

**Job Description for**: Subject Leader for English

**TLR:** 1b £10,668 or 1c £14,730

**Responsible to**: Headteacher, SLT Line Manager

**Key Purpose**:

To lead and coordinate the work of the English department, ensuring the highest standards of teaching and learning across key stages 3 -5.

To lead whole school literacy and oracy through the literacy and oracy coordinators. (TLR1c)

**Leadership and Management**

* To lead the development of programmes of study that inspire and engage students, fulfilling the requirements of the national curriculum and relevant Examination Boards.
* To promote and secure inspirational teaching and learning across all classes.
* To lead and manage a team of professionals, ensuring high quality learning for all students, both in the classroom and beyond.
* To oversee the progress of all students, taking effective action to intervene where data arising from excellent assessment processes suggests a need.
* To facilitate the professional development of all members of the team, in improving pedagogy and resources; and their understanding of the part that they play in sustaining and growing an outstanding centre of learning for English.
* To remain aware of the latest developments in English teaching together with all issues related to examinations, curriculum and assessment.
* To coordinate and oversee the implementation of the departmental development plan and review processes.
* To ensure that departmental capitation is used efficiently in securing the best available resources to enhance learning across all key stages.
* To work with other leaders in order to produce a coordinated approach to identifying programmes of support and intervention.
* To work with year leaders in tracking student progress and ensuring that students are stretched in their learning.
* To ensure that parents and carers are well informed about their child’s progress in English and are able to support learning outside of school.

**Teaching and Learning**

* To set high expectations for yourself and the team for quality teaching and learning in English.
* To model effective practices with regard to planning to meet the needs of all learners, delivery of engaging lessons, frequent and accurate assessment and feedback, and intervention.
* To line-manage and appraise all members of the English team and to ensure that the quality of provision is routinely monitored by various means including student voice

**Duties**:

The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document and Teaching Standards.

All TLRs are subject to annual review and may be modified by the head teacher, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title.

The duties of a teacher awarded a TLR include a significant responsibility that is not required of all classroom teachers, and that:

* is focused on teaching and learning.
* raising standards attained by children in the identified area/s;
* raising standards in teaching and learning in the identified area/s.
* requires the exercise of a teacher’s professional skills and judgement;

• requires the teacher to lead, manage and develop a subject area; or to lead and manage pupil development across the curriculum

• has an impact on the educational progress of pupils other than the teacher’s assigned classes or groups of pupils; and

• involves leading, developing and enhancing the teaching practice of other staff.

The TLR is full time and may be relinquished if it were agreed that the TLR holder become part time subject to agreement under the Flexible Working policy.

HR February 2023