



Job description – AHT Behaviour & Personal Growth

Education for the 21st Century is committed to safeguarding and promoting the welfare of young people and expects all staff and volunteers to share this commitment. All offers of employment are subject to an Enhanced DBS check and where applicable, a prohibition from teaching check will be completed for all applicants. Education for the 21st Century is fully committed to equality and to valuing diversity as an employer and a provider of education.

<p>Summary of the role:</p>	<p>To assist the Headteacher in setting a school vision to improve outcomes and transform lives. Establish policies and systems through which this will be achieved, lead and manage staff and resources to that end, and monitoring progress towards their achievement. This post would form part of the Senior Leadership Team of the academy.</p> <p>The Assistant Headteacher will work closely with the Deputy Headteacher to ensure rapid school improvement and that outstanding teaching and learning is understood and delivered by all. The Assistant Headteacher will lead strategically on a key area of School improvement.</p> <p>This is an opportunity to work strategically and operationally across the school and with other senior leaders across the Trust.</p>
<p>Conditions:</p>	<p>Salary: L14-18</p> <p>Contract: Permanent</p> <p>Line led by: Deputy Headteacher: Behaviour, Attitudes and Personal Development</p> <p>Line lead: staff relevant to the area of school improvement</p>
<p>Main duties and responsibilities:</p>	<p>Qualities and Knowledge</p> <ul style="list-style-type: none"> • To lead and undertake any job at the reasonable request of the Headteacher. • Contribute to SLT discussions, including those that go beyond the immediate concerns of the school.



- To keep abreast of developments in education – relating to Teaching and Learning to ensure that the school adapts to necessary changes.
- Contribute to setting a strategic vision for the school and lead others in its implementation.
- Challenge any low expectations from staff, students, or parents.
- Act as a role model for others by consistently delivering good and outstanding lessons.
- Remain up to date with national changes to how learning and teaching is evaluated in schools and ensure that Eden Park High School works within recognised frameworks and criteria.
- Remain up to date with educational research and pedagogy that has a positive impact on student learning.
- Develop a school ethos which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes.
- Hold and articulate a clear vision that all students are entitled to be the best they can be.
- Uphold the E21C pillars of leadership

Students & Staff

Under the direction of the Headteacher and Deputy Headteacher:

- Lead strategically on and be accountable for a key area of School improvement
- Write strategic and operational plans as required by the role and as directed by the Deputy Headteacher/ Headteacher.
- To liaise with any outside agencies as required by the role and as directed by the Deputy Headteacher/ Headteacher.
- To lead on professional development of academy staff regarding the area of school improvement.
- To manage the day-to-day deployment of staff and resources in the area of school improvement.
- To undertake performance management/appraisal for appropriate staff.
- Maintain a visible presence around the school through break/lunch duties, learning walks.
- Contribute to the preparation and review of the whole school SIP/SEF
- Complete reports that detail the impact of initiatives on learning, teaching and demonstrate positive impact upon attainment.



- Improve the school's P8 through the delivery of quality first teaching.
- To work with the other members of SLT to monitor the curriculum for the E21C Teaching and Learning rubric; holding all teachers to account when standards are not met.
- Act as coach to support teachers and non-teaching staff to improve specific elements of their practice.
- Coordinate support packages for staff and be the central figure for Instructional coaching.

Systems & Processes

Under the direction of the Headteacher and Deputy Headteacher:

- Conduct regular learning walks and action feedback to address any cause for concerns.
- Set high expectations for learning and teaching with regular monitoring at a whole school level.
- Embed a culture of Inclusion so students are constantly given appropriate challenge and high expectations are observed in all lessons.
- Manage the finances, stock and resources delegated to the role and justify expenditure of the budget as required.

The Self-Improving School System

- To inspire and influence others – within and beyond Eden Park High School, including across E21C where appropriate
- To report to the Local Governing Body as directed by the Deputy Headteacher/ Headteacher.
- Remain up to date with current educational pedagogy.
- Undertake INSET as appropriate to enable 'best expert' status in all areas of responsibility.
- Collaborate with other schools and organisations to share expertise and bring positive benefits to Eden Park High School.
- Maintain a regular consultation with your line manager.
- Identify opportunities to work with outside partners to advise on our evaluation of learning and teaching at Eden Park High School.
- Identify opportunities for moderation, standardisation, training and sharing of best practice across schools within E21C and wider where appropriate.
- Seek both internal and external opportunities to increase both capacity and growth.



	<p>Behaviour and Pastoral Growth</p> <ul style="list-style-type: none">• Create a culture where pupils experience a positive and enriching school life• 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
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You may also be required to undertake such other comparable duties as the Head requires from time to time.

Person specification

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	Essential	Desirable	Method of assessment
Qualifications	<ul style="list-style-type: none"> Educated to Degree level Qualified Teacher Status 	<ul style="list-style-type: none"> Professional development in preparation for a leadership role 	Production of the Applicant's certificates Discussion at interview Independent verification of qualifications
Knowledge & Skills	<ul style="list-style-type: none"> A record of successful teaching at KS3 and/or KS4 Evidence of challenging poor staff performance Evidence of using data analysis to make improvements for staff and students Excellent communication skills (written & verbal) Excellent planning, prioritising and management of personal workload and those of others in an environment of conflicting demands 	<ul style="list-style-type: none"> Good understanding of whole school issues Evidence of managing difficult conversations with staff and students Excellent ICT skills e.g., data bases, Microsoft office suite/Arbor 	Contents of the application form Interview Professional references

<p>Experience</p>	<ul style="list-style-type: none"> • Minimum of 3 years teaching experience in a UK secondary school/academy • Experience at leadership level 	<ul style="list-style-type: none"> • Staff management experience 	<p>Contents of the application form Interview Professional references</p>
<p>Personal competencies and qualities</p>	<ul style="list-style-type: none"> • Strong outgoing personality • Resilient and able to work effectively in challenging circumstances • Able to build effective and positive working relationships with staff and students • Organised and methodical approach to work • Good sense of humour • Enthusiastic and committed • Committed to safeguarding and promoting the welfare of children and young people • Committed to personal learning and development 		<p>Contents of the application form Interview Professional references</p>