

A Community Seeking Excellence for All

Excellence: every person, every day



Robert
May's
School

JOB DESCRIPTION

Robert May's School, a single academy trust, has been serving the community of Odiham and the local area since 1694. We define ourselves as a community seeking excellence for all and aim to provide the best possible outcomes for all our students. Our ethos of mutual respect and supportive relationships enables students to develop as well-rounded individuals who leave us well-prepared for their next steps in life.

Job Title

Associate Assistant Headteacher (Head of Key Stage 4 and lead for disadvantaged students)

Purpose of Role

As a member of the extended Senior Leadership Team, to contribute to the leadership of the school both strategically and operationally. Through your professional leadership and management, hold accountable, lead and develop a team of pastoral staff to overcome barriers and implement programmes to ensure students at Key Stage 4 reach their full potential.

Key Duties and Responsibilities

The duties and responsibilities detailed within this job description are supplemented by the accountabilities, roles and responsibilities as set out in the School Teachers' Pay and Conditions Document and the Teachers' Standards.

- To work with pastoral teams in Years 10 and 11 to monitor and evaluate student progress, to identify underachievers and to make appropriate and targeted intervention that has a significant impact on student outcomes at Key Stage 4.
- Develop and implement an effective whole school pupil premium strategy to improve the outcomes for disadvantaged students.
- Design and implement an effective PSHE programme at Key Stage 4.
- Work in partnership with a range of stakeholders including parents, carers, external agencies and service providers, to overcome the barriers some students face.
- Liaise with alternative education providers to ensure all students are on an appropriate path to success.
- Support and assist colleagues in understanding and implementing key school policies; in particular behaviour management, inclusion and equal opportunities.
- Provide regular updates to the Senior Leadership Team to ensure awareness of all successes, issues and concerns identified.
- Ensure the ethos and vision of the school are upheld with students always at the centre.

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- Demonstrate commitment to safeguarding and promoting the welfare of children and young people.

The post holder may be required to carry out other duties and responsibilities in keeping with the nature of this post as directed by, and agreed with, the Trust Board. Whilst every effort has been made to outline all the duties and responsibilities of the post, this document does not specify every item in detail.

Related documents:

<https://www.gov.uk/government/publications/school-teachers-pay-and-conditions>

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/665522/Teachers_standard_information.pdf