

# Deputy Headteacher (Junior School)

## Tanglin Mission

Tanglin Trust School Singapore has a long tradition of providing British-based learning with an international perspective. At Tanglin we strive to make every individual feel valued, happy and successful. Responsibility, enthusiasm and participation are actively encouraged and integrity is prized. Working together in a safe, caring yet stimulating environment, we set high expectations whilst offering strong support, resulting in a community of lifelong learners who can contribute with confidence to our world.

## Person Specification

*We are seeking to appoint an inspirational and innovative leader who would like to develop their leadership experience further by taking on this maternity cover. The ideal candidate will demonstrate a passion for excellence in education and an outstanding knowledge of curriculum design and development. They should also have a proven track record of leading school improvement, a clear understanding of best practice and appropriate experience of teaching and learning, monitoring and evaluation. The role involves leading a team of dynamic and dedicated Heads of Curriculum so interpersonal skills and the ability to develop a strong sense of team will be invaluable. With exceptional organisational skills, the successful candidate will have the ability to prioritise and implement the school's strategic plan effectively.*

## Key Responsibilities

1. Co-ordinate and review, planning and implementation of the curriculum, including ensuring continuity and progress across year groups and key stages.
2. Leading developments in securing consistency in Teaching and Learning across year groups in terms of implementing common expectations and systems including assessment, moderation and review and development.
3. Co-ordinating the monitoring of teaching and learning and ensuring and sustaining high quality teaching and learning.
4. Co-ordinating reporting and assessment of pupil attainment and progress
5. Develop and maintain a whole school environment that promotes, inspires and celebrates learning.
6. Co-ordinate practice in ensuring high quality provision for most able pupils.
7. Develop, create and update Junior School curriculum policies.
8. Participate in whole TTS school task and finish groups as required.

9. Promote and reward good student behaviour systems and procedures
10. Assuming role of acting Head of School in their absence.
11. Undertaking any reasonable duties as determined by the Head of School.

### **KEY RELATIONSHIPS**

A key feature of the role is that postholder should develop and sustain constructive relationships with all stakeholders. There will be particular emphasis on the following

- Work in partnership with the Head of School.
- Work closely with Heads of Curriculum on curriculum issues.
- Work with Heads of Year, Assistant Heads of Year and Head of Data analysis to promote consistently high quality teaching and learning within and across year groups.
- Liaise with staff to ensure continuity and progress across key stages.
- Play a leading role in sustaining the partnership between home and school.

**The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be required to provide an Enhanced DBS disclosure certificate or its equivalent.**