropriate.
- Ensure rooms and all corridors present stimulating learning environments and are safe and fit for purpose.
- Take on specific leadership and management tasks related to the day to day administration and organisation of the school as requested by the Principal.
- Create and maintain positive and supportive relationships with parents, governors and the wider community.

This Job Description should be read alongside the range of professional duties of Teachers as set out in Part 10 of the Teachers' Pay and Conditions Document.

January 2019

PERSONAL SPECIFICATION

Associate Vice Principal: Teaching and Learning

RELEVANT EXPERIENCE
<ul style="list-style-type: none"> • <u>At least 3 years of experience</u> as a successful Assistant Principal, or similar senior post in a secondary school setting with proven impact on student outcomes. • <u>At least 3 years of experience</u> of tangible student progress data that clearly demonstrates rapid improvement across a faculty and rapid progress for own teaching groups. • <u>At least 3 years of experience</u> of successfully challenging underperformance of staff and students leading to evidence based improved outcomes. • Evidence of effectively sharing best practice across school and delivering CPD to colleagues <u>in the last year</u>.
QUALIFICATIONS
<ul style="list-style-type: none"> • A Graduate with Q.T.S. status. • Evidence of further post-graduate relevant study, e.g. NPQH, NPQML. • Recognised SLE.
TRAINING
<ul style="list-style-type: none"> • Evidence of additional recent and relevant continuing professional development
SPECIALIST KNOWLEDGE AND SKILLS
<ul style="list-style-type: none"> • A secure understanding of leadership and the contribution it makes to school improvement. • High level communication, organisational and management skills which lead and inspire others. • The ability to communicate vision and strategy effectively and persuasively in a variety of contexts and audiences. • The ability to evaluate colleagues' work and provide supportive feedback to secure improvement. • An understanding of the factors contributing to successful outcomes in education for young people. • An understanding of progress measures and the ability to analyse and interpret data to secure measurable impact. • Up to date knowledge of the issues surrounding disadvantage, particularly white, British, working-class families and the challenges faced by schools. • A working understanding of the current inspection framework and its implications for school leadership.
PERSONAL ATTRIBUTES
<ul style="list-style-type: none"> • An absolute belief and commitment in the capacity of every single child to be successful, and an understanding that every child really does matter regardless of background. • A creative and innovative leader able to communicate and deliver an effective vision and secure impact. • Commitment to abide by and uphold policies on Equal Opportunities, Health and Safety, Child Protection and Safeguarding. • Resilience, self-motivation, courage and stamina and the personal drive and desire to 'make a difference' in an environment which can be challenging at times.

Key: Essential/Desirable

January 2019