**Strategic Direction/Development of the Subject**

Develop and implement subject policies, plans, targets and practices within the context of the school’s aims and policies.

**Key Tasks**

* Develop and implement policies and practices for the subject which reflect the school’s commitment to high achievement and effective teaching and learning
* Create a climate which enables other staff to develop and maintain positive attitudes towards the subject and confidence in teaching
* Establish a clear, shared understanding of the importance and role of the subject in contributing to students’ spiritual, moral, social and cultural development and in students’ preparation for adulthood
* Use data effectively to identify students who are underachieving in the subject and, where necessary, create and implement effective plans of action to support those students
* Establish, with the involvement of relevant staff, short, medium and long term plans for the development and resourcing of the subject
* Monitor the progress made in achieving subject plans and targets, evaluate the effects on teaching and learning, and use this analysis to guide further improvement

**Teaching and Learning**

Secure and sustain effective teaching of the subject, evaluate the quality of teaching and standards of students’ achievements and set targets for improvement.

**Key Tasks**

* Ensure curriculum coverage, continuity and progression in the subject for all students
* Ensure that teachers are clear about the teaching objectives in lessons, understand the sequence of teaching and learning in the subject, and communicate such information to students
* Ensure effective development of students’ literacy, numeracy and information technology skills through the subject
* Establish and implement clear policies and practices for assessing, recording and reporting on pupil achievement, and for using this information to recognise achievement and to assist students in setting targets for further improvement
* Ensure that information about students’ achievements in previous classes and schools is used effectively to secure good progress in the subject
* Set expectations and targets for staff and students in relation to standards of pupil achievement and the quality of teaching; establish clear targets for pupil achievement, and evaluate progress and achievement in the subject by all students

**Leading and Managing Staff**

Provide for all those with involvement in the teaching or support of the subject, the support, challenge, information and development necessary to sustain motivation and secure improvement in teaching.

**Key Tasks**

* Establish clear expectations and constructive working relationships among staff involved with the subject, including through team working and mutual support; devolving responsibilities and delegating tasks, as appropriate; evaluating practice; and developing an acceptance of accountability
* Sustain their own motivation and, where possible, that of other staff involved in the subject;
* Lead professional development of subject staff through example and support, and co-ordinate the provision of high quality professional development
* Enable teachers to achieve expertise in their subject teaching
* Work with the SENCO and any other staff with SEN expertise, to ensure that IEPs are used to set subject-specific targets and match work to students’ needs
* Ensure that the Headteacher, senior managers and governors are well informed about subject policies, plans and priorities, the success in meeting objectives and targets, and subject-related professional development plans

**Efficient Deployment of Staff and Resources**

Identify appropriate resources for the subject and ensure that they are used efficiently, effectively and safely.

**Key Tasks**

* Establish staff and resource needs for the subject and advise the Headteacher and senior managers of likely priorities for expenditure, and allocate available subject resources effectively
* Deploy, or advise the Headteacher on the deployment of staff involved in the subject to ensure the best use of subject, technical and other expertise
* Ensure the effective, efficient management and organisation of learning resources, including information and communications technology
* Maintain existing resources and explore opportunities to develop or incorporate new resources from a wide range of sources inside and outside the school;
* Use accommodation to create an effective and stimulating environment for the teaching and learning of the subject
* Ensure that there is a safe working and learning environment in which risks are properly assessed