

## **THE FERRERS SCHOOL**

Queensway  
Higham Ferrers  
Northants  
NN10 8LF  
Tel: 01933 313411



### **DEPUTY CURRICULUM LEADER – ENGLISH**

This is a fantastic opportunity for an enthusiastic, inspirational and highly motivated professional to play a key part in the leadership of one of our core subjects. The right candidate would join our English Faculty and work alongside our Curriculum Leader of English to drive standards higher in English Language and English Literature. The role is suitable for an experienced colleague or a professional in the early stages of their career; professional development and support specific to the role will be provided.

#### **LEADERSHIP AND MANAGEMENT**

- To support the Curriculum Leader with the organisation, development, monitoring and evaluation of all aspects of the curriculum area's work.
- Support the preparation of the annual curriculum area development plan in consultation with team members and the Leadership Team.
- Supporting the Curriculum Leader, the Head Teacher and Leadership Team in the development and implementation of all school policies.

#### **CURRICULUM AND ASSESSMENT**

- Ensuring that all students receive a high quality programme of English education which is appropriate to their needs, in line with the school's agreed curriculum principles, and, where appropriate, meets the requirements of the National Curriculum for the quality of teaching and learning within English.
- Ensuring that the curriculum area's work continues to be informed by national developments relating to good practice in all aspects of English education.
- Ensuring that all students' progress is assessed, recorded and reported on in line with whole school policy.
- Ensuring that students are prepared and entered for appropriate examinations at the end of Key Stage 3, GCSE and A/AS levels.
- Ensuring that appropriate work is provided for supply/cover teachers.
- Ensuring that the curriculum area makes an important contribution to aspects of whole curriculum review and development.

#### **PERSONNEL**

- Support the Curriculum Leader to encourage effective curriculum area team work through the organisation of regular meetings and the provision of advice and support.
- Support the Curriculum Leader to oversee the work of any student teachers and NQTs within the curriculum area.
- Support the Curriculum Leader to identify and provide for staff training needs in line with the curriculum area's development plan.

### **EXTRA-CURRICULAR ACTIVITIES**

- Maximising students' enthusiasm for learning through the introduction, promotion and development of extra-curricular activities which accommodate all levels of ability.
- Support the Curriculum Leader to develop strong links with parents and the local community through, for example, activities with link primary schools.

### **SITE MANAGEMENT**

- Ensuring that the curriculum area provides an attractive and stimulating learning environment by maintaining its good standard of accommodation, equipment and display.
- Ensuring that displays are varied and regularly updated or changed.
- Ensuring that staff and students respect and care for the area by promoting a caring ethos and implementing appropriate strategies for resource/area management.
- Liaising with the Site Manager to ensure that facilities and equipment are properly maintained.

### **PASTORAL RESPONSIBILITIES**

- Ensuring that a caring and well-disciplined learning and social environment is maintained within the English area.
- Being responsible for the oversight of all students involved academically in the curriculum area.
- Ensuring that the curriculum area uses the system of rewards and sanctions outlined in the school behaviour policy effectively.
- As a tutor, liaising with pastoral team leaders with regard to issues of student welfare and behaviour, and providing specific support to a designated year group.
- As a tutor, supporting and monitoring the social and academic development of the tutor group and contributing to the development of the tutorial/Learning For Life programme. This will involve delivery of the weekly tutorial/Learning For Life programme.
- Attending and assisting with the organisation of appropriate parents' evenings, open evenings and transition evenings.

### **OTHER RESPONSIBILITIES**

- Attending meetings as directed.
- Carrying out any other duties reasonably required by the Headteacher

**Please note that The Ferrers School operates a No Smoking Policy.**

Claire McLauchlan  
Curriculum Leader for English  
February 2018