

## **Gosforth Central Middle School**



### **Job Description**

<b>Post Title:</b>	Deputy Teacher
<b>Pay Scale:</b>	Leadership Scale L13 – L17
<b>Responsible to:</b>	Headteacher
<b>Responsible for:</b>	To provide professional, strategic and dynamic leadership to support successful outcomes for all students.
<b>Job Purpose:</b>	As above

### **Main responsibilities:**

The following list is typical of the level of duties a Deputy Headteacher will be expected to perform. It is not necessarily exhaustive and other duties of a similar type and level may be required from time to time.

### **General responsibilities:**

- To fulfil all the requirements and duties as set out in the School Teachers' Pay and Conditions Documents.
- To maintain and promote the school's ethos and character with all stakeholders.
- To achieve any performance criteria, objectives and targets agreed with or set by the Headteacher in accordance with the requirements set out in the national appraisal arrangements.

### **Specific: To work in conjunction with the Headteacher and SLT:**

- To provide strategic direction and leadership across the school. To lead, plan, manage and ensure the successful delivery of the School's vision of developing accomplished students.
- To develop and deliver a vision of school improvement within the school and to lead staff, parents, students, and governors in reviewing and evaluating the effectiveness of the School's provision and plans.
- To further develop assessment, both formative and summative, across the school.
- To be responsible for data analysis across the school.
- To raise standards in both academic and behavioural performance and to report on these to the governing body.

- To lead the school through rigorous self-evaluation, including quality assurance and appraisal at all levels.
- To lead, develop, inspire and motivate effective teams in order to raise standards across the school.
- To ensure all resources, including the deployment of staff, are well managed and allocated in accordance with the budget setting process, providing regular updates and reports to SLT and governors.
- To ensure the implementation of the policies on a daily basis.
- Specific responsibilities will be discussed with the successful candidate after appointment.

### **Safeguarding Responsibilities:**

- To take responsibility for promoting and safeguarding the welfare of all children as deputy DSL.
- To carry out his/her duties with full regard to the Child Protection, Equalities and other relevant policies in the terms of employment and service delivery to ensure that colleagues are treated and services delivered in a fair and consistent manner.
- To comply with health and safety policy and systems, report any incidents / accidents / hazards and take a proactive approach to health and safety matters in order to protect both yourself and others.

These duties are neither exclusive, nor exhaustive. The post holder will have regular work flow review based upon the priorities of the Strategic Plan and be required to undertake specific duties and responsibilities, which the School's Headteacher or the Governing Body may determine from time to time.

**February 2024.**