Assistant Principal

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| **Closing Date**  | Midnight on Friday 24th June 2022 |
| **Salary** | L7-14 |
| **Start Date** | January 2023 or sooner |
| **Shortlisting** | Tuesday 21st June |
| **Interview Date** | Tuesday 28th June |

# Overall Responsibilities

1. Ensure all *Safeguardin*g systems and practices across school are effective
2. Work alongside the SENCO to ensure identification, systems and correct provision for those with special needs are met by school and class teachers
3. Maintain clear vision, purpose and high expectations focused on pupil achievement
4. Inspire, motivate and influence staff to reach the highest standards in all respects
5. To be a role model for all staff and students and be a visible, supportive and challenging senior leader
6. With the Principal, be responsible for monitoring and improving the quality of teaching and any CPD requirements across school.
7. Monitor the induction and progress of new staff
8. Undertake rigorous self-evaluation and use the findings effectively
9. Plan and lead whole staff training as required

# Teaching, Learning and Assessment

1. Work with the Principal and other leaders to monitor the quality of teaching and learning within the school
2. Participate in and, at times, lead internal subject reviews including setting targets for development and feeding back to subject heads
3. Provide coaching to teachers to upskill class teachers and subject leaders
4. With the Principal, advise the senior leadership team of relevant developments within teaching and learning
5. Further refine the approach to curriculum/assessment across Foundation subjects

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**Trust Responsibilities**

1. Share the Trust’s Vision, Mission, Values and Behaviors and communicate them effectively
2. Participate in Staff Review and Professional Development activities, and be actively involved in the Trust’s culture of high expectation
3. Value diversity and promote equality
4. Engage in marketing activities and liaison with employers and the wider community in line with Trust strategies
5. Contribute to cross-Trust events
6. Adhere to Trust policies and procedures including Health and Safety
7. Be responsible for safeguarding and promoting the welfare of children and young people
8. Any other duties that the Principal may consider appropriate

**Person specification**

**Qualifications and Attainments**

Qualified teacher status Essential Degree Essential

**Experience**

Successful leadership and management experience in a school (minimum 3 years) Essential

Demonstrable success as a core subject leader Essential

Class teacher experience across two key stages Essential

Experience as Designated Safeguarding Lead Desirable

Involvement in school self-evaluation and development planning Essential

Demonstrable experience of successful line management and staff development Essential

**Skills and Knowledge**

Data analysis skills with the ability to set targets and identify weaknesses Essential

Understanding of high quality teaching with the ability to model this, including the Essential

planning phase, to support others

Effective communicator and interpersonal skills Essential

Ability to build effective working relationships Essential

Ability to communicate a vision and inspire others Essential

**Personal Skills and Attitudes**

A commitment to getting the best outcomes for all pupils and promoting the ethos and Essential

values of the school

Ability to work under pressure and prioritise effectively Essential

Commitment to safeguarding and equality Essential

