Deputy Principal

Role

The role of the Deputy Principal is to assist the Principal to deliver the vision of the department, improve educational outcomes for all students, develop the quality of teaching and learning and nurture positive relationships between students, teachers, families, the community and stakeholders.

Responsibilities

- Middle Years team sector leader and meeting Chair.
- Lead and support the Middle Years team to deliver quality curriculum.
- Lead Middle Years moderation processes.
- Provide leadership critical in mentoring beginning teachers in the Middle Years.
- Lead and support the implementation of the school’s Data Plan.
- Support teacher understanding of the use and analysis of data.
- Lead consultation for the development of a senior schooling strategy/plan with explicit strategies and timelines in consultation with families and DET staff.
- Lead Work Place Health and Safety - act as School Safety Advisor; co-ordinate the committee and follow up recommendations; complete Annual Safety Assessment and prepare recommendations; prepare Fire and Evacuation plan; co-ordinate evacuation and lockdown practices.
- Develop and review Bus and Playground duty rosters in consultation with team members.
- Assist with coordination of ICTs.
- Non-contact teacher role one day per week.
- Provide support to classes / teachers to cover meetings/address emergencies.

Expectations

- Undertake responsibilities as outlined above.
- Uphold the Queensland Public Service Code of Conduct.
- Display professional behaviour that reflects the Australian National Schools Network Norms.