



The Ramsey Academy

Deputy Headteacher

Job Description

Scale / Point:	Leadership Point 13 - 17
Responsible to:	Headteacher

Job Purpose	The Ramsey Academy are looking to appoint a forward-thinking Deputy Headteacher to take behaviour and attitudes to the next level. The successful candidate should have considerable experience in leading behaviour and attitudes in secondary education.
Duties	<p>Roles And Responsibilities</p> <ul style="list-style-type: none"> • Ensuring that all priorities in the School Improvement Plan relating to safety, behaviour and attitudes are met. • Ensuring the effective safeguarding of all students, including being the school's Designated Safeguarding Lead. • Line management of the Student Support Team including the Pastoral Managers. • Ensuring that robust systems exist to guarantee the safety of all students while they are at school. • Developing ways of supporting students in self-managing their own behaviour more effectively. • Quality assuring behaviour and attitudes throughout the school, identifying concerns, implementing appropriate strategies to address these and evaluating their impact. • Ensuring that all staff receive relevant training on managing behaviour and creating positive attitudes and evaluating the impact of this. • Meeting all legal requirements in relation to student behaviour. • Implementing the school's Behaviour Policy consistently, accurately and fairly. • Reviewing the effectiveness of the school's Behaviour Policy regularly. • Sustaining outstanding rates of attendance across the school and all pupil groups. • Representing the school at Behaviour and Attendance Partnership meetings and following through actions which arise from this. • Liaising with any providers of alternative provision. • Ensuring the successful recruitment of students to the school so that it remains oversubscribed, including leading on all admissions matters. • Promoting the importance of all students following a healthy lifestyle. • Ensuring active involvement of student voice across the school, including the School Council and regular student surveys. • Developing positive relationships with parents, including through attendance at the Parent Voice and conducting regular parent surveys. • Developing links with the wider community.



General	The postholder will also: <ul style="list-style-type: none">• Teach 12 periods a fortnight.• Attend all SLT meetings.• Attend Local Governing Body Meetings and serve these with reports as required.• Attend school functions as required.• Have a high, visible presence around the school.• Performance manage staff as allocated by the Headteacher.• Be an advocate for the Bridge Academy Trust at all times, supporting and liaising with Trust schools and staff as appropriate.
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NOTE:

All staff at The Ramsey Academy are expected to:

- Participate in the performance and development review processes, taking personal responsibility for identification of learning, development and training opportunities in discussion with their line manager;
- Comply with individual responsibilities, in accordance with the role, for health & safety in the workplace;
- Ensure that all duties and services provided are in accordance with the school's Equal Opportunities Policy.
- The duties above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.
- The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.