



Early Years Leader

TLR 2



Job Purpose

This post is to be performed in addition to the position of Classroom Teacher, and in addition to all aspects of the Classroom Teacher job description and the School Teachers' Pay and Conditions Document.

As the Early Years Lead and member of the SLT you will assist the Head Teacher in the leadership and management of the school by:

- Playing a major role in ensuring there is high quality education for all pupils, and improving standards of learning and achievement in your phase
- Working with colleagues to ensure there is smooth transition between Key Stages
- Developing and maintaining effective networks for your phase

Specific Responsibilities

Strategic Development

- Contribute to the discussion, creation and implementation of a strategic plan which identifies priorities and targets for ensuring that pupils achieve high standards and make good progress, increasing teachers' effectiveness and securing improvement.
- As a member of the Leadership team, actively contribute to the development of the whole school
- Lead by example in helping create a productive school ethos

Teaching and Learning

- To secure and sustain effective teaching of the relevant subject for individuals, groups and classes.
- Develop the quality of teaching, assess the standards of pupils' achievements and set targets for improvement.
- Actively promote the application of literacy, mathematics and ICT across the curriculum for all Key Stage pupils.

Leading and Managing Staff

- To lead, manage and work collaboratively with pupils and, as appropriate, with other adults and colleagues.
- To take responsibility for the management of staff performance
- Motivate and help to enable all staff to carry out their respective roles to the highest standards.
- Contribute to the professional development of staff through example, mentoring and organising Key Stage meetings.

Efficient Deployment of Staff and Resources

- To develop, monitor and control resources within the teaching area including teaching assistants
- To ensure that resources are organised and readily available to promote a purposeful environment for teaching and learning to take place

This is not a complete statement of all duties and responsibilities of this post as these may change according to annual school improvement priorities. The post holder may be directed by the Head Teacher to carry out any other duties that may be reasonably regarded as within the nature of the duties and responsibilities of the post.

Signed Declaration:

I have read, understood and agree with the contents of the job description:

Name:

Signed:

Date:

