

THE WARRINER SCHOOL
Assistant Headteacher – Head of KS5
Job Description

Responsible to: The Headteacher

Aim: To raise attainment and achievement across the school with particular responsibility for KS5

Post holder:

As Assistant Headteacher:

1. To act as a member of the Senior Leadership Team, sharing and promoting the aims, culture, ethos and vision of the school and to share whole-school responsibilities with leadership team colleagues, as agreed with the Headteacher.
2. To be imaginative, innovative and visionary in developing school systems, strategies, policies and practices to support learning, teaching, opportunity and achievement and the enjoyment of education.
3. To lead a duty team.
4. To take part in the cycle of Headteacher detentions.
5. To attend meetings of the Governing Body in as requested by the Headteacher or Chair of Governors.
6. To lead on whole school literacy to ensure compliance with school policies and national strategies and to delegate tasks to the Literacy Co-ordinator as appropriate.
7. To support subject leaders as appropriate.
8. To carry out other duties as reasonably requested by the Headteacher.

As Head of KS5:

Standards

1. To be accountable for the progress of all students in KS5.
2. To set the ethos for all KS5 students.
3. To manage, develop and implement school policy on assessment, recording and reporting, including Assessment for Learning, target-setting and student tracking in KS5.
4. To lead on KS5 interventions evenings as appropriate for students not making acceptable progress.
5. To hold subject leaders accountable for students not making acceptable levels of progress.
6. To ensure that suitable interventions are in place for those students not making acceptable progress.
7. To chair Raising Standards meetings with KS5 leads and subject leaders in core subjects and heads of year in order to review progress and impact of intervention strategies.

Pastoral

1. To be accountable for pastoral care of all KS5 students.
2. To develop and monitor the implementation of a common approach to the pastoral care of students in KS5 that enables pastoral teams to effectively support students' learning, identifying and addressing those issues that might compromise students' progress.

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3. To promote the highest levels of motivation for learning amongst all students by working with Head of Sixth Form
4. To work with Head of Sixth Form to develop appropriate year specific tutor programme.
5. To ensure that the PHSE programme is timely and appropriate.

As DA Progress Lead:

1. To be accountable for the progress and attainment of disadvantaged students.
2. To develop the whole school strategy for supporting the progress of disadvantaged students in order to close any gaps, liaise with the Headteacher over funding for these strategies.
3. To track these interventions and their impact.

Line Management Responsibilities

1. Head of Sixth Form