



## **Job Description**

### ***Lead Teacher***

This post is directly responsible to the Headteacher

This post directly manages the work of class teachers, class TAs

The post holder is a class teacher. Dedicated leadership time will be allocated.

### **KEY PRIORITIES**

- To work with the Headteacher to lead the school to **OUTSTANDING** achievement for all pupils
- To be a model practitioner of excellent class teaching.
- To lead teachers promoting outstanding teaching and learning for all pupils and specifically pupils in allocated year group.
- To ensure progress across allocated year group is high for all pupils.
- To ensure safeguarding of all members of our school.
- To lead the performance management of staff within allocated year group.
- To promote equal opportunities in all aspects of the school work including the integration of pupils in our Centre for Deaf Children.

### **MAIN RESPONSIBILITIES**

#### **STRATEGIC DEVELOPMENT OF JAMES WOLFE PRIMARY SCHOOL**

- Work with the Headteacher, Deputy Headteacher and Assistant Headteachers, staff and governing body to set the strategic direction of learning within the campus.
- Ensure that curriculum planning for allocated year group takes account of national and local policies and initiatives.
- Encourage creativity, innovation and the use of new technologies to achieve excellence.
- Ensure that curriculum planning for allocated year group takes account of the diversity, values, culture and experience of the school and community.

#### **LEADING AND EVALUATING LEARNING AND TEACHING**

- Demonstrate the principles and practice of outstanding learning and teaching (through guidance/teaching of model lessons) so that staff, pupils, and parents see excellent practice.
- Ensure the highest quality of learning and teaching in year group to enable all children in allocated year group to make maximum progress.
- Demonstrate and articulate high expectations and set stretching targets for children in allocated group (this is to be done in line with the school's performance management policy).
- To take a lead on the evaluation of learning in allocated year group by monitoring lessons, reviewing the quality of work in books and analysing progress data.
- Contribute to data review meetings for allocated year group ensuring that success is celebrated and areas for development are clearly identified.
- Contribute to the strategic direction for the closing of the gap between our pupil premium pupils, pupils with SEND and our whole community for pupils within year group, taking a lead on this in allocated year group.

## DEVELOPING SELF AND WORKING WITH OTHERS

- Sustain a collaborative learning culture within the school and actively engage with other schools to build effective learning communities.
- Develop individuals and the allocated year group team.
- Regularly review own practice, set personal targets and take responsibility for own professional development and performance.
- Accept support and guidance from others, including the SLT, governors, the LA and the wider professional community.
- Manage own workload and that of others to allow an appropriate work/life balance.

## MANAGING THE ORGANISATION

- Ensure the day-to-day running of allocated year group including timetabling and, when directed, staffing.
- Ensure that allocated learning areas promote outstanding learning and that resources are readily available to support learning.

## SECURING ACCOUNTABILITY

- With the Headteacher, Deputy Headteacher and Assistant Headteachers, be accountable for ensuring that the children in allocated year group enjoy and benefit from a high quality education.

## STRENGTHENING COMMUNITY

- Recognise and account for the richness and diversity of the school's communities.
- Lead school strategy to build effective relationships with parents, carers and the community to enhance the education and personal development of the children.
- Support the school's work to make strong links with parents and carers, community figures, businesses and other organisations.

## OTHER DUTIES

- Follow the School's Safeguarding policies.
- Follow the School's Equal Opportunities policies.
- Maintain confidentiality and observe data protection and associated guidelines.

The Lead Teacher will be required to undertake any such reasonable duties as the Headteacher of James Wolfe may require.

The Lead Teacher will carry out their professional duties in accordance with, and subject to, the National Conditions of Employment for Teachers and Education and Employment legislation.