



Job Description: Leader of Learning TLR 2B

Status of the Post

This is a senior post with the school staff structure and the post holder is a member of the School Extended Leadership Team (ELT). The post holder is accountable to the Head of School and Executive Headteacher.

Main Purpose of the post

In addition to those professional responsibilities which are common to all classroom teachers in the school, the post holder's key accountability will be for raising the standards of teaching, learning, attainment and achievement for all pupils across the curriculum. The principle mechanism for discharging these duties will be through:

- Actively support the aims and ethos of the school as a member of the ELT.
- Oversee aspects of school organisation and management.
- Be a positive role model for staff, pupils and members of the school community.
- Leading and managing teaching and learning.
- Leading and managing a portfolio of the curriculum.
- Leading and managing staff (mentoring and inducting new staff).

Professional Responsibilities

The postholder will be required to exercise his/her professional skills and organisational expertise and judgement to carry out, in a collaborative manner, the professional duties set out below:-

Making an impact on the educational progress of pupils beyond those directly assigned

Working with other relevant teachers in the school:

- Lead evaluation strategies to contribute to overall school self-evaluation;
- Contribute to relevant School Evaluation and Improvement Plan (SEIP);
- Plan and implement strategies where improvement needs are identified;
- Identify appropriate attainment and / or achievement targets;
- Ensure that relevant attainment / achievement targets are met;
- Monitor pupil standards and achievement against annual targets;
- Monitor planning, curriculum coverage and learning outcomes;
- Monitor standards of pupils' behaviour and application;
- Contribute to Pupils Progress Meetings, providing appropriate follow up support and intervention;
- Ensure that pupils experience and educational programme that is personalised to the particular needs identified through a robust assessment system;
- Challenge underperforming areas of teaching and learning and take appropriate action;
- Liaise with external support agencies, learning networks and advisors;
- Attend parent evenings and give specialist advice to parents in designated subject/ aspect areas;
- Liaise with the other school improvement team to ensure curriculum continuity and progression.



Focus on learning and teaching

Exercise of professional skills and judgement

Accountability for leading, managing and developing a subject or curriculum area or pupil development across the curriculum

Working with other relevant teachers in the school:

- Identify school improvement issues;
- Define and agree appropriate improvement targets for school improvement plan;
- Establish CPD needs and opportunities;
- Evaluate the impact of all improvement activities on the quality of teaching and learning;
- Establish, introduce and update policies for the subject or aspect;
- Recommend scheme of work appropriate to subject or aspect;
- Arrange and promote appropriate subject / aspect activities within the school to enrich the area;
- Provide the Executive Headteacher, School Governors and OFSTED inspectors with relevant subject, curriculum area and pupil performance information.

Leading, developing and enhancing the teaching practice of others

Working with other relevant teachers in the school:

- Maintain personal expertise and share this with other teachers;
- Monitor the quality of teaching and learning, sharing judgements with teachers and support staff as appropriate;
- Plan and implement strategies to improve teaching where needs are identified; monitor teachers planning and provide feedback to ensure it meets agreed criteria;
- Act as a role model of good classroom practice for other teachers, modelling effective strategies with them;
- Monitor teacher's classroom organisation and provide feedback to ensure it meets agreed criteria;
- The post holder will be responsible for the induction of new staff and will ensure appropriate provision and oversight of the activities of parents and others working in a voluntary capacity.

Management responsibility

- To lead and manage a core subject and/or to lead and manage a portfolio of foundation subjects inline with the School improvement priorities;
- To manage a learning and resources budget, maintain an accurate, yearly updates inventory of all resources and replacing and or updating missing resources;
- To manage subject budget and expenditure in line with 'Value for Money' guidelines;
- To maintain high standards of classroom organisation;
- To meet deadlines and hold others accountable to deadlines.



Other School Evaluation and Improvement Plan Responsibilities

- To play a key role in school review and self-evaluation and identify target areas for the SEIP
- The post holder will be directly accountable to the Head of School, Executive Headteacher and Local Academy Committee and will be required to keep a full and accurate supportive evidence file which is a statutory requirement for completion of the SEIP

Other duties and responsibilities

Other duties that the Head of School or Executive Headteacher may from time to time ask the post holder to perform.

The LDBS Academy Trust is committed to safeguarding and promoting the welfare of children and young people and requires all staff, governors and volunteers to share this commitment. All post holders must adhere to the school's Safeguarding and Child Protection Policy.