



Parkside Middle School

Job description

Designation: Subject Leaders

Responsible to: Deputy Headteacher

Hours of work: Full Time

PURPOSE OF JOB

The subject leader will liaise with the Deputy Headteachers and Assistant Headteacher (Curriculum) and take lead responsibility for providing leadership and management for their subject across the school.

Duties and Responsibilities

Within the subject:

Curriculum Planning

- Develop a carefully sequenced subject curriculum which carefully maps out the knowledge and skills to be taught to ensure pupils are ready for the next stage in their education by being able to do more, know more and remember more.
- Develop Medium Term Plans within the subject to ensure consistency across the department and in line with our school's commitment to high-quality teaching and learning.
- Liaise with our feeder schools on the transition of the subject between first and high schools, to ensure that progression is built into the curriculum.
- Ensure the planned curriculum is effectively and consistently implemented across the school.
- Have an overarching responsibility for pupils' achievement and standards in the subject area.
- Promote pupils' spiritual, moral, social, cultural, physical, and mental development alongside British values in the teaching of the subject.
- Work with the Assistant Headteacher (Academic Support) and SENCO to ensure the curriculum matches the needs of different pupils, such as disadvantaged pupils and those with special educational needs and/or disabilities (SEND).
- Promote careers education through the subject and ensure that teaching and learning illustrates how the subject might lead to career opportunities
- Liaise with other schools in the Bromsgrove Middle Schools Learning Partnership to develop the profile of the subject across the town.

Teaching, Learning and Assessment

- Have a good understanding of how well the subject is being delivered and the impact it has on pupil achievement.

- Monitor teacher's planning and marking in all years and ensure they are suitable and consistent.
- Monitor academic standards and ensure there is continuity and progression in pupils' learning.
- Monitor teaching and learning in all years to identify strengths and areas of development.
- Use this understanding to feed into the School Improvement Plan and produce a Raising Attainment Plan for the subject to contribute to whole school improvement.
- Make sure there is an effective system of assessment that oversees the progress of pupils to ensure the curriculum has a positive impact on pupils' learning.
- Analyse relevant data and devise strategies to ensure standards improve.
- Oversee tracking and intervention of pupils in all years.
- To comply with all Health and Safety requirements relating to Subject and ensure that all staff in department are fully aware of requirements.
- Make sure that pupils are fully aware of their targets and that they are given clear guidance on how to reach them.

Leading and managing staff

- Establish an effective team and lead department meetings.
- Provide support to staff regarding teaching and learning, resources, and planning in the subject.
- Monitor teaching and learning by visiting lessons, scrutinising books, and talking with pupils to assess how well the subject area is being implemented and how well it is delivered across the school.
- Provide feedback to staff based on the above observations to identify training needs and liaise with Deputy Headteachers to provide Continuing Professional Development (CPD) in the subject area.

Educational Experiences

- Promote the subject, its importance, and the value that it brings across the school.
- Organise participation in subject-related events, including competitions, trips, external speakers, inspiration days.
- Liaise with the Bromsgrove Middle Schools Learning Partnership within subject groups on subject-related events, projects, and activities.

Signature..... Dated.....