

Job Description

Post: Director of Curriculum Phase (Induction, Transition, Upper)

Purpose

To challenge educational and social disadvantage by working with the Principal and Senior Team to lead a healthy academy in order to achieve the highest possible standards and prepare all our students to lead happy, purposeful and successful lives.

Duties and Responsibilities

- Live the mission and values every day.
- Lead all aspects of behaviour, attendance safeguarding for your curriculum phase
- Lead on the daily student experience for your curriculum phase ensuring all children have the right climate to learn and that barriers are removed.
- Ensure a daily climate that is calm, positive and ambitious, constantly working to craft the culture of an outstanding Dixons Academy.
- Sweat the small stuff so that standards are exceptionally high and all can thrive.
- Espouse the unwavering belief that our young people can and will succeed and deserve nothing less than the very best educational experience.
- Constantly role-model our warm-strict approach to managing behaviour, upholding the highest expectations for our daily routines and practices.
- Work tirelessly to include the most vulnerable and ensure their needs are met, while taking an uncompromising approach to high expectations, ensuring fairness for all.
- Ensure that the academy's systems and processes for managing behaviour and attendance are well considered, efficient and fit for purpose; upholding the principles of transparency, integrity and probity.
- Use all available data to identify the strategy to drive up standards.
- Work to safeguard and protect children in collaboration with other agencies as appropriate and ensure all aspects of our child protection procedures are robust and highly effective.
- Be a highly visible, consistent and supportive presence in and around the academy; serve the staff and students by creating and over-communicating clarity.
- Promote an aspirational culture which motivates everyone to work collaboratively, share knowledge and delivers exceptional outcomes.
- Challenge underperformance at all levels with effective corrective action.
- Liaise with all stakeholders to support school improvement and maximise students' progress.
- Ensure all staff follow academy guidelines and implement policies; hold self and others to account.
- Manage own workload and that of others.
- Treat team members with equity and respect and be proactive in supporting all team members regardless of their need.
- Take time to listen to the views of students and parents.
- Highlight any areas for concern and support staff in reaching the expected standards of performance.
- Provide regular reports to key stakeholders on the success of strategies and procedures.
- Lead meetings and training sessions.
- Participate in, and lead, coaching; work in effective partnership with other leaders in the Trust.
- Engage fully in the academy appraisal process to fulfil personal potential and be able to participate effectively in the implementation of the academy's goals and improvement plan.
- Carry out any other reasonable duties as requested by the Principal.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed annually.