



Bigland Street, London E1 2ND

Tel. 020 7702 7088

Assistant Headteacher

Start Date: 1 September 2024

Salary: Leadership scale 5 to 9

Hours: Full-Time

Closing date: Friday 22 March 2024 by 12:30 PM

Bigland Green is seeking to recruit an enthusiastic and inspirational Assistant Headteacher to become part of its highly supportive school leadership team. A clear understanding and a strong passion about teaching and learning is essential. The role includes leading a team of two Year groups; ensuring high quality education and well-being of pupils/staff in the team; contributing to whole school development; and being a role model of a highly effective teacher. Up to 60% of the time will be class based.

Bigland Green offers:

- curious children who are eager to learn, and have good support from parents
- dedicated, committed and highly skilled staff members driven by the school's mission and its 'Learning Vision'
- a strong commitment to high quality CPD for all staff members and governors
- well-established systems for a healthy work-life balance for all staff members
- highly supportive governing body
- modern, spacious building with exceptionally good resources for inside & outside learning, and very good transport links

The Mission of the school is to increase children's life chances. Bigland Green is a great place to learn and grow (for children and for adults).

The school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful candidate will require an enhanced DBS clearance. We are dedicated to equality and valuing diversity.

Potential candidates are welcomed and encouraged to visit the school. Please telephone or email to arrange a visit or an informal conversation with the headteacher.

How to apply: For an application pack, please visit our website

<https://biglandgreen.towerhamlets.sch.uk/vacancies/>

Please return your application to enquiries@biglandgreen.towerhamlets.sch.uk

Interview date: Interviews will be on Wednesday 27 March 2024.

Only short-listed candidates will be contacted and informed by email.

Job Description

Assistant Headteacher



Salary	L5 to L9
Line manager	Headteacher
Other	Full-time with up to 60% teaching commitment. This will be reviewed in accordance with the needs of the school.
Start date	1 September 2024

Section 1 - Job purpose and accountability

In addition to carrying out the professional duties of a school teacher (as described in the School Teachers' Pay and Conditions Document 2023) and being a strong team player in the School Leadership Team, the Assistant Headteacher will lead a team (two Year groups e.g. EYFS, KS1, LKS2 or UKS2¹) and be responsible for:

- raising standards and ensuring good progress and achievement of individuals and groups of pupils in their teams;
- providing professional challenge and support to ensure great learning which is consistent over time;
- having overall responsibility for the personal development and well-being of all the pupils in the team and contribute to those across the school;
- monitoring, evaluating and reviewing aspects of education in accordance with the school's agreed policy and protocols;
- providing guidance on the curriculum planning, teaching strategies, feedback and assessment, and enrichment activities to team members;
- providing induction and support with performance management, and;
- carrying out other particular duties as assigned by the Headteacher to ensure the effective running of the school and good achievement of all pupils.

The Assistant Headteacher will be an effective member of the School Leadership Team (SLT) and will play a major role under the overall direction of the Headteacher in:

- formulating the aims and objectives of the school;
- identifying key priorities and contributing to strategic plans;
- establishing the policies through which they shall be achieved;
- managing staff and resources to that end, and;
- monitoring progress towards their achievement.

¹ Candidates are requested to clearly indicate their preferences for the age groups as part of the answer to the last question under 'personal statement' on the application form.

The post holder will also undertake any duties of a similar nature, and professional duties of the Headteacher reasonably delegated to the post-holder by the Headteacher. The duties and responsibilities of the post may vary from time to time according to the changing needs and priorities of the school.

Section 2 – Key leadership and management qualities

The key leadership behaviours that contribute to success at this level are:

<p><i>Self-Awareness</i></p> <ul style="list-style-type: none"> • Emotional intelligence • Accurate self-assessment • Self-confidence & resilience 	<p><i>Social Awareness</i></p> <ul style="list-style-type: none"> • Empathy • Organisational awareness • Educational context
<p><i>Self-Management</i></p> <ul style="list-style-type: none"> • Emotional self-control • Transparency • Adaptability • Achievement orientated • Driven by a moral compass • Optimism 	<p><i>Relationship Management</i></p> <ul style="list-style-type: none"> • Highly approachable • Able to take tough decisions • Change catalyst • Able to reason and persuade • Conflict resolution • Teamwork and collaboration

The post-holder is expected to operate at the higher levels of all the Teachers' Standards (DfE) and have a strong commitment to the full implementation of the school's *shared expectations for teachers'* (see school website, under policy, for more information).

Section 3 – Performance management

Demonstrate a thorough and up-to-date knowledge of teaching and learning, taking account of wider curriculum developments, that are relevant for ensuring great education across the school. Lead by example and be a model of an effective professional who challenges and supports all individuals and groups of pupils to do their best through:

- inspiring trust and confidence
- building team commitment
- engaging and motivating pupils and staff members
- analytical thinking
- taking positive action to improve the quality of pupils' learning
- providing a role model for great teaching and learning

The above job description was agreed on _____ (date). It may be reviewed and/or amended through a process of discussion and negotiation. It will be reviewed as part of the annual performance management process.

Signature of the Post-holder: _____

Signature of Team Leader: _____

Person Specifications & Selection Criteria for AHT



Keys: E = essential D = desirable EB = evidence base

Qualifications		E	D	EB
1	Qualified teacher status for the primary phase.	✓		Application
2	Recent professional development and training in aspects of school leadership and management (in the last 2 to 3 years).	✓		
3	Recognised qualification in educational leadership and management.		✓	

Experience of teaching, school improvement & professional qualities		E	D	EB
4	A proven track record of recent outstanding practice across the primary phase and strong support to school ethos which has been sustained over at least three years.	✓		Application form, reference & interview
5	Evidence of raising academic standards across the school as well as strong pastoral support for all pupils (including those with needs) in the last three years.	✓		
6	Experience of working in different schools/settings and a good understanding of key future challenges for primary schools in Tower Hamlets.	✓		
7	Experience of leading teams and supporting teaching and learning by being a role model for the implementation of the Teachers' Standards (DfE).	✓		
8	Evidence of successful whole school curriculum development that resulted in better outcomes for all pupils in the school in the last two years.	✓		
9	To have a thorough up-to-date knowledge of the primary curriculum including the EYFS framework and its effective implementation.	✓		
10	Experience of planning and delivering high quality school-based training for teachers and support staff members.	✓		
11	A clear understanding of what constitutes good learning and experience of providing clear and difficult messages to colleagues in a professional manner.	✓		
12	A strong understanding and experience of effective engagement with all parents.	✓		
13	Ability to motivate and inspire others with passion and enthusiasm to work collaboratively and be driven by the school mission.	✓		
14	A strong track record of school improvement as a school leader, and experience of supporting a teacher with the implementation of a support plan.		✓	
15	A good understanding of school finances and the challenges faced by schools in relation to key national agendas/policies.		✓	

Leadership & personal qualities		E	D	EB
16	An strong allegiance with the mission and vision of Bigland Green Primary School	✓		Application, reference & interview
17	Demonstrate good decision making skills with an ability to identify and implement solutions to problems.	✓		
18	Committed to the safeguarding and well-being of all pupils and staff members.	✓		
19	Ability to prioritise, plan and manage time effectively.	✓		
20	A clear understanding of leadership commitment and professional integrity.	✓		
21	Ability to lead by example in all situation, particularly during challenging times.	✓		
22	Excellent communication and interpersonal skills.	✓		