



Deputy Head of Primary

Reporting to: Head of Primary

The Deputy Head of Primary plays a pivotal role in the leadership and strategic development of the Primary School. Working closely with the Head of Primary, the post-holder will help drive high standards in teaching and learning, embed curriculum initiatives, and nurture the wellbeing of pupils and staff. The Deputy Head deputises fully for the Head of Primary in their absence and shares responsibility for leading a motivated, reflective, and forward-thinking team.

Purpose

To support the Head of Primary in:

- Sustaining and developing the vision, values, and ethos of the school.
- Ensuring high-quality teaching, learning, and assessment across all year groups.
- Implementing data-informed improvements that raise attainment and progress.
- Embedding curriculum priorities and evidence-based pedagogical approaches.
- Promoting a culture of wellbeing, collaboration, and continuous professional growth.
- Leading and developing Teaching Assistants and Early Career Teachers through structured mentoring and professional learning.

Key Leadership Areas

1. Teaching, Learning & Curriculum

- Champion excellence in classroom practice, modelling effective pedagogy through model lessons, team teaching, and visible classroom leadership.
- Support the Head of Primary in monitoring, evaluating, and improving the quality of teaching through learning walks, observations, and professional dialogue.
- Lead and embed whole-school curriculum initiatives, ensuring consistency and alignment across all year groups.
- Coach, mentor, and support teachers to refine practice and raise expectations.
- Work collaboratively with subject and curriculum leaders to ensure teaching strategies support depth, challenge, and inclusivity.
- Remain informed about current research and trends in education, applying these to strengthen teaching and learning across the school.



2. Assessment & Data

- Support the Head of Primary in interpreting and analysing pupil progress data to identify priorities for improvement.
- Implement and monitor actions arising from data analysis to improve outcomes. Assist colleagues in using assessment meaningfully to inform planning, differentiation, and intervention.
- Contribute to moderation and reporting processes to ensure accuracy and consistency across the Primary phase.

3. Staff Development & Professional Growth

- Lead and develop the Teaching Assistant team, including the implementation of the Lead TA framework and training pathway.
- Mentor Early Career Teachers, providing structured guidance and regular feedback.
- Contribute to and help deliver high-quality CPD, INSET, and professional learning communities.
- Support and participate in the Performance Review and Development (PRD) process for Primary staff.
- Foster a culture of openness, collaboration, and shared professional accountability.

4. Wellbeing & Culture

- Promote a positive, inclusive, and high-trust culture that aligns with the school's values and learner profile.
- Support staff wellbeing through clear communication, empathy, and consistent expectations.
- Champion pupil wellbeing and personal development through visibility, care, and proactive engagement.
- Model a balanced and sustainable approach to professional life, contributing to a culture of calm consistency and mutual respect.

5. Operations, Behaviour & Safeguarding

- Support the consistent implementation of the school's behaviour policy, promoting positive and restorative approaches.
- Work closely with the Inclusion and Safeguarding Leads to ensure all pupils are supported to thrive.



- Assist with operational aspects of school life, including timetables, CPD schedules, ECAs, events, and parent communication.
- Act as Deputy Designated Safeguarding Lead where appropriate.
- Deputise fully for the Head of Primary when required, exercising sound professional judgement and leadership authority.

Teaching Commitment (50%)

The Deputy Head of Primary will teach for approximately 50% of their timetable, maintaining visibility and credibility as a practitioner. This includes:

- Delivering consistently high-quality, engaging, and inclusive lessons.
- Using assessment to inform responsive teaching and targeted support.
- Team teaching and modelling practice to support staff development and consistency.
- Demonstrating effective differentiation and classroom management.
- Fostering a culture of curiosity, effort, and belonging among pupils.
- Contributing to the wider life of the school through enrichment, events, and community engagement.

Professional Attributes

- A visible, credible leader who inspires trust through consistency, fairness, and professionalism.
- A reflective practitioner committed to continuous growth and innovation.
- Strong interpersonal and organisational skills, with the ability to manage competing priorities.
- A collaborative team player who leads with clarity, empathy, and humour.
- Deep commitment to the wellbeing, learning, and success of every child and member of staff.