

JOB DESCRIPTION

Deputy Headteacher-Behaviour and Attitudes	
Scale	17-21
Section	Leadership
Responsible to	Headteacher
Responsible for	Behaviour and Attitudes
Job Purpose	<p>The Deputy Headteacher, under the direction of the Headteacher, will take a major role in:</p> <ul style="list-style-type: none"> • Formulating the aims and objectives of the school • Establishing policies for achieving these aims and objectives • Managing staff and resources to that end • Monitoring progress towards the achievement of the school's aims and objectives
Qualities	<p>The Deputy Headteacher will:</p> <ul style="list-style-type: none"> • Uphold public trust in school leadership and maintain high standards of ethics, behaviour and professional conduct • Build positive and respectful relationships across the school community • Serve in the best interests of the school's pupils • Be committed to ensuring a fully inclusive school environment meets the needs of all pupils
Duties & Responsibilities	<p>Under the direction of the Headteacher, the Deputy Headteacher will:</p> <ul style="list-style-type: none"> • Liaise closely and work collaboratively with the Senior Leadership Team to provide strategic vision, leadership and direction for the school which focuses on: improving students' progress and outcomes; enhancing students' behaviour and attitudes at school; promoting and supporting a positive school culture. • Play a role in the monitoring and evaluation of the School Improvement Plan, taking appropriate actions to ensure the school's goals are achieved. • Act as a role model to the rest of the Senior Leadership Team and all staff and students in setting and maintaining the

	<p>highest standards in all aspects of work and in challenging and supporting others.</p> <ul style="list-style-type: none"> • Lead by example, providing inspiration and motivation for students, staff, governors, and parents. • Share in the effective and efficient management of the school on a daily basis and maintain a high-profile presence for staff and students. • Lead the strategic development for behaviour and attitudes ensuring accountability measures and strategies are student centred, have impact and are underpinned by a robust evidence base. • Keep abreast of current local and national educational developments and ensure effective dissemination amongst appropriate colleagues. • Ensure the creation of a safe, calm, orderly and positive environment, characterised by respect, trust, cooperation and kindness, so students learn effectively, and teachers can teach. • Set and establish clear strategies, routines, and high expectations for the behaviour of all students across all aspects of school life. • Lead on high standards of school uniform in line with school policy. • Support colleagues to effectively meet the needs of more challenging student behaviour, encouraging warmth, empathy and emotional intelligence and an understanding of the individual and minimising any negative impact on learning. • Provide expertise in supporting colleagues to prevent, anticipate and respond to potentially disruptive incidents, reinforcing positive student behaviours. • Research and lead on clear strategies for the continued improvement of student behaviour. • Drive a proactive approach to prevent bullying and discrimination so that students feel happy and safe. • Advise on suspensions ensuring in all cases that their use is proportionate, legal, and justified. • Monitor and evaluate behaviour patterns and trends across the school. • Develop strategies for effective re-integration of students following suspension. • Lead on the development of alternative strategies for suspension. • Lead on strategies to manage behaviour through effective CPD. • Uphold educational standards to prepare pupils from all backgrounds for their next phase of education and life • Encourage high standards of behaviour from pupils, built on rules and routines that are understood by staff and pupils and clearly demonstrated by all adults in school • Use consistent and fair approaches to managing behaviour, in line with the school's behaviour policy • Make sure the school works effectively with parents, carers and professionals to identify additional needs and provide support and adaptation where appropriate • Ensure staff and pupils' safety and welfare through effective
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	<p>approaches to safeguarding, as part of duty of care</p> <ul style="list-style-type: none"> • Ensure that staff understand their professional responsibilities and are held to account • Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils, including other schools and external organisations • Work closely with the whole staff body to promote a positive and respectful culture which exemplifies the school and Stowe Valley trust core values, in which difference is valued and nurtured, and bullying, harassment and discrimination are not tolerated so that all members of the school community can excel. • Deputise for the Headteacher as required. • Have due regard for safeguarding and welfare of children and young people and to follow the child protection procedures adopted by the Trust • Participate in the school's appraisal process. • The post holder will be responsible for their own health and safety. All duties and responsibilities must be carried out in line with the specific requirements detailed in the MAT Health and Safety policies. • Due to changing customer demands, duties and responsibilities are likely to vary from time to time and the school therefore retains the right to amend job descriptions to reflect changing requirements. • Perform any other reasonable tasks within the position.
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Person specification

CRITERIA	QUALITIES
Qualifications and training	<ul style="list-style-type: none"> • Qualified teacher status • Degree • NPQSL (desirable)
Experience	<ul style="list-style-type: none"> • Successful leadership and management experience in a school · Teaching experience • Involvement in school self-evaluation and development planning • Demonstrable experience of successful line management and staff development • Demonstrate impact on behaviour management

<p>Skills and knowledge</p>	<ul style="list-style-type: none"> · Data analysis skills, and the ability to use data to set targets and identify weaknesses · Understanding of high-quality teaching, and the ability to model this for others and support others to improve · Effective communication and interpersonal skills · Ability to communicate a vision and inspire others · Ability to build effective working relationships with staff, students and parents · Ability to plan strategically · Up to date research knowledge in behaviour and attitudes
<p>Personal qualities</p>	<ul style="list-style-type: none"> · A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school · Ability to work under pressure and prioritise effectively · Commitment to always maintaining confidentiality · Ability to lead and work as part of a team · Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position.

Stowe Valley MAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to an Enhanced DBS Disclosure.

COMMITTED TO EQUAL OPPORTUNITIES