

### Purpose

Lead Head Teachers are appointed to provide leadership for a collaborative and liaise with the LA and HEP Director. There are 4 lead head Teachers for the primary peer challenge.

### Process for appointing Lead Headteachers

The lead Head Teacher applied for their roles and were interviewed against the following criteria:

- Headteacher of a good or outstanding Hounslow school currently and with credible evidence of leading successful school improvement;
- A track record of effective collaboration working with other schools, particularly in improving the quality of leadership or teaching and learning.
- Has been part of Hounslow Peer Challenge for the last 3 years and has a history of good collaborative work across Hounslow.
- Willingness to work closely with all HEP and LA partners. Understands HEPs business plan and articles of association.
- Has strong interpersonal and confidentiality skills
- The lead head teacher's school will receive the equivalent of twenty days to carry out this role. This rate will be paid at the daily rate used by the national college.
- Has a good understanding of current educational thinking.

### Role & Responsibilities

The role of Head Teacher is:

- To be responsible for the work of a school collaborative;
- To report on the outcomes of each triad within their collaborative and report on the overall effectiveness of the model at the Primary School Improvement Committee set up by HEP (see Primary School Improvement Committee Terms of Reference)

The Head Teacher is responsible for:

- Chairing and organizing Peer Challenge meetings including: setting triad dates, setting agendas; inviting schools.
- Helping to ensure consistency in judgements across the triads;
- Support the triads and individual schools where appropriate;
- Supporting the group to make decisions about the efficient and effective use of the collaborative budget to support improvement across the whole group of schools;
- Preparing a termly report for the termly School Improvement Committee;
- Produce and develop the Peer Challenge Handbook and newsletters, including the school to school support directory.
- Alerting the LA at the earliest opportunity to any new schools causing concern, so that the LA can fulfill their statutory duty.
- Periodically attending meetings of another collaborative or peer challenge to provide quality assurance.
- Ensure high quality QAs and include their feedback in evaluative summary and newsletter.
- Mediate across and within triads to ensure agreed outcomes.
- Inducting and supporting new heads to the process and enabling shadowing to take place.
- Liaise with the HEP Director to organize and plan the Joint Practice Development.