

Lead Teacher Job Description

Post Holder:

Job title: Lead Teacher

Reporting to: The Executive Headteacher

Workplace: Farlow and Kinlet Federation (based at Kinlet C of E Primary School)

Effective date of JD: 23rd September 2022

Salary Range: MPR/UPR + TLR2A

Job Purpose including main duties and responsibilities

to:

- be responsible for the effective day-to-day running of the School
- provide leadership and management of teaching and learning across the Schools which enables the Schools to give every pupil high quality education which promotes the highest possible standards of achievement
- provide an outstanding model of classroom practice
- teach a class within the school (This job description should also be read in conjunction with a teacher job description).

Key Accountabilities

1.

- a. lead the development of the teaching team within the Schools.
- b. be the first point of contact for parents after their child's class teacher
- c. ensure a continuous and consistent focus on pupils' achievement and progress
- d. motivate others to create a shared learning culture across the Schools.
- e. contribute to, and communicate the school's vision (including Christian Values) which expresses core values and purpose and implement the shared vision through agreed objectives and operational plans.

2. Leading Teaching and Learning to:

- a. ensure the effective implementation of a vibrant, creative curriculum in the schools which fosters children's curiosity and develops a love of learning.
- b. ensure that learning environments promote a love of learning and serve to support teaching and learning to raise levels of attainment and achievement for all pupils.
- c. support staff to embed creative, responsive and effective approaches to teaching and learning across the schools.
- d. ensure that pupil behaviour is positively managed to ensure good order and due regard for health and safety and pupil wellbeing.

- e. contribute to the creation, review and implementation of curriculum policies
- f. ensure that the School offers a range of home-learning opportunities and that appropriate homework contributes to pupils' learning
- g. develop further positive links with the local community and parents/carers to enhance provision for all learners
- h. make a positive contribution to the distinctiveness and effectiveness of the School as a church school, contributing to SIAMS evaluation and inspection processes.
- i. set high expectations for the quality of teaching.
- j. monitor planning and classroom practice; evaluate effectively the quality of teaching and learning across the Schools.
- k. provide regular reports to the Executive Head and the Governing Body

3. Develop Self and Others and Secure Accountability:

- a. Take responsibility for the effective day-to-day running of the School
- b. Coach and mentor staff as necessary to raise teaching standards further
- c. Regularly review own practice, set personal targets and take responsibility for own development
- d. Engage in self-initiated study to remain abreast of the latest educational research; recognising how this can inform working practices in the School.

4. Other responsibilities:

- a. To be a designated lead teacher for child protection and safeguarding; maintaining the appropriate level of training
- b. To be a designated teacher within the School for Health and Safety issues including First Aid
- c. To be a keyholder and responsible for opening of the school in the morning and attending out of hours alarm issues
- d. To regularly lead whole school worship
- e. To lead a weekly staff briefing
- f. To liaise with Kinlet Family Playgroup and attend meetings as required
- g. To represent the School at external events/meetings as reasonably required by the School's Leadership or Governors

The Governing Body of Farlow and Kinlet Federation is committed to safeguarding and promoting the welfare of children and as such expects all staff and volunteers to share this commitment.

This job description is subject to review by the Executive Headteacher in negotiation with the post holder at any time. However an annual review of this job description and allocation of particular responsibilities will take place as part of agreed appraisal procedures.

Date of job description: 23rd September 2022

Reviewed: 23rd September 2022