

**Job Description**

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| **Job Title:** | | **Subject Leader of Physical Education & PSHE** | | | |
| **School:** | | **St Hild’s Church of England School** | | | |
| **Date:** | April 2022 | **Status:** | Final | **Pay Range:** | MPR1 – UPS3 |
| **Responsible to:** | | SLT | | | |
| **Responsible for:** | | Carry out the professional responsibilities of a Teacher as set out in the School Teachers' Pay and Conditions Document. Carry out teaching duties in accordance with the school's schemes of work and the National Curriculum. | | | |
| **Job purpose:** | | To be accountable for educational progress of learners within timetabled classes by effective teaching and learning and contribute to the monitoring and development of specified subjects and/or age phases. | | | |

**Main responsibilities**

The following is typical of the duties the post holder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

**Teaching and Learning**

1. To set high expectations for yourself and your team for quality teaching and learning.
2. To use relevant classroom management strategies to ensure all departmental staff are equipped to deliver at the highest standards and purposeful learning environments are created.
3. To take a lead in subject pedagogy including questioning, learning styles and oracy.
4. To model effective practices with regard to planning to meet the needs of all learners, delivery of engaging lessons, frequent and accurate assessment and feedback, and intervention.
5. To line-manage and appraise members of the department team and to ensure that the quality of provision is routinely monitored by various means including pupil voice.
6. To use performance data effectively, supporting the progress of pupils in lessons and intervention strategies implemented by staff.
7. To set up and promote educational enrichment activities appropriate to your subject area (inc. trips and visits and extra-curricular activities).
8. To take every opportunity to promote and raise the standards in literacy, numeracy, ICT and other key skills to give pupils more access to all parts of the curriculum and highlight the cross-curricular links that will support pupils in becoming lifetime learners.
9. To enhance teaching and learning by closely working with those who have cross-curricular responsibilities

**All TLRs are subject to annual review through the appraisal process**

1. The duties of a teacher awarded a TLR include a significant responsibility that is not required of all classroom teachers, and that:

* is focused on teaching and learning
* raising standards attained by children in the identified area/s;
* raising standards in teaching and learning in the identified area/s.
* requires the exercise of a teacher’s professional skills and judgement;
* requires the teacher to lead, manage and develop an area; or to lead and manage pupil development across the curriculum
* has an impact on the educational progress of pupils other than the teacher’s assigned classes or groups of pupils; and
* involves leading, developing and enhancing the teaching practice of other staff.

**Leadership and Management**

1. To lead the development of programmes of study that inspire and engage pupils, fulfilling the requirements of the national curriculum and relevant Examination Boards.
2. To promote and secure inspirational teaching and learning across all classes.
3. To lead and manage a team of professionals, ensuring high quality learning for all pupils, both in the classroom and beyond.
4. To implement an effective assessment calendar in line with whole school assessment calendar, which will provide all pupils with appropriate assessments and opportunities to excel thus promoting knowledge, skills and understanding. Assessments must be both formative and summative and always promote the development of all pupils.
5. To replicate the assessment calendar through the use of G4S allowing effective tracking and monitoring of the pupils’ data.
6. To oversee the progress of all pupils, taking effective action to intervene where data arising from excellent assessment processes suggests a need.
7. To facilitate the professional development of all members of the team, in improving pedagogy and resources; ensuring their understanding of the part that they play in sustaining and growing an outstanding centre of learning.
8. To have up to date knowledge of the latest developments in teaching within your subject specialism together with all issues related to examinations, curriculum and assessment.
9. To coordinate and oversee the implementation of the departmental development plan and review processes.
10. To ensure that departmental capitation is used efficiently in securing the best available resources to enhance learning across all key stages.
11. To work with other leaders in order to produce a coordinated approach to identifying programmes of support and intervention.
12. To liaise with colleagues in partner primary schools and own school designated primary link to ensure that the KS3 curriculum builds on learning at KS2 and enables rapid progression.
13. To work with Year Leaders, SENDCo and SLT in tracking pupil progress and ensuring that pupils are stretched in their learning.
14. To ensure that parents and carers are well informed about their child’s progress, and are able to support learning outside of school.
15. To actively promote the school’s ethos and core values within the department.
16. To lead whole school developments through Middle Leaders Board.
17. To be accountable to appropriate SLT link.

**General**

1. To contribute to the distinctive nature of our church school ethos and culture.
2. To actively promote the schools 5 core values: Care; Equality; Honesty; Respect; Responsibility.
3. To be accountable for pupil progress and development within the subject area.
4. To ensure the provision of an appropriately broad, balanced, relevant and differentiated curriculum for pupils studying in the department, in accordance with the aims of the school and the curricular policies determined by the Governing Body and Headteacher of the school.
5. To be accountable for leading, managing and developing the PE curriculum area.
6. To effectively manage and deploy teaching/support staff, financial and physical resources within the department to support the designated curriculum portfolio.

**Additional**

1. To report to SLT and the Governing body

**Trust responsibilities:**

1. Work to fulfil the vision and values of the trust.
2. Assist in maintaining a healthy, safe and secure environment and act in accordance with the trust’s health and safety policies and the school’s/central team’s health and safety procedures.
3. Promote and implement the trust’s equality and diversity policy in all aspects of employment and service delivery.
4. Promote and safeguard the welfare of children and young people s/he is responsible for, or comes into contact with, in accordance with the trust’s safeguarding policy and school’s child protection policies and protocols.
5. Assist in ensuring the trust’s responsibilities to protect personal data and to share information as a public authority are implemented effectively.
6. Participate in appraisal, training and development and other activities that contribute to performance management.
7. Attend and participate in regular team and 1:1 meetings.