



South Park Primary School

Self-belief Perseverance Pride Success

JOB DESCRIPTION

SCHOOL: South Park Primary School

LEVEL: Teaching and Learning Responsibility Point 2A

POST TITLE: Subject leader (Curriculum Team)

NAME OF TEACHER:

GENERIC TEACHER ROLE

- To carry out the duties of a school teacher as set out in the current School teachers' Pay and Conditions document and subject to any amendments due to government legislation. This includes any duties as may be reasonably directed by the Headteacher.
- Demonstrate good inclusive practice with particular reference to children with special educational needs, more able children and children with English as an additional language.
- To be committed to and actively promote the school's equal opportunities policy.
- To uphold the school's principles and policies which underpin good practice and the raising of standards.

JOB PURPOSE

- To work in partnership with the Deputy Head to support and develop staff in securing high quality teaching, the effective use of resources and improved, high standards of learning and achievement for all pupils in the subject/s.
- To be a member of the Curriculum Team and contribute as required to whole school management.
- To take an active professional role in performance management.

SPECIFIC RESPONSIBILITIES

- To work in partnership with the Deputy Head, with specific accountability for:
 - Developing subject/s throughout the school in accordance with priorities identified in the SDP.
 - Monitoring and evaluating learning and teaching of the subject/s curriculum throughout the school.
 - Developing formative and summative assessment; monitoring and evaluating relevant assessment data to identify trends in pupil performance and issues for development.
 - Be a point of contact for staff and outside agencies for subject/s.
- Demonstrate and model good teaching and learning, particularly in subject/s.
- Keep up to date with recent developments in education with particular reference to subject/s.
- Contribute to professional development in subject/s through example and support and assist in the provision of high-quality training for staff.

- Develop strategies for involving parents in their children's learning.
- Work with staff in selecting and ordering appropriate books, materials and equipment within an agreed budget, using financial and resource management innovatively and effectively.

MANAGEMENT RESPONSIBILITIES

These responsibilities are over and above those required by a teacher of main professional Grade.

- To manage a year group team if required.
- To be involved with the development of whole school policies from 3-11.
- To be an active member of the Curriculum Team and work as part of a team ensuring appropriate professional conduct and confidentiality where appropriate.
- To actively support all policy decisions.
- To co-ordinate and assist with school events.
- To maintain high standards of behaviour among all pupils.

SAFEGUARDING

- To actively engage in all safeguarding training and ensure that this is kept up to date in compliance with school policy.
- To read and understand the schools safeguarding policy and procedures.
- To read and understand any government legislation in relation to safeguarding, including the mandatory duty to report FGM.
- To be alert to issues where there may be a safeguarding issue and take appropriate action.
- To implement the above training; policies and procedures as appropriate.

PERFORMANCE MEASURES

- Appraisal assessment will be based on the responsibilities listed above, the Teachers Standards and the Post Threshold Standards where relevant. Judgements will be made against these as part of the schools appraisal cycle.

ORGANISATIONAL DETAILS

The postholder will be line managed by: The Deputy Head

The above job description was agreed on (Date). It may be reviewed and/or amended at any time but before this happens you will be given appropriate opportunities to discuss the proposed amendments. It will be reviewed as part of the annual performance process.

_____ Signed by (Postholder)

_____ Signed by (Headteacher)

PERSON SPECIFICATION

Post Title: Curriculum Team Member – SUBJECT/S		
Essential		Assess by
Knowledge and Qualifications		
- Knowledge and understanding of the factors which support high attainment in school for all pupils. - Knowledge and understanding of the effective inclusion of all children. - An understanding of monitoring and evaluating the curriculum, learning and teaching. - Knowledge of recent developments in education		A A , P & L A, P & L A, I & R A & P
Experience		
- At least 2 years teaching experience in a Primary School - Evidence of experience of and a commitment to the involvement of parents in the learning process. - A commitment to developing a skills based creative curriculum		A A, I & R A, I & L
Skills and Abilities		
- Evidence of good class teaching to provide a model of good practice for others. - Evidence of the ability to work as a team - Evidence of the ability to take ownership of whole school issues.		L A, I & R A, I & R
Personal Qualities		
- Excellent communication and interpersonal skills with both adults and children - Flexibility, sensitivity and the ability to find solutions - Excellent record of personal attendance and punctuality - A good sense of humour		L & I I & R I & R
Other		
- Commitment to safeguarding and protecting the welfare of children - Commitment to equality and diversity		A, I & R A, I & R

Key to assessment methods;

(A) Application letter, (P) Presentation (I) Interview, (R) References, (L) Lesson observation