

Role Description

Lead Teacher



Pay Range	MPR/UPR + TLR
Direct Supervision from	
Responsible to	Director of Mathematics
Responsible for	Teaching Staff and Associate Professionals

Core Purpose of Post:

- Be a role model of highly effective teaching, learning and assessment and promote professional standards and expectations to young people, staff and broader community
- Engage and inspire young people and professionals to develop a love of learning through strong specialist knowledge and broader experiences
- Develop ambitious, confident, resilient young people and adults.
- Equip all our young people to acknowledge and celebrate their skills, qualities and achievements, securing positive progression routes in a global market.
- Share and support the Trust's responsibility to provide and monitor opportunities for the personal and academic growth of students.
- Lead the provision and improvement planning and implementation, monitoring, and evaluation of: Assessment, Curriculum, Pedagogy within the Key Stage/Phase/Theme of learning
- Deputise as necessary for the Subject/Area Leader

Strategic Responsibilities:

- Raise standards through the MLT's highly effective systems and processes of departmental quality assurance, self-evaluation and improvement procedures
- Secure the Key Stage/Phase/Area of Learning within the context of an inspirational and progressive curriculum offer and robust assessment which ensures progression and meets the needs of all learners across the key stages
- Assess student performance, actively monitor, track and implement appropriate interventions (including of specific groups) to secure outstanding progress for all students and that no student is left behind.
- Keep abreast of national developments, new methodological approaches and changes to specifications and respond to them.
- Ensure through in-service training (INSET), networking, wide-reading and discussion with relevant colleagues, an up-to-date knowledge, including an understanding of the latest developments with the Ofsted framework.
- Liaise with the Examinations Office and relevant exam boards and support networks, to maintain relevant accreditation.
- Apply the MLT's data and assessment, to adapt teaching, to promote progress (in subjects/ classes/ phases/ key stages responsible for)
- Secure consistently highly effective first wave teaching and learning across each key stage/phase/theme in every classroom, every day
- Ensure Academy leaders have appropriate strategic overview and evaluative evidence of performance in the Key Stage/Phase/Theme of Learning

Leading and Managing Staff

- Contribute to the day to day line management of other professionals, secure the

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safeguarding of young people and ensure the curriculum area/phase fully reflects the Trust's distinctive vision and ethos

- Lead and model for colleagues working as members of a designated team and contribute positively to effective working practices.
- Participate in and facilitate the engagement of the department/phase in relevant Professional Learning and Development (PLD) opportunities to secure highly effective teaching and learning
- Contribute to and lead on Professional Learning and Development of other professionals
- Actively seek opportunities for networking with other centres/Key stages/Phases and PLD opportunities to enhance department provision.
- Provide the professional support and challenge when ensuring the performance of others
- Engage actively in the Appraisal Review Process
- Collaborate effectively, sustaining partnerships with parents and the community.

Policies and Practice

- Promote the Trust's positive identity, 'Can Do' ethos and commitment to developing employability skills
- Contribute to the management of departmental capital to ensure the curriculum/phase/theme of learning provides value for money yet delivers excellent outcomes
- Maintain discipline in accordance with Academy procedures and encourage good punctuality, attendance, behaviour, standards of work and homework/prep learning
- Recognise, reward and celebrate success of students and staff
- Implement statutory national guidelines, Trust and specific Academy policies and procedures which:
 - promote and safeguard the welfare of young people (as in 'Keeping Children Safe in Education' and Child Protection policy)
 - ensure Health and Safety practices, including Risk Assessments are in line with national and Trust requirements
 - promote working practice (MLT Code of Conduct)
- Meet the Teachers' Standards (Part 1 & 2) at a level appropriate to stage of career.
- Be highly competent in all elements of the Teachers' Standards. (Upper Pay Range teachers.)
- Sustain substantial achievement and contribution to the department and more broadly. (Upper Pay Range teachers.)

Responsibility as a Form Tutor

- Actively tutor and champion a group of young people, securing open communication between home and school
- Regularly monitor student attendance, progress and performance in relation to targets set for individuals and ensure that follow up procedures are adhered to and implemented as necessary.
- Seek opportunities for collaborative learning within the group, committing fully to the House identity.
- Contribute to PSHE, SMSC development and model British Values according to Trust/ Academy policy.
- Ensure the Behaviour Management and rewards systems are implemented so that effective learning can take place.

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This Role Description is to be performed in accordance with the provisions of the School Teachers' Pay and Conditions Document and pursuit of the 'National Standards of Excellence for Headteachers' (2015) underpins this role.

The aim of the Role Description is to indicate the general purpose and level of responsibility of the post. Duties may vary from time to time without changing the character of the post or general level of responsibility. This is an outline Role Description only and the post holder will be expected to undertake duties commensurate within the range and grade of the post or any lesser duties as directed by the Principal.

Maltby Learning Trust is committed to safeguarding the welfare of children and expect all staff to share this commitment. An Enhanced DBS Disclosure is required for all staff.