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| http://www.wainscott.medway.sch.uk/ws_theme_images/logo1.png | Post: **Lower KS2 Phase Lead**Pay: **MPS +TLR 2 (IRO £6,500)** Reporting to: Headteacher Line management of: **Year 3 & 4 staff**Job role: **To lead the Year 3&4 Phase team** |

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| **Key aspects of this role:** * Class teacher with dedicated release time.
* Lead the staff within lower Key stage two to develop innovative, creative and high quality practice & provision that will enable quality teaching leading to excellent learning outcomes and success for all pupils.
* Raise expectations through modelling best practice, including assessment & record keeping.

• Liaise effectively with colleagues to ensure consistency of approach in teaching & learning across the school. |

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| **Strategic overview:** * Work alongside HT & SLT colleagues (incl Upper KS2 Lead) to develop a clear ethos, approach and strategic direction for Key Stage Two.
* Contribute and lead on specific areas of our School improvement Plan.
* Implement and develop key initiatives across the school as required.
* Analyse and interpret relevant school, local and national information relating to years 3 & 4 pupils and advise the Head teacher on the level of resources required and practice to maximise achievement.
* Develop partnerships with a range of setting to identify, share and develop best practice.
* Develop effective communication and relationships with parents/carers.
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| **Teaching & learning:*** Provide an excellent role model for staff and pupils, through classroom practice that sets a standard of expectation for colleagues.
* Lead staff in planning, teaching, feedback and evaluation of practice to raise standards.
* Provide guidance to colleagues in feedback and assessment for learning and expected standards.
* Work with colleagues to promote best and innovative practice to develop and enrich the provision and raise standards and expectations.
* To support colleagues in creating a stimulating learning environment.
* To lead CPD.
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| **Leading & managing a team:*** To lead and manage phase staff.
* Manage weekly phase meetings, feeding back from SLT, achieving constructive working relationships and a positive team ethos and culture.
* Provide regular information to SLT and Governors on the effectiveness of Lower KS2 provision, progress, outcomes and priorities.
* Performance manage years 3 & 4 staff, participating in the school’s appraisal and professional programmes scheme, ensuring that objectives are set and met within agreed time-scales.
* Advise and contribute to training to ensure the professional development of staff.
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| **Quality Assurance:*** Ensure that planning, assessment, target setting, recording and reporting systems for years 3 & 4 are implemented and updated in line with school expectations.
* Provide feedback to teachers and disseminate examples of high quality planning, teaching, assessment & feedback.
* Monitoring standards within the phase through range of activities and analysing data from school tracking systems to identify any required support including working with senior colleagues to set targets for continuous improvement.
* Take part in moderation of lower KS2 outcomes.
* Safeguard the health & safety of self, staff, pupils in accordance with the school’s Health & Safety Policy.
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| **Community*** Play a full part in the life of the school community.
* Work with parents and families who have children within years 3 & 4 offering support and guidance.
* Liaise with other schools, our Inclusion Lead and outside agencies as required to improve pupil outcomes.
* Encourage parents to participate in the life of the school in a variety of ways.
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| **Additional aspects:*** Demonstrate resilience, resourcefulness, initiative and rigour.
* Be willing to undertake training for the National Professional Qualification for Senior Leadership or the like.
* Think creatively and imaginatively to anticipate and solve problems and identify opportunities.
* Undertake any professional duties commensurate with the grade of the post, reasonably delegated by the Head teacher.
* Attend and participate in relevant training, sharing the knowledge and ideas gained with colleagues.
* Reflect on own practice and keep up to date with new initiatives and aware of developing trends and practice within primary and especially Key Stage 2.
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