



Hyde High School

Job description: TLR for Personal Development Lead Grade: TLR 3c	
Responsible to	Assistant Headteacher
Core Role	To work alongside the Assistant Headteacher responsible for Personal Development to coordinate the development and implementation of the PD Curriculum across the school. In KS4 these strands are taught as discrete modules through dedicated lessons in KS4 (one lesson per fortnight); in KS3, these strands are currently taught as discrete modules through dedicated lessons by specified departments and through form time activities.
Key duties	
Under the guidance of the AHT :	
Co-ordinate the Personal Development Curriculum at KS3 and KS4 including Relationships, Sex and Health Education, Citizenship and British Values;	
Keep up to date with the statutory guidance in these areas;	
Further develop the Programme of Study for these strands;	
Ensure the updating and improvement of the Schemes of Work for these strands;	
Maintain up to date mapping of the PoS against the National Curriculum to ensure full coverage;	
Monitor the quality of these plans and their implementation and use feedback from staff and students to ensure further improvement as necessary;	
Oversee assessment and analysis of student learning and identify gaps in knowledge and understanding;	
Work with the AHT to ensure timely interventions to address gaps where appropriate;	
Support the AHT with the organisation and delivery of content by external providers;	
Under the guidance of the AHT, further develop the Citizenship programme at KS3 for delivery through form time.	

This job description will be subject to review and may be modified or amended at any time after consultation with the post holder.