

MARYLAND PRIMARY SCHOOL ROLE DESCRIPTION of AHT

The roles associated with the above position change according to the needs of the school.

1. To contribute to the continued improvement of priority curriculum areas to ensure high standards and excellent outcomes.
2. Presenting forward thinking ideas to SLT ensuring initiatives are overseen or led by the AHT.
3. Devise strategies and lead changes to embed initiatives that have demonstrable impact.
4. Being held accountable for standards, outcomes are to be reported regularly to the HT - governors will receive updates via email, in sub-committees and via an annually produced report. Work with DHTs to develop excellent teaching and learning in maths and science.
5. To support/challenge and professionally develop staff so that they are effective in their roles. To provide high quality teaching and learning to ensure consistency of practice and top quality outcomes for all pupils.
6. Demonstrate the highest expectations to staff and learners and be committed to the wellbeing and welfare of pupils and staff.
7. Confident in tracking progress and achievement, reviewing regularly and taking appropriate action. Ensuring underperformance is identified early and acted upon promptly.
8. Produce and implement an annual school Development Plan that is aligned with whole school priorities to develop teaching and learning.
9. To be a member of the Leadership Team.

The roles associated with the above position with regard to whole school and class responsibilities include:

1. Presenting forward thinking ideas that are needs-met to SLT and the governing board on whole school development priorities including maths and science (joint responsibility) which demonstrate measurable impact.
2. Providing training opportunities to develop the management skills of post-holders within the phase/whole school.
3. Stepping up when needed and act as the responsible lead for the school if the HT, DHT1/2 is absent. Support, create and promote the ethos of the school.
4. Drive the initiatives which are set out by the SLT and HT Vision e.g. CPD initiatives such as lesson study.
5. Carrying out personnel and SLT administrative tasks according to the policies and procedures in place, e.g.: sickness and absence, new admissions.
6. Maintaining high standards in the classroom to act as a role model to others, e.g. leading/being filmed for lesson study. Deliver consistently good or better lessons to ensure highest levels of progress for learners in your classes
7. To further carry out appraisals for staff with regular feedback that support excellent pupil progress and achievement of performance management objectives.
8. To work closely with staff to promote the school and within the community by attending events and meetings outside school hours.