

JOB DESCRIPTION

HEADTEACHER

1. LEADING TEACHING & LEARNING

You will:

- Develop creative, responsive and effective approaches to teaching and learning that are wholly relevant to children with disabilities and special educational needs.
- Ensure that learning is at the centre of strategic planning and resource allocation.
- Ensure a consistent and continuous focus on pupils' achievements.
- Promote high expectations and set challenging targets.
- Create innovative ways to use data and benchmarking to monitor individual progress of special children.
- Create a challenging and supportive culture where all pupils can achieve their full potential.
- Oversee the implementation and maintenance of a broad and balanced curriculum incorporating the National Curriculum and relevant to the academic abilities and special needs of all pupils.
- Monitor classroom practice and implement improvement strategies as the need arises.
- Challenge any under performance and ensure effective corrective action.

2. MANAGING THE ORGANISATION

You will:

- Work with and support the governing body to meet its responsibilities.
- Ensure that resources are used effectively to improve the quality of education for all pupils and provide value for money.
- Manage tight budgets in the face of demand pressure and competing priorities.
- Recruit and manage staff to achieve the visions and goals of the school.
- Ensure there is due regard for safeguarding children and young people.
- Ensure the management systems, structures and processes work effectively and in line with legal requirements.
- Foster productive relationships across all of the agencies who work in the school, including on-site medical professionals.
- Ensure that policies and practices take account of national and local initiatives.
- Ensure the school environment meets the needs of the curriculum and health and safety regulations.
- Ensure the school is a school of choice for parents.
- Encourage the involvement and support of parents and the local community in the life of the school.

3. WORKING WITH OTHERS

You will:

- Promote equality in line with the Equality Act 2010.
- Treat people fairly, with dignity and respect.
- Manage and lead the staff team.
- Be approachable and supportive to parents.
- Engage with external partners to build effective learning communities.
- Promote staff professional development.
- Continue ongoing development of a collaborative learning culture.
- Ensure continued effective planning and evaluation of work.
- Develop the links between the school and the wider community.
- Fostering productive relationships between medical professionals who work at the school, external agencies and school staff.

4. SHAPING THE FUTURE

You will:

- Work with the governing body and staff to set the strategic direction of the school in order to achieve the best outcomes for pupils.
- Translate the vision and strategy into agreed objectives.
- Promote continuing school improvement.
- Lead and manage staff effectively including through delegation across the senior leadership team.
- Create a shared culture and positive environment.
- Use creativity, innovation and new technologies to continue to improve standards.

You will also be required to undertake such other tasks and responsibilities as the governors shall decide from time to time.