



## **Job Description**

### **Headteacher**

**Magdalen College School, Brackley**

Part of the **EPA Trust**

**Contract type:** Full time, permanent

**Reporting to:** CEO, Executive Leadership Team

**Salary:** Leadership Scale: L29 - L35 / £103,030 - £119,350

### **Main purpose**

The Headteacher is responsible for providing the professional leadership and management of Magdalen College School, Brackley in line with the vision, values and strategic priorities of the EPA Trust.

The post holder will be accountable for the day-to-day running of the school and for securing sustained improvement in educational standards, behaviour, culture and outcomes for pupils.

The role is central to the Trust's ambition to ensure that every school provides a high-quality, academic, inclusive education and strong pastoral care for all pupils.

### **Key responsibilities**

#### **Leadership and management of the school**

- Provide clear, visible and credible leadership for pupils, staff and the wider school community
- Lead, manage and develop senior and middle leaders, establishing a professional culture of high expectations, accountability and support
- Support and challenge staff appropriately, addressing underperformance while ensuring effective professional development
- Implement Trust-wide policies, systems and expectations consistently at school level
- Lead robust self-evaluation and school improvement planning aligned to Trust priorities
- Support the recruitment, retention and development of teaching and support staff
- Identify and develop leadership capacity and succession planning within the school

#### **Teaching and learning**

- Promote consistently high-quality teaching and learning across all subjects and key stages
- Identify weaknesses in teaching and implement, monitor and review targeted improvement strategies

- Ensure assessment systems are proportionate, robust and used effectively to support learning
- Monitor pupil outcomes and identify patterns of underperformance, particularly for disadvantaged pupils and pupils with SEND
- Ensure high standards of behaviour to create a calm, orderly and safe environment in which learning can thrive
- Contribute to school improvement activity across the Trust where required

#### **Curriculum and assessment**

- Ensure a broad, coherent and well-sequenced curriculum that meets statutory requirements and the needs of all pupils
- Develop effective subject leadership and curricular expertise across the school
- Ensure assessment practices are valid, reliable and aligned with curriculum intent

#### **Culture and behaviour**

- Establish and sustain a positive school culture rooted in respect, professionalism and inclusion
- Embed the school's vision and values in partnership with the Local Governing Board and the Trust
- Promote positive behaviour, high expectations and respectful relationships across the school community

#### **Professional development**

- Ensure staff have access to high-quality professional development aligned to whole-school priorities
- Draw on Trust expertise and evidence-informed practice to strengthen teaching and leadership
- Support the development of early career teachers and aspiring leaders

#### **Communication and partnership**

- Work closely with the CEO, Executive Leadership Team and Local Governing Board to ensure effective support and challenge
- Provide clear, accurate and timely information on school performance to Trust leaders and governors
- Build effective relationships with parents, carers and the wider community
- Represent the school professionally within the Trust and externally

#### **Continuous school improvement**

- Use proportionate, evidence-informed evaluation to identify barriers to improvement
- Develop and implement well-sequenced, realistic improvement plans suited to the school's context
- Monitor impact and adjust strategies to secure sustained improvement over time

#### **Governance and accountability**

- Understand and value the role of effective governance

- Establish and maintain strong professional relationships with the Local Governing Board
- Accept accountability for the educational and operational performance of the school

**Safeguarding and statutory responsibilities**

- Safeguard and promote the welfare of children and young people
- Ensure that all safeguarding, child protection and statutory duties are met in line with Trust and legal requirements
- Ensure compliance with Trust policies relating to behaviour, equality, health and safety and staff conduct

**General**

This job description is illustrative of the general nature and level of responsibility of the role and is not an exhaustive list of all tasks. The duties of the post may be varied at the reasonable discretion of the Deputy CEO to meet the needs of the school and the Trust.

The EPA Trust is committed to safeguarding and promoting the welfare of children and young people. The successful candidate will be required to undertake an enhanced DBS check.

Applications will be considered as they are received, and we reserve the right to make an appointment prior to the closing date.