



## Sutton Bonington Primary School

### Senior Teacher with a Teaching and Learning Responsibility (TLR2) for leadership of English and being part of the Senior Leadership Team

#### Job details

**Salary:** MPS with a Teaching and Learning Responsibility 2 (£3391)

**Contract type:** Full time, permanent

**Reporting to:** Headteacher

#### Main purpose

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions document (STPCD)
- Meet the expectations set out in the Teachers' Standards
- Take specific responsibility and accountability for the day-to-day management and organisation of English.
- Be a functioning part of the school's leadership team and attend SLT meetings, pupil progress meetings, staff meetings and governors' meetings as appropriate
- Contribute to the school improvement plan including all priorities and play a part in identifying key areas for development to enable the school to continue to move forward.
- Assist in the smooth running of the school at all times especially within Key Stage 2

#### Duties and responsibilities

##### Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations that inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests
- As a senior teacher, you will demonstrate best practice in your key stage, using engaging strategies to boost classroom engagement
- Show knowledge of the English and key stage curriculum, including latest requirements and developments
- Offer assistance and practical support to classroom teachers and staff within the subject

## **Teaching and learning responsibility**

- Use professional skills and judgements to provide strategic and practical leadership in the leadership of English
- Lead, manage and develop English, and provide guidance for other teachers, including training, support and advice to improve school practices
- Improve standards within English across the school, with demonstrable changes for pupils outside of their own classroom or group of pupils
- Provide strategic core subject leadership, showing up-to-date knowledge of sector trends and developments
- Review curriculum as required, highlighting areas where teaching can be broadened and attainment improved, and providing data to the headteacher or others as required

## **Whole-school organisation, strategy and development**

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach
- Ensure teaching and learning within your core subject area is aligned with school ethos, identifying any procedural issues and providing workable solutions
- Provide leadership in your core subject area and ensure whole school values are represented and understood

## **Health, safety and discipline**

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment
- As part of the senior leadership team, play a role in ensuring a calm and productive environment is maintained where children feel safe.

## **Professional development**

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others
- Take part in professional development within your core subject area and in areas that are current school improvement priorities, sharing ways to improve subject teaching with others
- Lead other teachers in maintaining subject knowledge and latest pedagogical developments

## **Communication**

- Communicate effectively with pupils, parents and carers as well as colleagues.

## **Working with colleagues and other relevant professionals**

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues.

## **Personal and professional conduct**

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

## **Management of staff and resources**

- Direct and supervise support staff assigned to them, and where appropriate, other teachers
- Contribute to the recruitment and professional development of other teachers and support staff
- Deploy resources delegated to them

## **Other areas of responsibility**

- Lead some assemblies that contribute to pupil's spiritual, moral, social and cultural development.

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Please note, this is illustrative of the general nature and level of responsibility of the work to be undertaken, commensurate with the grade. It is not a comprehensive list of all tasks that the postholder will carry out.

## Person Specification

CRITERIA	QUALITIES
<b>Qualifications and training</b>	<p>Qualified teacher status</p> <p>Successful teaching experience</p> <p>Evidence of professional development relevant to this role</p>
<b>Skills and knowledge</b>	<p>Good knowledge of legislation and guidance on curriculum requirements</p> <p>Outstanding classroom practice, constantly showing a positive and resilient approach to pupils and staff</p> <p>Excellent communication and organisational skills</p> <p>Knowledge of effective teaching and learning strategies</p> <p>A good understanding of how children learn</p> <p>Ability to adapt teaching to meet pupils' needs</p> <p>Ability to build effective working relationships with pupil</p> <p>Knowledge of guidance and requirements around safeguarding children</p> <p>Knowledge of effective behaviour management strategies</p> <p>Good IT skills.</p> <p>Effective communication and interpersonal skills</p> <p>Ability to communicate a vision and inspire others</p> <p>Ability to build effective working relationships with staff and other stakeholders</p>
<b>Personal qualities</b>	<p>High expectations for all pupils and belief in bringing out the best in all</p> <p>Commitment to upholding and promoting the ethos and values of the school</p> <p>Commitment to always act with integrity, honesty, loyalty and fairness to safeguard the assets, financial integrity and reputation of the school</p> <p>Ability to work under pressure and prioritise effectively</p> <p>Commitment to maintaining confidentiality at all times</p> <p>Commitment to equality</p>

This job description may be amended at any time in consultation with the postholder.