

# LEAD PRACTITIONER

## Harris Girls' Academy Bromley

Lead Practitioner Scale (Outer London) depending on experience  
+ Performance and Loyalty Bonus + Pension Scheme (TPS)  
+ Harris Wellbeing Cash Plan + Additional Harris Benefits

For a confidential discussion about this post with the Principal, more information or to arrange a visit, please contact the school on 020 8778 5917 or [info@harrisbromley.org.uk](mailto:info@harrisbromley.org.uk)

# Job Purpose

## **Strategic Leadership and Development**

### **The main functions of this post include:**

- To play a leading and highly visible role in the improvement of teaching and learning of the Faculty and academic success of all students
- Ensure the highest standards of teaching, learning and achievement
- To lead in the monitoring, evaluation and review of standards and provision within the Faculty

**Responsible to:** Assistant Principal

**Responsible for:** Postholders, teaching staff, associate staff and students within the Faculty

# Main Areas of Responsibility

## **General Expectations**

- To collaborate as a member of the Lead Practitioner Team in order to build and realise the shared vision of excellence and high standards for all students.
- To account for students' performance in line with Academy procedures.
- To provide the Governing Body with relevant and accurate information relating to the Faculty's performance and development.
- To support and participate in the work of the Harris Federation, including strand or subject groups as appropriate.
- To contribute actively towards the formulation of all Academy policies and procedures, ensuring their consistent implementation.
- To ensure high quality teaching and learning in the Faculty or across the Academy.
- To participate in duties at lunch, break, before, during and after school the Academy day.
- To ensure that the subject knowledge of staff in the Faculty is exemplary.
- To ensure that behaviour in the Faculty is exemplary.
- To ensure that Schemes of Learning and Independent Work books are of a high quality.

## **Core Duties and Ethos**

- To undertake whole Academy duties as outlined in Academy leadership responsibilities that are negotiated each year.
- To engage actively in the performance review process, addressing targets set by the line manager each Autumn term.
- To promote equal opportunities and celebrate diversity in all aspects of the Academy.
- To play a full part in the life of the Academy community, to support its distinctive aim and ethos and to encourage all staff and students to follow this example.
- To support the Academy in meeting its legal requirements for worship.
- To promote actively the Academy's corporate policies.
- To comply with the Academy's Health and Safety policy and undertake risk assessments as appropriate.
- To adhere to the Academy's safeguarding policy and procedures.
- To adhere to the Academy's Dress Code.
- To promote equal opportunities and celebrate diversity in all aspects of the Academy.
- To undertake any other duty as specified by School Teachers' Pay and Conditions Body (STPCB) not mentioned in the above.
- To collaborate as a member of the Lead Practitioner Team in order to build and realise the shared vision of excellence and high standards for all students.
- To provide the Governing Body with relevant and accurate information relating to the Faculty's performance and development.
- To support and participate in the work of the Harris Federation, including strand or subject groups as appropriate.
- To contribute actively towards the formulation of all Academy policies and procedures, ensuring their consistent implementation.
- To agree challenging subject targets, including student achievement targets, ensuring rigorous monitoring, evaluation and review of progress towards these through Faculty improvement plans.
- To ensure high quality teaching and learning in the Faculty, following the Academy policy for self-evaluation and review.
- To share in the management of student disciplinary matters, including: liaising with parents; maintaining records in line with Academy procedures; and, compiling educational records as necessary.

## **Teaching**

- To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher.
- To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the Faculty.
- To attend all appropriate meetings.
- To plan and prepare courses and lessons in line with Academy policy.
- To contribute to the whole Academy's planning activities.
- To teach students according to their educational needs, including the setting and marking of work to be carried out by the student in the Academy.
- To assess record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
- To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- To ensure that ICT, Literacy, Numeracy, EM and SMSC are reflected in the teaching/learning experience of students.
- To undertake assessment of students as requested by external examination bodies, subject area and Academy procedures.

## Management of Resources

- To manage the available resources of space, staff, budget and equipment effectively within the policies and procedures of the Academy.
- To support the effective and efficient timetabling and rooming of teaching within the Faculty.
- To ensure the Academy health and safety policies and practices, including risk assessments, throughout the department are in line with legislation and are updated where necessary.

Employees are expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this Job Description. Employees should be courteous to colleagues and provide a welcoming environment to visitors and telephone callers. The Academy will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition. This Job Description may be altered to reflect or anticipate changes in the job which are commensurate with the salary and job title.

We will consider any reasonable adjustments under the terms of the Equality Act to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post.

The job-holder will ensure that academy policies are reflected in all aspect of his/her work, in particular those relating to:

- (i) Equal Opportunities
- (ii) Health and Safety
- (iii) Data Protection Act (2018)
- (iv) Safeguarding Children

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The academy will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition (as defined in the Equality Act 2010).

Following consultation with you this job description may be changed by management to reflect or anticipate changes in the job which are commensurate with the salary and job title.

# Person Specification

Attributes	Description	Essential
<b>Qualifications</b>	Teaching Qualification Degree or equivalent	Evidence of ongoing professional development
<b>Experience</b>	Outstanding teaching practice Excellent behaviour management Experience of lesson observations and giving robust feedback Experience of improvement planning Experience of implementing a range of strategies to raise student achievement, with evidence of success Contribution to impact on the quality of learning and teaching and curriculum Proven track record of excellent results at KS3/4 Experience of high quality pupil tracking and feedback practices	Experience of working with governors Experience of working in more than one school Experience of KS5
<b>Knowledge and Understanding</b>	Ability to use data to analyse performance and manage interventions Understands current position with the 14-19 curriculum. Understands how to plan lessons with challenging learning objectives and outcomes Deep understanding of Assessment for Learning Effective use of ICT to promote learning Understands the factors effecting learning Understanding of e-learning Strategies to maintain good behaviour and pace Strategies for monitoring and evaluation of standards of attainment Effective development of staff and resources Strategies for working with staff and delivering robust feedback and holding staff to account	
<b>Skills and Deposition</b>	Passion for teaching and learning Totally professional at all times Personal organisation and time management skills Effective oral and written communication skills Ability to analyse and interpret data effectively and act upon the information Ability to analyse the strengths and weaknesses of lessons, lesson plans and resources so as to best help the teacher Ability to think strategically Ability to work within a team and hold staff to account Ability to motivate and lead students and staff Ability to analyse issues and identify solutions Vision and ability to manage change successfully	
<b>Personal Qualities</b>	Ambitious and hard-working Commitment to the wider school community and a willingness to offer extra-curricular activities Commitment to pursue agreed short/medium and long-term strategies to completion Commitment to working with students of all abilities A passion and commitment to an ethos of high expectations, personal fulfilment and academic success Presence and approachability Sense of humour and resilience	

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Thank you for your interest in the Harris Federation. We look forward to receiving your application.

*If you think a career with us is right for you, discover more at:  
[www.harriscareers.org.uk](http://www.harriscareers.org.uk)*

