

GEORGE SPICER PRIMARY SCHOOL
Job Description for
LEADER OF LEARNING (TLR 2B)



Job Title: Leader of Learning

Purpose:

- To teach pupils in the 4- 11 age range (as required) in all aspects of the Statutory and the agreed school curriculum
- Lead a year group within the school.

Responsible to: The Headship Team, Governing Body and the Local Authority.

General Duties: To carry out all duties of a school teacher as set out in the current School Teachers Pay and Conditions document, the Professional Teachers Standards and school policies.

Responsibilities:

- To support and promote the school's ethos, aims and core values of Respect, Responsibility and Perseverance in order to promote the welfare, progress and continued development of the school and its children.
- To ensure high standards of teaching and learning, behaviour, attendance and punctuality from pupils, in accordance with agreed school policy and practice.
- To establish and maintain an attractive, creative and stimulating learning environment which encourages and facilitates children's development.
- To teach children in the Primary age range, catering for the ability and the aptitude of all children within the class, through effective planning, preparation of lessons, marking of work and on-going assessment.
- To track pupil progress carefully by interacting with assessment data to impact on achievement.
- To share corporate responsibility for the safeguarding, wellbeing and discipline of all pupils by implementing agreed school policies.
- To participate in Performance Management objective setting and review meetings as required
- To supervise the work and have on-going professional dialogue with teaching assistants, students and parent helpers.
- To liaise with parents, providing them with regular updates on their child's learning and progress.
- To liaise with the Inclusion Leader and outside agencies as and when necessary.
- To lead a subject area and help organise school wide initiatives as required.
- To take part in directed hours activities.
- To support at least one evening event e.g. concerts /curriculum evening and at least one school fundraising function each year.

Post of Responsibility (TLR weighting:2B)

Key responsibilities and duties of a Leader of Learning:

- To set high expectations and promote high standards of pastoral, social and educational development across the school.
- To lead, co-ordinate and manage effective learning and teaching across the year group.
- To lead, develop and manage the curriculum across the year group.
- To have a significant impact on the educational progress of pupils across the year group.
- To monitor and review impact and identify areas for development across the year group.

1. To set high expectations and promote the highest possible standards of pastoral, social and educational development across the school.

- Contribute towards a climate which enables all staff to feel valued, included and to develop and maintain confidence in teaching.
- To be a positive role model by living out and promoting our school aims and values.
- Support SLT to maintain and monitor levels of good behaviour within the year group, and ensure that appropriate support or intervention is introduced as needed. Ensure the school behaviour policy is adhered to.
- Establish and model effective working relationships with pupils, colleagues and parents.
- Support the development of pastoral (including behavioural and / or emotional) and social responsibility for the pupils in the year group through liaison with the SLT.

2. To lead, co-ordinate and manage effective learning and teaching across the year group.

- Have clear expectations of staff working within the team; providing mutual support, sharing responsibilities, delegating tasks as appropriate, evaluating practice and ensuring accountability.
- Ensure that staff within the team adhere to school policies and procedures.
- Encourage pupil's motivation and enthusiasm, and develop positive responses to challenge.
- To work with the Inclusion Leader and appropriate staff to plan effective interventions for the year group that impact on pupil progress.
- Ensure that team members work with other colleagues and outside agencies to establish effective provision for all pupils.
- Ensure that teachers are aware of the needs of inclusion for all pupils and groups and make provision for this in their planning.
- Work with the SLT to ensure high standards of teaching and learning to provide constructive and developmental feedback regularly.
- Act as a role model of high quality teaching and learning for colleagues, modelling effective strategies, and disseminating examples of outstanding practice.
- Be a professional development reviewer for teaching staff in the year group, setting targets for staff and pupils in relation to standards, quality of teaching and assessment.
- Lead professional development where appropriate across the school by example and support and co-ordinate the provision of high quality professional development of staff.
- Monitor pupil's work to check for appropriateness of content, progression, expectation, continuity between years, consistency or marking, achievement and standards of presentation.

3. To lead, develop and manage the curriculum across the year group

- Lead, manage and develop the year group curriculum, effectively ensuring that current practice is of a high quality and regularly monitored.
- Lead effective and creative planning, which meets all pupils needs and incorporates pupil voice.
- Support the use of innovative and effective learning and teaching strategies.
- Assist and support in developing and implementing the schemes of work, progression of skills to ensure consistency across the year group.

4. To have a significant impact on the educational progress of pupils across the year group.

- Monitor and evaluate assessment data; lead pupil progress meetings ensuring challenging targets are set and reported back regularly to SLT.
- Have a clear understanding of key trends in pupil data and areas for improvement. Ensure strategies and resources are in place to enable these priorities to be met.
- Lead and support the effective implementation of intervention strategies used to address identified issues.

5. To monitor and review impact and identify areas for development across the year group.

- Evaluate and report regularly to SLT on the effectiveness of practice; suggesting areas and issues for further improvement.
- To produce an annual action plan and co-ordinate strategies to fulfil the identified improvement priorities.
- Use financial resources and staff management innovatively and effectively to maximise the effectiveness of teaching and learning.
- Monitor resources; identifying future requirements to ensure 'best value.'

Upper Pay Scale Teachers

Teachers on the upper pay scale can be expected to make a significant and sustained impact to whole school development in line with the statutory requirement to meet threshold standards.

In particular, teachers will:

- Provide a role model for professional practice in the school.
- Make a distinctive contribution compared with other teachers.
- Contribute effectively to the wider team.

This job description will be reviewed regularly and may be subject to modification and amendment after consultation.

Year Group Leader of Learning Headteacher