



Copnor Primary School

Teaching & Learning Leader TLR2a Job Description

Reports to:	Headteacher and Assistant Headteachers
Liaises with:	Other T&LL, Class Teachers, HLTA, ELSA and Teaching Assistants
Main Purpose:	To promote high quality teaching and learning across the school and within a year team To promote high standards of achievement for all pupils across the school and within a year team To lead, develop and enhance core subject provision across the school

This job description details the additional accountabilities for Teaching & Learning Leaders for whom the school's teacher job description also applies.

It recognises the requirements of the current School Teachers' Pay and Conditions Document and DfE Teachers' Standards and also reflects our School Vision, Strategic Plans and Policies.

Teaching & Learning Accountabilities:

- To demonstrate excellent professional practice to staff, pupils and parents
- To promote high quality teaching and learning across the school and specifically within the year group team that you are leading through leading, developing and enhancing the teaching practice of year team staff
- To establish high expectations which inspire, motivate and challenge all pupils across the school and specifically within the year team that you are leading
- To promote good progress and outcomes by all pupils across the school and specifically within the year group team that you are leading
- To develop and enhance the subject knowledge, skills and understanding of all staff across the school and within your year team
- To secure accurate and productive use of assessment across the school and specifically within the year group team that you are leading
- To promote high standards of behaviour and safety across the school and specifically within the year group team that you are leading working collaboratively to promote the welfare and safeguarding of pupils
- To monitor provision across the school and within the year group team that you are leading and challenge underperformance
- To present accounts of performance across the school and within the year group team that you are leading to a range of audiences including governors and parents

School Improvement Accountabilities:

- To support and secure the commitment of others to the vision, ethos and policies of the school
- To work in partnership with all school leaders to promote improvement priorities
- To work as part of the Leadership Team in securing school improvement through evaluating, planning and enhancing provision, particularly in relation to teaching and learning, behaviour and safety, physical and human resources
- To lead and manage provision in a core subject applying effective school improvement processes including the provision of high quality Continuing Professional Development (CPD), such as coaching or accessing other sources of expertise, to develop teachers' subject knowledge, skills and understanding according to identified needs
- To work as part of the Leadership Team to monitor provision across the school and challenge underperformance
- To regularly review own practice, set personal targets and take responsibility for own personal development
- To support the work of the Governing Body, providing information, objective advice and support to enable it to meet its responsibilities

School Management Accountabilities:

- To ensure excellent communication within and between year teams across the school
- To lead, develop and monitor effective continuity and progression for the transition of pupils between year teams
- To maintain strong communication with governors and parents
- To act as an ambassador for the school and positively engage with the wider school community
- To lead and pro-actively manage a year team
- To manage an annual budget to promote high quality provision

- To promote the efficient and effective management of learning environments to ensure they meet the needs of the curriculum and health and safety regulations
- To co-ordinate educational visits and curriculum enrichment activities for a year team, delegating organisational & operational duties as required
- To promote the wellbeing of staff and pupils in the school with particular reference to a year team
- To attend Leadership Team meetings, lead Year Team meetings and report to staff and governors as required
- To support the school's procedures for Performance Management and Staff Induction
- To manage own workload and that of others to promote an appropriate work/life balance