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| **POST TITLE: VICE PRINCIPAL (JUNIOR ACADEMIES)** |
| **OVERALL PURPOSE OF THE POST** |
| To support the Principal in leading the academy and achieving the objectives in our academy improvement plan, taking a leading role in improving standards across all curriculum areas and across all Key Stages. The post-holder will be responsible for raising and maintaining exceptionally high standards across the academy, modelling outstanding practice, leading CPD, organising and leading intervention programmes and contributing to the academy’s monitoring and evaluation schedule.  |
| **MAIN DUTIES AND RESPONSIBILITIES** |
| **Education Provision and Standards*** Working alongside the Principal in providing the educational vision for the academy and implementing the necessary policy making.
* Ensure that all those involved in the academy are also committed to these aims and that a collegiate approach is fostered.
* Create a positive climate for learning where all members of the academy community can reach their full potential.
* Provide an educational vision and direction which focuses on effective teaching and learning, therefore ensuring that standards of progress, attainment and achievement continue to rise.
* Lead by example, providing the strategic vision by which the academy can progress.
* Ensure that leadership at all levels is providing clear direction based on the Academy Improvement Strategy and that high standards are consistently promoted.
* Carry out rigorous monitoring and evaluation processes, which engender accountability and identify the academy’s strengths and areas for improvement in order to move the academy forward.
* Work with the governors, trustees and other members of the academy community in shaping the direction of the academy.
* Be committed to promoting continuing professional development of all staff.
* Liaise with outside agencies as appropriate.
* Be responsible for the day to day running of the academy in the absence of the Principal.
* Undertake out other more specific responsibilities, negotiated as required.
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| **OTHER** |
| All ACET staff are expected to:* Appropriately maintain the confidentiality of the working environment;
* Promote and support the aims, ethos and vision of the academy/trust;
* To comply with all ACET policies and procedures;
* To comply with all statutory guidance as relevant for their role, including the Health and Safety at Work Act 1974;
* Work in a flexible manner, undertaking any reasonable duties commensurate with the salary and grade of the post.
* Work in other ACET academies, as required (with travel payment if appropriate).

*The purpose of this job profile is to provide an overview of the duties and responsibilities involved in this role, however it is not intended to be exhaustive. In consultation with the post holder, this profile may be reviewed and could be subject to change during the course of employment.* |