



NEW CHAPTER PRIMARY SCHOOL

Job Description: Curriculum Team Leader Post

Job Title:	Leader of Curriculum and Pedagogy / Leader of AFL and Learning Environments
Reporting to:	Headteacher
Salary / Grade:	MKET Pay Range LP5-LP7 (£38,500 - £41,250)
Disclosure Level:	Enhanced

To be read in conjunction with the professional duties set out in the current school's Teachers' Pay and conditions document.

JOB PURPOSE

To provide professional leadership and management for Curriculum and Pedagogy / AFL and Learning Environments in order to secure high quality teaching, effective use of resources, improved standards of learning and achievement for all learners and to develop stronger external partnerships.

JOB DESCRIPTION

Fulfil the requirements of a strong KS2 class practitioner.

Strategic Role	<p>Actively contribute to:</p> <ul style="list-style-type: none">• the development and support of New Chapter's ethos, aims, priorities, targets and action plans;• the membership of the Curriculum management team;• the production, monitoring and evaluation of whole school development plans;• the development and implementation of whole school and subject policies and practices;• the creation of a climate, which enables other staff to develop and maintain positive attitudes / confidence towards their teaching / subject knowledge;• the consistent use of statutory curriculum requirements i.e. assessment, recording and reporting process to ensure progress is met;• Governing Body and Trust meetings when required.
Planning & Setting Expectations	<ul style="list-style-type: none">• monitoring the effective planning of lessons, activities and sequences of lessons to ensure the individual needs of all pupils;• supporting staff to provide clear structures for lessons maintaining pace, motivation and challenge;

	<ul style="list-style-type: none"> • use information and prior attainment data to set and assess appropriately challenging targets and success criteria. (whole school / year / class); • ensuring tasks set are engaging and challenge pupils and ensure high levels of interest; • encouraging all pupils to think and talk about their learning, develop self-control and independence, concentrate and persevere, and listen attentively; • write and review schemes of work and lesson plans when required. • liaise with TAs, SENCo, G&T co-ordinator and other sources of support as appropriate.
Assessment & Evaluation	<ul style="list-style-type: none"> • consistently and effectively monitor the progress of pupils and give clear and constructive written and oral feedback; • contribute to the development of a range of assessment activities to track student progress; • support Achievement team outcomes; • support Deputy in developing and reviewing the whole school assessment system; • participate in the self-evaluation of teaching relating to the Quality Framework of Learning and Teaching.
Student Achievement	<ul style="list-style-type: none"> • demonstrate the impact of teaching on pupils' achievement relative to prior attainment; • ensure all pupils make progress that is better than similar pupils nationally.
Liaising with parents and the wider community	<ul style="list-style-type: none"> • establish a partnership with parents to involve them in their child's learning, as well as providing information about curriculum, attainment, progress and targets; • develop effective links with the local community, including business and industry, in order to extend subject activities, enhance teaching and develop the pupils' wider understanding; • communicate effectively, orally and in writing, with parents, governors, external agencies and the wider community, including business and industry; • liaise with colleagues and external agencies.
Managing and developing staff and other adults	<ul style="list-style-type: none"> • lead on either Curriculum and Pedagogy or AFL and Learning Environments; • establish constructive working relationships with other staff and empower staff to be confident practitioners; • participate in own appraisal and that of other staff as required by the school policy on Performance Management and use the process to develop the personal and professional effectiveness of staff; • participate in the induction of trainees and newly qualified teachers; • lead professional development through example and lead on high quality professional development by participating in coaching as well as drawing on other sources of expertise as necessary, for example, HE, LAs and subject associations.
Managing Resources	<ul style="list-style-type: none"> • maintain existing resources and contribute to the development of new resources; • ensure the effective and efficient use of learning resources, including use of TAs and ICT.

Managing own performance and development	<ul style="list-style-type: none"> • prioritise and manage own time effectively; • achieve challenging professional goals; • take responsibility for own professional development and use the outcomes to improve teaching and pupils' learning across the school; • keep up-to-date with knowledge of subject(s) taught; • be a Key Lead for Aspire developments • take account of wider curriculum developments i.e. NPQML
Safeguarding Children	<ul style="list-style-type: none"> • promote and safeguard the welfare of all pupils; • adhere to the staff Conduct Guide.
Other Specific Duties	
<ul style="list-style-type: none"> • Duty Team member 	

Name:

Signed: Date: