



Gosford Park Job Description

Position: Headteacher, Gosford Park School, Coventry
Reporting to: The Governing Body

Main Purpose: To provide professional leadership for the School in order to secure its success and improvement, ensure high quality education for all its pupils and to continue to improve standards of achievement.

Salary Range: L18 to L24 (£64,143-£74,295)
Location: Coventry

Key Responsibilities

To carry out duties in line with the conditions of employment, as set out in the current School Teachers' Pay and Conditions document, National Standards of Excellence for Headteachers and according to the policies and procedures of the Governing Body.

Take the lead role in working with the Governing Body to develop a collaborative school vision, which embraces excellence, high standards and inclusion. To translate the vision into a development plan and implement it successfully.

Secure excellent teaching to achieve high standards of learning and attainment across the primary 4-11 range, including preparation for secondary education.

Hold all staff to account for their professional conduct and practice.

Ensure inclusion, diversity and access.

Build, develop and maintain effective relationships with parents and all members of the school and wider community, to enhance the education of all pupils.

Create an outward-facing school to work with other schools, organisations and partners to champion best practice

Excellent Headteachers: Qualities and Knowledge

Hold and articulate clear values and moral purpose, focus on providing a world-class education for all pupils.

Demonstrate optimistic personal behaviour, positive relationships and attitudes towards pupils and staff, and towards parents, Governors and members of the local community.

Lead by example - with integrity, creativity, resilience, and clarity - drawing on your own scholarship, expertise and skills, and that of those around you.

Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development.

Work with political and financial astuteness, within a clear set of principles centred on the school's vision, ably translating local and national policy into the school's context.

Compellingly communicate the school's vision, and drive strategic leadership, empowering all pupils and staff to excel.

Excellent Headteachers: Pupils and Staff

Demand ambitious standards for all pupils, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes.

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' well-being.

Establish an educational culture of 'open classrooms' as a basis for sharing best practice within and between schools, drawing on and conducting relevant research and robust data analysis.

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

Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning.

Hold all staff to account for their professional conduct and practice.

Excellent Headteachers: Systems and Process

Ensure that the school's systems, organisation and processes are well-considered, efficient and fit for purpose, upholding the principles of transparency, integrity and probity.

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

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

Welcome strong governance and actively support the Governors to understand their role and deliver their functions effectively – in particular its functions to set school strategy and hold the Headteacher to account for pupil, staff and financial performance.

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.

Distribute leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities and who hold each other to account for decision making.

Excellent Headteachers: The Self-improving School

Create an outward-facing school which works with other schools and organisations in a climate of mutual challenge to champion best practice and secure excellent achievements for all.

Develop effective relationships with fellow professionals and colleagues in other public services to improve academic and social outcomes for all pupils.

Challenge educational orthodoxies in the best interests of achieving excellence, harnessing the findings of well-evidenced research to frame a self-regulating and self-improving school.

Shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff.

Model entrepreneurial and innovative approaches to school improvement, leadership and governance, confident of the vital contribution of internal and external accountability.

Inspire and influence others within and beyond schools to believe in the fundamental importance of education in young people's lives and to promote the value of education.