

Job Description: Deputy Head Teacher

Job Title: Deputy Head Teacher

Pay Scale: L9 - 13

Job Purpose: Achievement

To support the Head Teacher in creating, developing and evaluating the aims of the school in partnership with Pupils, Staff, Governors and Parents.

Duties and Responsibilities:

The Deputy Head Teacher will:

- report and deputise effectively for the Head Teacher when required to do so;
- assist the Head Teacher and Governors in determining and managing a whole curriculum, in accordance with the abilities and needs of the pupils;
- support and contribute to the school's system for the review and evaluation of teaching and learning;
- evaluate strategies for the raising of pupils' standards of achievement and attainment, identifying impact and effectiveness;
- work in partnership with the Head Teacher and the Governing Body to ensure that sound management of finance, personnel and resources enables the school to offer best value for money;
- contribute effectively as a member of the Senior Management Team;
- play a major role in the professional development of all staff and in the management of CPD;
- lead and support staff in the management and development of their curricular responsibilities to promote high quality teaching and learning;
- foster the development of a positive and supportive ethos for academic and social learning;
- contribute to the overview of safeguarding, pastoral care, personal development and general behaviour of the school;
- display a high standard of professional behaviour and integrity at all times;
- act as a reviewer in the performance management system;
- promote and develop a partnership with parents which recognises the worth of their contribution to their child's education;
- assist the Head Teacher in the day-to-day running of the school;
- be involved in the organisation, planning and delivery of assemblies as and when necessary

Signed DHT HT Date: