**TITLE OF POST: HEADTEACHER LDBS ACADEMIES TRUSTS**

Group 2 L15 - L21 plus Outer London weighting

**JOB PURPOSE:** To provide effective leadership for St Richards C of E Primary School, securing success and continuous improvement across the school, ensuring high quality education for all pupils and the highest standards of learning and achievement in accordance with statutory requirements. The Headteacher will be required to uphold the ethos and values of the Church of England and also of the LDBS Academies Trust within day-to-day working practices.

**RESPONSIBLE TO:** The LDBS Academies Trust 2 (LAT2) and the Local Academy Committee (LAC).

**ACCOUNTABILITIES:** To be met in accordance with the provisions of the School Teachers’ Pay and Conditions Document and within the range of teachers’ duties set out in that document, and the National Standards for Headteachers.

**Shaping the Future**

Establish and implement a strategic plan that inspires and motivates all stakeholders, which ensures pupils achieve high standards and develop in all aspects of their education and also reflects the needs of the school and its community.

Create and communicate shared values and translate the LAT2 vision into clear objectives that promote and sustain school improvement.

Ensure that the school moves forward to the benefit of its pupils and wider community.

Motivate and inspire stakeholders to create a strong culture of learning within an inclusive environment.

Ensure that the parent community are fully engaged in their child's learning and respectful to all who work in the school.

**Leading, Learning and Teaching**

Set high expectations and challenging targets, monitoring effectiveness and evaluating outcomes and the quality of teaching in collaboration with the LAT2’s Quality Assurance Consultant.

Ensure the schools focuses on pupils’ achievement, using data and benchmarks to monitor progress in every child’s learning.

Establish creative, effective approaches to support children during and after the pandemic in their learning, and to be responsive to the needs of the pupil community and their parents.

Ensure a culture that supports and facilitates pupil engagement in, and ownership of, their own learning.

Implement strategies to secure high standards of behaviour and attendance.

Monitor, evaluate and review classroom practice and promote improvement strategies, challenging underperformance and ensuring corrective action.

**Managing the Organisation**

Set appropriate priorities for expenditure, allocating funds and ensuring financial control, in accordance with LAT2 and LAC policies.

Work with the LAT2 and the LAC to recruit, induct and develop high quality staff within safer recruitment guidelines.

Manage, deploy and develop teaching and non-teaching staff to secure the quality of education and pupils’ achievement, including performance management.

Manage and monitor use of resources in order to secure the quality of education and pupils’ achievement.

Ensure best-value deployment and use of human, financial and material resources.

Manage accommodation to ensure that it meets the needs of pupils, the curriculum and health and safety regulations.

Regularly evaluate and report on the allocation of roles, responsibilities, finance and resources to ensure these underpin the best possible learning environment and highest standards.

**Safeguarding**

Take responsibility for ensuring that all staff understand and follow safeguarding policies.

Ensure that all teaching and support staff are fully inducted in and made aware of the school safeguarding procedure including knowing the names of the designated CP officer (DCPO) and the Deputy DCPO.

Be responsible for monitoring that all policies and procedures are followed by all teaching and support staff.

Ensure that the designated lead for CP is given the appropriate resources to carry out the duties of that role effectively.

**Developing Self and Others**

Build a collaborative learning culture within the school and actively engage with other LAT2 schools to build effective learning communities and partnerships.

Ensure effective planning, co-ordination, support and evaluation, ensuring clear delegation of tasks and devolution of responsibilities.

Develop and maintain effective strategies and procedures for the induction, professional development and performance review for all staff.

Set high expectations for all and address underperformance using the relevant process and procedures to do so.

Act as a role model for the highest professional standards.

Regularly self-evaluate, set personal targets and take responsibility for own personal professional development so as to be well equipped to deal with the increasingly complex role of leadership of the school community.

Ensure both self and others achieve an appropriate work/life balance.

Build effective professional working relationships with all staff so as to motivate them and enable them to carry out their respective roles effectively.

**Securing Accountability**

Be legally and contractually accountable to the LAT2 and LAC, and work with them to meet their responsibilities.

Develop an ethos that enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes.

Ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation through performance management.

Develop and present an accurate account of the school performance for a range of audiences including parents and carers, the LDBS adviser, the LAT2 Quality Assurance officer, the CEO of the LAT2, and the members of the LAC. This group may also include Ofsted.

**Strengthening Community**

Establish strong working relationships across the school and with other LAT2 schools.

Establish a very strong partnership and working relationship with St. Richard`s Church.

Co-operate and work with relevant agencies and partners to ensure the well-being of children.

Ensure learning experiences for pupils are linked and integrated with the wider community, local, national and global.

Build a school culture and curriculum that takes account of the richness and diversity of the school’ community.

Create and promote positive strategies for challenging all forms of prejudice and harassment.

Promote the concept of lifelong learning and family engagement with learning through partnership.

Manage effective relationships with all stakeholders and partners.

And to be responsible for any other duties as deemed appropriate by the Department for Education or LAT2.