

Assistant Headteacher (Behaviour and Attendance)

Job Advert and Description

Job Advert

Are you passionate about creating a positive school culture and driving improvements in behaviour and attendance? We are seeking a dedicated and dynamic Assistant Headteacher with responsibility for Behaviour and Attendance to join our Senior Leadership Team at Hope View School from January 2027.

This is a pivotal role for an ambitious leader who values high standards and has the vision, resilience, and expertise to inspire staff and pupils alike. You will be instrumental in shaping our school's ethos, ensuring that every child is given the opportunity to thrive in a safe, supportive and stimulating environment.

If you possess outstanding leadership qualities, have a proven track record of raising standards in behaviour and attendance, and share our commitment to excellence in education, we would love to hear from you.

Job Description

Main Purpose

To lead, develop and implement strategies for behaviour and attendance at both sites of the school, ensuring a safe, respectful and inclusive environment that promotes high expectations and supports the achievement and wellbeing of all pupils.

Key Responsibilities

- Lead and manage the school's behaviour and attendance policies, ensuring consistent and effective implementation across all year groups.
- Monitor and analyse behaviour and attendance data, identifying trends and areas for development, and reporting outcomes to the Senior Leadership Team and Quality Assurance Team.
- Develop and promote positive behaviour management strategies, fostering a culture of mutual respect and high standards.
- Work closely with pastoral teams, teaching staff and external agencies to support pupils and families, addressing barriers to attendance and behaviour.
- Oversee the implementation of restorative practices and interventions for pupils with persistent behavioural or attendance issues.
- As part of the admissions team, review consultations, arrange visits and assessment days for potential pupils in line with the school's admissions processes and procedures.
- Lead staff training and development relating to behaviour management and attendance procedures.

- Contribute to the school's safeguarding procedures, ensuring the wellbeing and safety of all pupils.
- Participate fully in the wider life of the school, supporting other aspects of leadership and taking part in key school events.

Person Specification

- Qualified teacher status and substantial experience in school leadership.
- Demonstrable success in improving behaviour and attendance within an educational setting.
- Strong understanding of statutory requirements and best practice in behaviour management and attendance.
- Excellent interpersonal, communication and organisational skills.
- Ability to motivate, inspire and challenge staff and pupils.
- Commitment to safeguarding and promoting the welfare of children and young people.
- Resilience, integrity and a collaborative approach to leadership.

We are committed to equal opportunities and welcome applications from all suitably qualified candidates. All appointments are subject to safeguarding checks in line with our school policy.

Salary: £50,000 - £54,000 per annum.