



Headteacher: Georgina Littler  
Executive Headteacher: Rachael Warwick

## Job Description: Deputy Headteacher

**Responsible to:** Headteacher

### Job Purpose:

High expectations and Inclusion are central to our core school values. The postholder will further develop the school's commitment to the exceptional progress of all groups of students by developing and implementing a whole school strategy which supports inclusion, further develops assessment, curriculum and progress of all students at Key Stage Three and ensures success for vulnerable, disadvantaged and SEND students across the school.

This post is also intended to ensure that the distinctive features of the school's wider curriculum such as outstanding character education, student wellbeing, oracy and leadership, amongst others, are at the heart of the school's leadership and strategic focus. The post holder will further develop these strengths by designing and implementing a whole school framework which ensures these strands are at the core of every student's experience and are embedded within our curriculum offer.

**Remuneration:** LT 18 - 22

### Leadership Roles

To lead and develop a whole school strategy to continue to raise standards for disadvantaged and SEND students.

To secure ongoing development and improvement of inclusion structures and systems to ensure they are consistently and effectively used to support vulnerable students across the school.

To lead on raising standards at Key Stage 3 to ensure high levels of challenge and support throughout, including quality assurance of the KS3 curriculum, KS2-3 academic transition and effective use of the Covid-19 Premium to ensure high quality literacy and numeracy intervention in Year 7.

To overview our exceptional student leadership and character education provision, working alongside the Director of Ethos, ensuring that it is accessed by all of our students, including vulnerable students.

To develop a strategic approach to student wellbeing, mental and emotional health across the school drawing on the excellent support in place through our Student Wellbeing Lead, our Personal Development curriculum and the wider pastoral support team.

To review and lead on our system of staff performance development with the support of the Assistant Headteacher for T&L and CPD.



To think creatively and strategically to ensure that new developments are well considered and implemented effectively for all involved, with due regard to staff workload.

To drive forward whole school self-evaluation and quality assurance systems by contributing to the whole school Self Evaluation Form and School Development Plan, and delivering on agreed priorities for development and improvement.

To sustain and develop the growth mindset culture of DGS as a school which has the highest standards and where all staff and students aspire to continually improve their own practice through reflection, collaboration and hard work.

To ensure that the culture of the school remains positive, solution-focused and collaborative, winning the hearts and minds of staff, students and parents.

To lead by example with respectful relationships, high standards and compassion in all interactions with young people.

To take the initiative on changing priorities and needs across the school as they arise and responding swiftly, strategically and effectively.

To contribute to developments across Ridgeway Education Trust as a whole and build on the strength of collaboration across the Trust.

To build strong and effective partnerships with parents and the local community to promote the school's positive ethos and the school's core values.

To deputise for the Headteacher, as required.

## **Management Roles**

- To work with pastoral and academic middle leaders to raise standards for Disadvantaged and SEND students
- To work with HODs, HOYs and other key staff to develop a whole school approach to inclusion, including the development of an inclusion forum
- To convene and lead raising achievement meetings for Years 7-9
- To co-ordinate inclusion provision across the school including line management of SENDCo and Flexible Provision Lead
- To coordinate the leadership of the wider curriculum through management of leaders of oracy, numeracy, wellbeing, careers and Ethos
- Line management of key HODs and other leaders by agreement, and full participation and support in Senior Leadership Team quality assurance and self-evaluation systems
- Reporting to governors on a regular basis and ensuring relevant policies reflect current practice
- SLT lead for disadvantaged, SEND, KS3 student progress for Curriculum and Staff Governors' Committee
- To assist in the interview, appointment and induction of new staff

## **Organisational Roles**

- All corporate roles which are part of being a member of the SLT (eg SSD periods, detention duty, site duty, assembly rota, readmission meetings)
- Any reasonable task, as requested by the Headteacher

