



Wylam and Prudhoe Castle First Schools

Job Description

Leader of Teaching, Learning and Curriculum **Classroom Teacher**

Pay Range:	Main/Upper Pay Range (STPCD) TLR2b
Reporting to:	The Executive Headteacher
Responsible for: <ul style="list-style-type: none">• The development and improvement of teaching, learning and curriculum across Wylam First School and Prudhoe Castle First School.• Leadership of a core curriculum subject (preferably maths).• Monitoring, evaluating and improving the quality of implementation within foundation subjects.• To meet the requirements of a teacher as set out in the School Teachers Pay and Conditions Document and Professional standards for Teachers.	

Job Purpose

- To raise standards in teaching and learning across Wylam First School and Prudhoe Castle First School, contributing to the overall quality of education of the settings.
- To be accountable for the high standards in a core curriculum area and responsible for the effective implementation of the foundation subjects, leading to positive outcomes for pupils.
- To be responsible and accountable for delivering inclusive, excellent classroom practice in accordance with the national curriculum, national guidelines and the school development plan, achieving the highest possible standards in work and conduct and at all times promoting and safeguarding the welfare of pupils within the school.

Key Duties and Responsibilities

Safeguarding and Welfare

- To be responsible for promoting and safeguarding the welfare of pupils, raising any concerns appropriately and following school protocol/procedures.
- To take on the role of Deputy Designated Safeguarding Lead.



Leadership of Teaching and Learning

- To create a climate which enables staff to maintain positive attitudes towards the development of the curriculum and confidence in developing their teaching and learning skills.
- To monitor, evaluate and improve the quality of teaching and learning across the two schools, across all curriculum areas.
- To be a positive role model for other members of staff in all matters relating to class organisation, teaching, learning, assessment and professional conduct.
- To have knowledge and understanding of the strategies for improving and sustaining high standards of teaching, learning and achievement of all pupils.
- To work as part of the Senior Leadership Team to effectively evaluate the quality of education, contributing to the school's self-evaluation process and school development plans.
- To analyse and interpret national, local and school assessment data to inform policies and practices, identify gaps in attainment and set targets for further improvement.
- To develop, implement and update policies and ensure continuity, progression and effective teaching and learning throughout the school.
- To lead professional development of staff by planning and leading staff meetings and INSET days.
- To assist in the appraisal of staff, including taking part in classroom observations as required.
- To keep the Executive Headteacher and governors informed of all relevant developments, initiatives and issues relating to teaching, learning and the curriculum.
- To lead teacher training in school including the ECT programme and student placements, providing mentoring and coaching as appropriate.

Curriculum Leadership

- To demonstrate a secure knowledge and understanding of a core curriculum area (preferably maths).
- To show an enthusiasm for the creative delivery of the curriculum, influencing excellent classroom practice by example.
- To develop, implement and update policies and ensure continuity, progression and effective teaching and learning throughout the school.
- To have knowledge and understanding of the strategies for improving and sustaining high standards of teaching, learning and achievement of all pupils.
- To have knowledge of how to set an ambitious curriculum that all pupils can access.
- To demonstrate the skills to monitor, evaluate and implement a programme of improvement to enhance teaching and learning in the subject area.
- To keep up to date with any changes to the National Curriculum and disseminate that information to staff.



- To have knowledge of the EYFS curriculum and how this builds the foundations for the National Curriculum.
- To keep the Executive Headteacher and governors informed of all relevant developments, initiatives and issues relating to the curriculum.

Teaching and Learning

- To deliver an age and ability relevant curriculum and be accountable for promoting high standards, taking responsibility for the attainment, progress and outcomes of pupils taught, ensuring that excellence and enjoyment are achieved.
- To plan and prepare lessons in order to deliver the highest standards in the relevant curriculum, ensuring breadth and balance in all subjects.
- To prepare and develop own teaching materials, teaching programmes and pastoral arrangements, as appropriate.
- To have a clear understanding of the needs of all pupils and to understand how individual pupils learn and use this knowledge to plan teaching, and scaffold appropriately using inclusive, distinctive teaching approaches to engage and support pupils.
- To demonstrate a clear understanding of appropriate, relevant, up-to-date teaching strategies.
- To analyse relevant data to monitor pupil progress and levels of attainment against set targets, plan subsequent lessons, and promote the highest possible aspirations for pupils targeting expectations and actions to raise their achievements.
- To monitor both class work and homework, providing regular constructive feedback, setting informed, challenging learning objectives for pupils and using an appropriate range of observation, assessment, monitoring and recording as the basis for making accurate assessments to demonstrate and secure pupils progress.
- To give pupils regular feedback, both orally and through accurate marking, and regular reports to parents, encouraging pupils to respond to the feedback, reflect on progress, their emerging needs and to adopt a responsible and conscientious attitude to their own work and study.
- To plan opportunities to develop the holistic, social, emotional and cultural aspects of learning and personal development.
- To set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding of pupils.

Classroom Management

- To be a positive role model and demonstrate and promote consistently courteous, respectful and polite behaviour in class and around school, supporting the school values.
- To understand and apply the school behaviour policy at all times, having high expectations of pupil behaviour, promoting self-control and independence of all pupils using praise, sanctions and rewards consistently and fairly.



- To manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge all pupils.
- To provide a safe, purposeful and stimulating environment for pupils, rooted in mutual respect.

Professional Responsibilities

- To maintain appropriate, effective relationships with pupils in line with safeguarding policies and procedures.
- To work collaboratively with others and as a team member to develop effective professional relationships and identify opportunities for working with colleagues and sharing the development of effective practice with them.
- To treat others with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position.
- To communicate effectively with parents/carers with regard to pupils' achievements and well-being.
- To communicate and co-operate effectively with relevant external bodies.
- To make a positive contribution to the wider life and ethos of the school.
- To have professional regard for the ethos, policies and practices of the school and maintain high standards in own attendance and punctuality.

Professional Development

- To regularly review and self-evaluate the effectiveness of own teaching and assessment and inter-personal skills, considering the impact on pupils' progress, attainment and wellbeing, and taking responsibility for refining own approaches where necessary.
- To be responsible for own personal and professional development and to demonstrate continuing improvement of teaching expertise through participating fully in training and development opportunities identified by the school, or as developed as an outcome of appraisal, to enrich the learning experience within and beyond own class.
- To keep abreast of educational research and developments in designated subject area and share new publications, advancements and materials for the use of colleagues and discussion, as appropriate.
- To fully participate in the performance management procedures in accordance with the Appraisal Regulations 2012 and take responsibility for own professional development.

Other

- To participate in relevant meetings, including those relating to pupils, parents, curriculum and school operation and organisation.
- To participate in school activities, such as educational trips, extra-curricular activities and clubs.



- To participate in arrangements for examinations and assessments within the remit of the role.
- To carry out playground and other duties as directed.
- To participate in and carry out administrative and organisational tasks within the remit of the current School Teachers' Pay and Conditions Document.
- To cover for absent colleagues within the remit of the current School Teachers' Pay and Conditions document.
- To perform any reasonable duties as requested by the headteacher commensurate with the salary and job title.

Notes

1. In addition, all teachers are required to carry out the duties of a schoolteacher as set out in the current School Teachers Pay and Conditions Document.
2. Teachers should also have due regard to the Teacher Standards (2012). Teachers' performance will be assessed against the teacher standards as part of the appraisal process as relevant to their role in the school.

Last updated: 24.01.23

Signed:
(Postholder)

Date: