**Job Title HEADTEACHER**

Responsible to the Chair of Governors

Responsible for the education and wellbeing of the pupils and support the employees of Ingoldisthorpe CE VA Primary School.

Salary Scale Group 1: Leadership Point 6 -18

**Job Purpose**

• Be responsible for the internal organisation, management and control of the school.

• Take the lead role on working with and reporting to the Governors to develop and deliver a collaborative school vision, which embraces excellence, high standards and inclusion. Translate the vision into a development plan and implement it successfully

• To lead and manage the school; providing a vision and setting a culture that puts the children’s welfare, a thirst for learning and a desire for continual improvement at the heart of what we do.

• The Head teacher shall carry out their professional duties in accordance with: - Safeguarding legislation - The current School Teachers Pay and Conditions Document - Head teachers’ Standards

**MAIN DUTIES AND RESPONSIBILITIES Leadership and Management**

1. Lead by example, with integrity, creativity, resilience, optimistic personal behaviour and clarity, drawing on your own expertise and skills, and that of those around you.

2. Communicate the school’s vision in a compelling way and drive the strategic leadership and direction, empowering all pupils and staff to excel. Follow a rigorous process of evaluation, review and analysis of data and practice, and draw on the experiences of senior leaders and teaching staff

3. Develop and sustain effective and collaborative relationships with Governors, staff, the Church and relevant external bodies, ensuring effective governance of the school. Actively support governors to understand their role and deliver their functions effectively.

4. To lead with high expectations of pupils and staff, working with the SLT, staff and Governors to set ambitious and optimistic goals across all areas.

5. Establish rigorous, fair and transparent systems and measures for managing the performance of all staff, addressing any underperformance, supporting staff to improve and valuing excellent practice.

6. To be responsible for the well-being of all staff and promote a supportive team environment.

7. To have overall responsibility for the safeguarding of pupils and ensure that rigorous procedures are in place to meet statutory duties and promote good practice.

8. Exercise strategic, curriculum-led financial planning to ensure the equitable deployment of budgets and resources, in the best interests of pupils’ achievements and the school’s sustainability.

9. To create an environment that promotes and supports health and wellbeing, a love of learning, mutual respect, resilience and feeling of safety for the benefit of the children, staff and parents teaching and learning

10. To lead and manage teaching and learning throughout the school, ensuring that high quality teaching and a rich curriculum is provided for all children to inspire a love of learning and enable them to achieve their full potential.

11. Provide a safe, calm and well-ordered environment for all pupils and staff, focussed on safeguarding pupils and developing their exemplary behaviour in school and in the wider society.

12. To analyse school data, identify areas for improvement and engage the whole school team in developing and implementing actions and effective systems to progress and develop the school.

13. Secure excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and pupils’ wellbeing

14. Create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.

15. Undertake such other duties and responsibilities as may be reasonably required and commensurate with the post of Head teacher and directed by the Governors. 23. To act as the Designated Safeguarding Lead.