



POST TITLE: Upper KS2 Team Leader with Responsibility for a Curriculum Area	GRADE: TLR
RESPONSIBLE TO: Deputy Headteacher → Headteacher RESPONSIBLE FOR: Leadership and Management	
<p>GENERIC TEACHER ROLE</p> <p>KEY PURPOSE</p> <p>To take responsibility for the education and welfare of a designated class of children in accordance with the current School Teachers' Pay and Conditions document, having due regard to the requirements of the National Curriculum, LA and school policies.</p> <p>MAIN ACTIVITIES</p> <ol style="list-style-type: none"> 1. To meet Teachers' Standards. 2. To take responsibility for planning and implementing appropriate work programmes for all children in the designated class, within the framework of national and school policies. 3. To maintain assessment records and report on pupils' progress to senior staff and to parents and carers, in accordance with school policy. <p>PRINCIPAL ACCOUNTABILITIES</p> <ol style="list-style-type: none"> 1. To plan work for the class in accordance with national, LA and school curriculum policies and in co-operation with subject and phase leaders to ensure that the children experience a broad, balanced, knowledge rich and stimulating curriculum. 2. To ensure a close match between the learning experiences offered and the individual needs of the children in the class, so as to give each child an opportunity to achieve to the maximum of his/her capability. 3. To make appropriate educational provision for children with SEND and those learning EAL, with support from the SENDCo. 4. To plan engaging learning experiences, incorporating first-hand practical experience. 5. To provide children with opportunities to manage their own learning and become independent learners. 6. To create a secure, happy and stimulating learning environment, maintaining the highest standards of organisation, and discipline. 7. To foster each child's self-image and esteem and establish relationships which are based on mutual respect. 8. To maintain a high standard of display, both in the classroom and in other areas of the school. 9. To arrange for resources, equipment and materials to be available in such a way that they are properly cared for, easily accessible and will encourage the children to become more responsible for their own learning. 10. To work closely with colleagues to undertake medium and short term planning and the implementation of agreed schemes of work. 	

11. To assess children's progress, maintain records and provide written reports to parents and carers in accordance with school policies.
12. To communicate and consult with parents and carers and with outside agencies, as necessary, about children's progress and attainment.
13. To ensure that the school's aims and objectives in relation to the curriculum, equal opportunities and discipline are promoted in every day classroom organisation and practice.
14. To liaise with support staff, both school based, from the LA & from other external bodies as required.
15. To take responsibility for the management of other adults in the classroom.
16. To take up the opportunity for continuous professional development through self-directed reading, courses and in-service training.
17. To undertake any other reasonable and relevant duties in accordance with the changing needs of the school.
18. To take responsibility for a curriculum subject area as agreed with the Headteacher:
 - Promote the teaching of the agreed subject throughout the school, according to the requirements of the National Curriculum and any other new initiatives from the Department for Education and Skills.
 - In conjunction with the Head teacher or other senior staff, be responsible for the implementation and management of the school's policy for the agreed subject area
 - Review the policy and adapt it as appropriate, ensure it meets the needs of the National Curriculum
 - Develop a scheme of work for the subject suitable to the needs of a primary school catering for 4 – 11 year olds
 - Take responsibility for maintaining and evaluating all material resources with a system of easy accessibility. To consult colleagues and be responsible for ordering resources within an agreed budget in full consultation with the head teacher
 - Offer support and advice to colleagues
 - Evaluate pupil progress attainment in this subject area and use this to inform the school's provision.
19. To have knowledge of statutory guidance and requirements on safeguarding and a commitment to safeguarding pupils.

JOB PURPOSE

- i. To support, hold accountable, develop and lead the Phase Team (year group responsible for) in order to secure high quality teaching, the effective use of resources and improved high standards of learning and achievement for all pupils.
- ii. To contribute effectively to the school performance management system as an appraiser.
- iii. To be a member of the Middle Leadership Team and contribute as required to whole school management and leadership, beyond your designated curriculum area.

LEADERSHIP RESPONSIBILITIES

- To lead raising standards of attainment and achievement for all groups of identified children (e.g. FSM, SEN, EAL, Boys).
- To lead a team of teachers and support staff.

- To identify professional development needs and co-ordinate staff development programmes to raise levels of achievement.
- To be involved with the development of whole school policies from 4-11 within your own subject area and within others.
- To be an active member of the Middle Leadership Team and work as a team ensuring appropriate professional conduct and confidentiality where appropriate.
- To actively support all policy decisions.
- To work with the Senior Leadership Team on interpreting and using data to set effective targets to raise achievement.
- To assist in planning and implementing timetables, rotas and systems to ensure the smooth day to day running of the school.
- To co-ordinate and assist with school events, during and out of school hours.
- To actively support staff in maintaining high standards of behaviour among all pupils throughout the school, including lunchtimes
- Present initiatives, policies and progress against the School Improvement Plan targets to Governors and other Stakeholders.

PERFORMANCE MANAGEMENT CRITERIA

- Performance management assessment will be based on the responsibilities listed above and judgements will be made against these as part of the school's appraisal cycle.

Knowledge and Understanding

- Demonstrate a thorough and up-to-date knowledge of teaching and take account of wider curriculum developments which are relevant to your work

Teaching and Assessment

- Demonstrate that you consistently and effectively plan lessons and sequences of lessons to meet pupils' individual learning needs
- Demonstrate that you consistently and effectively use a range of appropriate strategies for teaching and classroom management.
- Demonstrate that you consistently and effectively use information about prior attainment to set well-grounded expectations for pupils and monitor progress to give clear and constructive feedback.

Pupil progress

- Demonstrate that, as a result of your teaching, your pupils achieve well, relative to the pupils' prior attainment, making progress as good as or better than similar pupils nationally.

Wider Professional Effectiveness

- take responsibility for your professional development and use the outcomes to improve your teaching and pupils' learning
- make an active contribution to the policies and aspirations of the school

Professional Characteristics

- Demonstrate that you are an effective professional who challenges and supports all pupils to do their best through:
 - inspiring trust and confidence,
 - building team commitment,
 - engaging and motivating pupils,
 - analytical thinking,
 - taking positive action to improve the quality of pupils' learning.



Safeguarding Children

Barley Hill Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful candidate will require an enhanced DBS clearance.

ORGANISATIONAL DETAILS

The post holder will be line managed and performance managed by: The Deputy Headteacher/Headteacher

This job description may be reviewed and/or amended at any time but before this happens you will be given appropriate opportunities to discuss the proposed amendments. It will be reviewed as part of the annual performance process.

Signed _____

Date _____