



HORSFORTH SCHOOL

JOB DESCRIPTION

Job Title:	EAL and Literacy Intervention Lead
Responsible to:	Deputy Headteacher Curriculum
Pay Band:	CI £28 598 to £31 022 Actual Salary £24, 597 to £26, 682
Hours:	Full time, Monday – Friday. 8-4 Monday-Thursday 8-3.30 Friday 30 min break daily Term time +5 days Permanent

Main Role

The EAL and literacy lead will work closely with the EAL Co-ordinator and Deputy Headteacher curriculum to support students who have low levels of literacy as well as our EAL students who are New to English (working at band A) or Early Acquisition (Working at band B). They will work across all year groups and will support students within lessons and through leading intervention groups. A key aspect of the role is to raise standards of literacy across the school and ensure that all students are GCSE ready. They will support students both in one-to-one and group situations to develop reading and literacy skills, with a focus on students with PP and low reading ages.

The EAL and literacy lead must be qualified in or have an interest in seeking a qualification in supporting EAL students and it would be advantageous to have experience in delivering phonics programmes. A secondary teaching qualification or TEFL qualification would be beneficial but not essential.

The EAL and literacy lead will play a key role in assessing the needs of students and then planning and delivering interventions and support programs for students. The impact of these interventions will need to be reviewed and revised where needed. They will support the integration of new EAL learners to Horsforth School and provide improved access to the curriculum through bespoke intervention.

Tasks can range from observing students in class, helping with academic support activities, devising individual learning plans, to providing support to the student or parent. External agency liaison may also be a key part of the role.

The EAL and literacy lead will be line managed by the Deputy Headteacher and work closely with the EAL coordinator, the literacy lead, the Pastoral Team and all teaching staff.

Main Duties:

- To raise standards of literacy across the school and ensure that all students are GCSE ready.



- To support students both in one-to-one and group situations to develop reading and literacy skills including students with SEND needs and low reading ages.
- To help learners make effective use of a wide range of resources, delivering interventions and providing administrative support as required.
- To plan and deliver interventions
- To work with students both in one-to-one and group situations to develop reading and literacy skills.
- To lead on the identification of and creation of a range of innovative resources to engage and raise standards in literacy and to support our EAL students.
- To liaise closely with the EAL Coordinator and SLT to ensure the co-ordination of targeted intervention.
- To attend relevant staff meetings or other meetings as required.
- To support in the administration and delivery of whole school literacy events.
- To establish good relationships with students, acting as a role model and being aware of and responding appropriately to individual needs and applying the school behaviour policy when needed.
- To support our partnership with parents / carers, involving them in their child's learning.
- To be aware of and comply with policies and procedures relating to child protection and safeguarding, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- To be aware of and support difference and ensure equal opportunities for all.
- To contribute to the overall ethos/work/aims of the school.
- To appreciate and support the role of other professionals.
- To participate in training and other learning activities and performance development as required.
- To support with break and lunch duties when required.

Performance Measure

- Student progress in English meets FFT20 and Progress 8 of +0.5.
- Students' progress in English meets FFT50 and Progress 8 score of 0 for disadvantaged students.
- Attainment data at 4+/5+ for EAL and Pupil Premium students is sustained and improved
- Attainment gap in English between Pupil Premium and non-Pupil Premium students narrows year on year.
- Data for Pupil Premium students shows the progress gap closing in Y7-11.
- Reading age data is improved across the school.

Any Special Conditions of Service:

There is a requirement to submit to an enhanced Disclosure and Barring Service background check. Term time working. There may be a need to occasionally work outside of school hours and off school premises, as required by the school. No smoking policy.