

Title: Promoted Post Structure Secondary **Number:** C2 **Date:** October 2012

All secondary schools in Scotland are required to have a promoted post structure which complies with the arrangements set out in the National Agreement, *A Teaching Profession for the 21st Century*.

Within Scottish Borders Council, schools have a significant degree of flexibility in determining a promoted post structure which best suits their individual needs. Head Teachers have the discretion to create additional Depute Head Teacher or Principal Teacher posts within their budget constraints.

All promoted posts are subject to job-sizing and post-holders are placed on the appropriate point of the appropriate scale unless conservation applies.

Senior Management

Each secondary school has a Head Teacher.

Each secondary school has a core allocation of 2 Depute Head Teachers if the pupil roll is below 900 and 3 Depute Head Teachers if the pupil roll is over 900. This allocation takes into account the fact that many senior management duties are not roll-related and that large schools require some additional senior staff input.

It is assumed that Depute Head Teachers have a low teaching commitment, if any, to enable them to fulfil the various duties associated with their posts.

Each secondary school has a Business Manager who is a member of the Senior Management Team.

It is expected that all senior managers in secondary schools will contribute to the corporate work of the Education and Lifelong Learning department in addition to their school-based duties.

Principal Teachers

All secondary schools have a number of Principal Teachers – Curriculum and Pastoral – who manage specified areas alongside additional whole school responsibilities as determined at individual school level.

Principal Teachers Curriculum have a reduced teaching commitment in recognition of their additional management responsibilities. Principal Teachers Pastoral are non-teaching with the exception of the delivery of Personal and Social Education.