**Respect Collaboration Trust**

**Job Description**

**Job Title: Deputy Headteacher - Inclusion and Culture**

**Reports to:** Headteacher

**Salary Scale:** Leadership Scale (L9-L13)

**Core Purpose of the Role:**

The Deputy Headteacher will provide strategic leadership and support to the Headteacher in delivering the vision, values, and ethos of the Respect Collaboration Trust. They will play a key role in ensuring high standards of education, inclusion, and a culture at Kingsmead school

**Key Responsibilities:**

**Strategic Leadership**

* Work in close partnership with the Headteacher to drive the school's strategic vision and priorities.
* Support the development and implementation of the school’s improvement plan in alignment with School and Trust objectives.
* Lead on specific strategic priorities, including curriculum development, inclusion, and staff development.
* Promote and embed the values of Respect Collaboration Trust in all aspects of school life.
* Actively contribute to shaping a positive school culture and climate.

#### ****SEND and Designated Teacher Responsibilities****

* Serve as the **designated Special Educational Needs and Disabilities Coordinator,** ensuringthat the school meets statutory requirements outlined in the SEND Code of Practice.
* Oversee the development and implementation of Education, Health, and Care Plans), ensuring that students receive appropriate support and interventions.
* Work collaboratively with other leaders, teachers, and external agencies to ensure high-quality provision for students with SEND.
* Monitor and evaluate SEND provision, ensuring that all students receive the support needed to thrive academically and personally.
* Act as the **Designated Teacher for Looked After Children**, ensuring that these students receive appropriate academic, pastoral, and emotional support.
* Liaise with local authorities, social services, and carers to ensure that the needs of LAC students are met effectively.
* Provide training and professional development opportunities to staff on SEND and inclusion strategies

**Quality of Education**

* Ensure that the curriculum is inclusive and aligned with School, Trust and national priorities.
* Lead on the development of high-quality teaching and learning strategies following a quality first teaching approach.
* Work with middle and senior leaders to develop effective interventions that close learning gaps and promote student success.
* Use data effectively to drive improvements in teaching and student outcomes.

**Inclusion, Behaviour, and Wellbeing**

* Champion an inclusive approach to education, ensuring that all students, including those with SEND and disadvantaged backgrounds, have equitable access to opportunities.
* Lead the development and implementation of behaviour and pastoral care policies that foster a positive pupil experience and creates a positive learning environment.
* Act asDesignated Safeguarding Lead (DSL), ensuring student welfare and safeguarding policies and practice are robust and effective and reflect Trust and national guidance/policies
* Promote a culture of respect, kindness, and collaboration among students and staff.
* Liaise with stakeholders and other agencies to ensure positive integration and re-integration of pupils into and out of the school

**Staff Development and Leadership**

* Provide professional leadership to staff, fostering a culture of continuous professional development and awareness of the changing policies and practices at a local and national level.
* Support the Headteacher in the performance management of staff, ensuring high expectations and accountability.
* Lead on staff training and coaching initiatives to enhance teaching and leadership capacity.
* Promote staff well-being and a positive working environment.

**Operational and Organisational Leadership**

* Support the Headteacher with the day-to-day management of the school.
* Deputise for the Headteacher in their absence.
* Ensure compliance with Trust policies, statutory requirements, and regulatory frameworks.
* Lead on key operational aspects, including resource management, and school improvement initiatives.

**Engagement with Stakeholders**

* Build strong partnerships with parents, carers, governors, Trustees and the wider community to support student learning and well-being.
* Represent the school at Trust and external meetings as required.
* Lead initiatives that strengthen links with the local community and external agencies.

**Key Accountabilities**

* Deliver high-quality education through the school, monitoring and evaluating the effectiveness of teaching, curriculum implementation, CPD, and pastoral support, making necessary improvements.
* Ensure all pupils receive a high-quality provision tailored to their needs
* Provide clear communication and reports to the headteacher
* Ensure the effective management of resources and finances to achieve best value while maintaining high standards.

**Culture and Ethos**

* Promote a culture of high expectations and outcomes for pupils, ensuring they receive equitable opportunities and the best education.
* Work with school leaders to create an ethos where collaboration come first, where leaders can brave and make decisions.
* Foster a climate where staff feel valued, supported, and empowered to drive continuous improvement.
* To undertake additional duties as commensurate with the post.

**Person Specification**

#### ****Qualifications:****

#### ****Essentials****

* Qualified Teacher Status (QTS)
* A degree or equivalent qualification
* Evidence of ongoing professional development

**Desirable**

* NPQH or NPQSL
* National Qualification for SEND

#### ****Experience:****

#### ****Essential****

* Significant experience in a senior leadership role (Assistant Headteacher or equivalent)
* Proven experience in curriculum leadership and development
* Experience in improving teaching and learning outcomes across a school
* Experience in developing and implementing inclusion strategies
* Experience as a **Designated Safeguarding Lead or Deputy DSL**
* Experience in leading SEND provision and working with external agencies

**Desirable**

* Experience of working in a multi-academy trust or collaborative educational setting
* Experience as a **Designated Teacher for Looked After Children**

#### ****Skills and Knowledge:****

* Strong understanding of national educational policies, curriculum frameworks, and assessment practices.
* Ability to analyse data to drive school improvement and inform decision-making.
* Proven ability to lead, inspire, and develop teams.
* Excellent communication and interpersonal skills.
* Deep commitment to inclusive education and fostering an equitable learning environment.
* Sound knowledge of safeguarding and child protection policies.
* Ability to effectively manage change and lead innovation.
* Strong problem-solving and decision-making skills.

#### ****Personal Attributes:****

* A role model for the values of **Respect Collaboration Trust.**
* Resilient, adaptable, and able to work under pressure.
* Committed to professional growth and lifelong learning.
* Empathetic and able to build positive relationships with students, staff, and stakeholders.
* A proactive and solutions-focused mindset.
* High levels of integrity, loyalty, and professionalism.