

JOB DESCRIPTION

Post title: Subject Lead for Primary English
Academy: South Hylton Primary Academy (SHPA)
Reporting to: Head of School
Salary/Pay range: MPS-UPS plus additional allowance £2,500
Hours of Work: Full Time, permanent

Purpose of Job

The post holder will provide professional leadership and management for English across the whole school to secure high-quality standards of teaching, learning and achievement for all learners. The design and monitoring of an engaging and challenging curriculum should inspire our children to appreciate the subject and its applications.

This role requires an outstanding and confident classroom practitioner of English and literacy.

Main Duties and Responsibilities

The Quality of Education

- Ensure an exciting, challenging and aspirational English curriculum which is progressive, appropriate and aspirational for all pupils
- Ensure that the curriculum offer for English supports our cultural capital and actively promotes curriculum enhancement in English so that our pupils understand the benefit of English and its applications
- Provide a policy for English which accurately reflects the vision and practice of the Academy
- Demonstrate relevant and up-to-date subject knowledge
- Provide clear CPD and advice to staff regarding English subject knowledge, teaching, learning and assessment including sharing effective practice, resources and research
- Promote SHPA's teaching and learning model, pedagogies and principles of learning through appropriate planning and approaches to teaching, learning and assessment
- Use a range of indicators to evaluate the effectiveness of provision and set actions and targets to achieve SHPA's goals

Leadership & Management

- Provide effective, strong leadership in English
- Establish, maintain and evaluate a suitably challenging but effective curriculum map for English
- Maintain up-to-date records and provide reports as required by Head of School, Executive Principal or other leaders of learning in school
- Work alongside the head of School to support and evaluate the School Development Plan and Self Evaluation documentation with reference to English
- Use data to effectively track and monitor attainment and progress, evaluate targets and set clear developmental steps for improvement
- Manage time effectively and meet deadlines
- Be an outstanding classroom practitioner and lead learning in English and provide teaching demonstration when necessary
- Manage the current phonics lead teacher

- Provide feedback on the teaching of English (observing teaching) in liaison with SHPA's teaching and learning lead teachers
- Provide advice and support to SHPA's phase leads to ensure a coherent approach to teaching and learning in English across the whole school
- Take an active role in the middle leadership of school
- Undertake, and when required, deliver or be part of the appraisal systems in school
- Undertake audits as required and ensure resources support the English curriculum offer in school

Wider Community

- Supporting staff and other stakeholders to involve parents in their child's learning
- Promoting English enjoyment across school and within our community
- Ensure South Hylton Primary Academy has a positive and literacy-rich online presence within our community

Health and Safety

- Ensuring that area of work complies with legislation relating to Health & Safety and observe and implement specific responsibilities in relation to these matters as detailed in the Policy for Health & Safety
- Provide support in an emergency or evacuation situation, in a calm professional manner. Actively provide information to any emergency service when requested to do so

Safeguarding

- Be aware and familiar with academy policies and other guidance on the safeguarding and promotion of wellbeing of children and young people. Taking appropriate action in accordance with academy policies and Keeping Children Safe in Education 2020 where required