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| focus_logo_x**Associate Principal – Primary** ***Job Description*** |

**BACKGROUND**

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| Following the national leadership restructure the National Primary Curriculum and Innovation Leader role has been created to support the development of Primary education across the UK. The postholder will work closely with the Regional Principal team and report directly into the RP with the National Portfolio for Curriculum. |

**JOB PURPOSE**

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| * To ensure an innovative, self directed KS2 curriculum is planned, implemented and reviewed, working in conjunction with the Regional Principal team
* To support the development of self directed learning pedagogy and associated technologies. To lead on the development of Primary Learning Centres.
* To support the identification of where KS2 intervention may be required; to provide and support any such intervention. This may be at local, regional or national level.
* To identify and lead on appropriate Professional Development Opportunities for all staff in full partnership with the Director of Teacher Academy.
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**DUTIES**

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| The key duties include but are not limited to the following: **Specific DUTIES** * With the Regional Principal (RP) team, development of the KS2 curriculum – with the outcome of creating a fluid, innovative all-through Year 3-13 SDL curriculum.
* With the RP team to work on the further development of KS2 data and assessment.
* Creation and delivery of outstanding professional development opportunities for Primary teachers via the Teacher Academy.
* To oversee academic projects that are rooted in primary research via the Teacher Academy.
* To develop global links throughout OneSchool with other primary practitioners.
* Development of KS2 teachers’ and students’ SDL skills.
* To study national and international best practice in Primary Education and use this information to inform curriculum and other whole school educational initiatives
* When asked by the RP team, to intervene in schools that require added support, this may include development of primary staff and leadership.
* To research and advise on best practice in transition initiatives across Oneschool.

**General Duties*** To perform such other duties as may be requested from time to time, commensurate with the role
* Uphold and promulgate the Focus ethos within all areas of responsibility
* Contribute to, share in and promote the wider and longer term vision of OneSchool.
* To promote equality, diversity and inclusion and demonstrate this within the role, adhering to the Equal Opportunity Policy
* Comply with and support the implementation of all Oneschool policies and Staff Handbook
* To adhere to Health & Safety Policies and ensure all tasks are carried out with due regard to Health and Safety
* To work with due regard to confidentiality and the principles of Data Protection, encouraging others to do the same
* To work with Senior Leaders across the organisation to promote a safeguarding culture.

**PERSONAL Duties*** To set an example of personal integrity and professionalism, with positive, appropriate and effective communications and relationships at all levels
* Ensure high standards are maintained, progressed and promoted in all areas of work
* To undertake appropriate professional development and positively participate in the appraisal of own performance
* Communicate and co-operate effectively and positively with specialists from outside agencies where applicable
* Attendance at staff meetings as appropriate

**SAFEGUARDING** |
| Oneschool is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. The post may be subject to an enhanced DBS check with appropriate Barred List checks. **WORK LOCATION**The location of the role is variable and flexible and may change as time goes on. However, it is likely that it will be a combination of working at Exchange Place and in schools with also the opportunity to work from home.  |

**Reporting To**

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| * Reporting to the RP with the National Portfolio for Curriculum
* No direct reports
* Work in conjunction with the RP team, Head Teachers, Primary Leads, CA teams, Trustees and other internal stakeholders
* Working as required with external agencies
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**SUPPORT FOR THE ROLE**

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| The role is supported on occasion by the Executive Assistant team.Oneschool provides a range of support services in areas such as ICT, recruitment, HR, policies, resources and compliance.  |

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| **Employee Signature:** |  |
| **Line Manager Signature:** |  |
| **Date:** |  |

**ISSUED BY**

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| Focus Learning Trust Issue date: November 2017 |

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| focus_logo_x**National Key Stage 2 Curriculum and Innovation Leader *Person Specification*** |

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|  **Specification** | **Essential** | **Desirable** |
| **Experience and Knowledge** | * In depth knowledge of SDL in practice
* Experience of implementing SDL in the classroom
* Previous experience of coaching and developing staff
* Previous experience of planning and implementing curriculum
* In depth, current knowledge of curriculum and UK requirements with a focus upon KS2
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| **Education and Qualifications** | * Qualified Teacher Status
 | * To hold a research based qualification (e.g. Masters) in an appropriate subject
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| **Skills and Abilities** | * Ability to monitor and track success of SDL outcomes
* Able to effectively engage, negotiate and influence others
* Good communication skills written and verbal
* Good organisational skills
* A positive role model of professional practice and conduct of others
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| **Training** | * Willingness to undertake relevant training and identify own development needs
* Committed to ongoing CPD and Professional development
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| **Attributes and Attitudes** | * To have a track record of collaborative and consultative working style
* Flexible approach to work
* Punctual and reliable
* Ability to adapt to changes in the workplace
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| **Equality, diversity and inclusion** | * Knowledge, understanding and commitment to equality, diversity and inclusion informed by practical experience and application
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| **Safeguarding**  | * Knowledge, understanding and commitment to safeguarding and promoting the welfare of students
* Ability to form and maintain appropriate relationships and personal boundaries with students
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The post holder will be required to complete an enhanced Disclosure Barring Service (DBS) Check with appropriate barred list checks and must be eligible to work in the UK.

Focus Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

All staff are expected to be committed to the Equal Opportunities Policy.