## JOB DESCRIPTION

Job Title: **Leading Practitioner**

Salary: **LP Scale LP4 – LP8 (Outer London)**

Line Manager: **Headteacher/Designated Members of the Senior Leadership Team**

## Main purpose of the job

* Modelling outstanding planning, assessment, and teaching in order to support staff in the school team to achieve high quality teaching, effective use of resources and the highest standards of learning and achievement for all pupils.
* To promote the vision, culture, and ethos of the school.
* To work within the statutory framework which sets out the professional duties and responsibilities of a class teacher and in line with the duties outlined in the current School Teachers Pay and Conditions Document and Teachers Standards.
* Be responsible for the learning and achievement of all pupils in the classes/es ensuring equality of opportunity for all.
* Be responsible and accountable for achieving the highest possible standards in work and conduct.
* Treat pupils with dignity building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher’s professional position.
* Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff, and external agencies in the best interests of pupils.
* Take responsibility for promoting and safeguarding the welfare of children and young people within the school.

## Supervisory responsibility

To line manage and appraise identified staff as directed by the Headteacher

## Main duties and responsibilities

All teachers are required to carry out the duties of a schoolteacher as set out in the current School

Teachers Pay and Conditions. Teachers should also have due regard to Teachers Standards.

In addition to carrying out the duties of a class teacher as outlined in the current Teachers Pay and

Conditions Document, the postholder will be expected to carry out the professional duties described

below, as circumstances may require and in accordance with the school’s policies under the direction of

the Headteacher.

## Leadership and Management

* Motivate, challenge, and inspire colleagues to provide outstanding provision for our pupils, leading to outstanding outcomes
* Provide an excellent role model for pupils and for staff, by classroom practice and behaviour that sets a standard for others
* Work with colleagues to develop an innovative and creative curriculum designed around the particular needs of our pupils.
* Develop a coherent, shared vision for learning through teamwork, collaboration and sharing of best practice, ensuring a consistent of approach to teaching.
* Seek out best practice through networks and research, to share with colleagues
* Use data analysis to identify trends in attainment and to identify individuals/groups that are under attaining or are at risk of doing so.
* Identify patterns of attainment
* Use data analysis to identify areas where individuals/groups of colleagues or the whole school may need support in order to improve outcomes for pupils.
* Contribute to appraisal
* Secure and sustain effective teaching of subjects through structured monitoring and evaluation of all aspects of teaching and learning and active participation in the school’s monitoring evaluation and review cycle through lesson observations, feedback to teaching staff, work sampling, learner interviews and written reports to the Headteacher and Senior Leadership Team, as necessary.
* Support and implement the vision and ethos of the school
* Ensure policies are translated into practice by the whole school and that you bring to the attention of SLT any which may need revisions or amendments
* Together with SLT, lead on the school self-evaluation process for the school including lesson observations, monitoring of school standards, and bringing about improvement
* As appropriate contribute to the writing of self-evaluation and policy documents
* Promote cross curricular approaches to teaching and learning
* Be a proactive and effective member of the senior/middle leadership team

## Teaching and Learning Responsibility

* Lead regular meetings relevant to your area of responsibility with appropriate colleagues
* Develop, demonstrate and/or promote teaching and learning activities appropriate to full age and ability range.
* Establish a safe, purposeful, and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
* Manage classes effectively, using approaches which are appropriate to pupils’ needs in order to inspire, motivate, and challenge pupils
* Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary
* Be a positive role model and demonstrate consistently the positive attitudes, values, and behaviour, which are expected of pupils
* Have high expectations of behaviour, promoting self-control and independence of all learners

## Professional Development of Colleagues

* To Model consistently high-quality teaching and be able to demonstrate excellent practice to others
* To liaise effectively with colleagues to ensure consistency of approach in teaching and learning across the school.
* Prepare and run professional development courses for staff (teaching staff and TAs)
* Support the development programme for Governors
* Design programmes of support for individuals as and when required
* Provide model lessons and develop high quality teaching materials and schemes of learning
* Support colleagues in developing strategies to deepen learning for able pupils and vulnerable pupils
* Commit to ‘mastery’ and pedagogical approaches adopted at the school
* Keep colleagues up to date with developments in best practice identified through networks and research
* Contribute to the professional development (and performance management where appropriate) of colleagues using a broad range of skills appropriate to their needs so that they demonstrate enhanced and effective practice. (e.g., coaching, mentoring, induction)

## Manage resources

* Be responsible for the organisation, planning and evaluation of the school programmes as relevant to your area of responsibility
* Manage, monitor, and accurately account for any budget for your area.
* Evaluate, organise and monitor the use of resources

## Team working and collaboration

* Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies
* Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them
* Contribute to the selection and professional development of other teachers and support staff including the induction and assessment of new teachers, teachers serving induction periods and where appropriate threshold assessments
* Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil
* Take part as required in the review, development and management of the activities relating to the curriculum, organisation, and pastoral functions of the school
* Cover for absent colleagues within the remit of the current *School Teachers’ Pay and Conditions* document

## Administration

* Participate in and carry out any administrative and organisational tasks within the remit of the current *School Teachers’ Pay and Conditions* *Document*

## Professional development

* Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils’ progress, attainment and well-being, refining your approaches where necessary responding to advice and feedback from colleagues
* Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school or as developed as an outcome of your appraisal
* Proactively participate with arrangements made in accordance with the Appraisal Regulations 2012

## Other

* To have professional regard for the ethos, policies, and practices of the school in which you teach and maintain high standards in your own attendance and punctuality.
* Assist in the smooth running of the school at all times, including being responsible with the other TLR holders for the school in the absence of the headteacher, deputy and assistant headteachers
* Perform any reasonable duties as requested by the headteacher

## Signatures – line manager and job holder

Signed………………………………………………………………………… Dated…………………………………………

*Headteacher*

Signed*…………………………………………………………………………* Dated…………………………………………

Postholder

This job description is not your contract of employment or any part of it. It has been prepared only

for the purpose of school organisation and may change either as your contract changes or as the

organisation of the school is changed. The duties of this post may change and develop over time. It is

the jobholder’s responsibility, in conjunction with their manager, to regularly review this document and

amend it when necessary.