



Job Description: Lead Practitioner in English

Reporting to: Leader of English and ALT Link for English

Responsible for: Carrying out the functions of a highly effective teacher, in line with Academy policies and practices; contributing to achieving outstanding outcomes for students in English through effective curriculum leadership.

Liaising with: Principal, Vice Principal, Assistant Principal for Curriculum and Standards and the Assistant Principal for Teaching and Learning, relevant non-teaching support staff, external agencies and parents

Working Time: 190 days per year. Full time

Salary/Grade: LP Scale 3-6

Disclosure level: Enhanced

Purpose:

- To ensure provision of excellence in English for students, in accordance with the aims of the Academy and the curricular policies determined by the Governing Body and Principal of the Academy;
- To develop and enhance the teaching practice of others;
- To secure excellent outcomes for students.
- To assist the Leader of English and Whole School Literacy in the effective management of staff, resources and the curriculum.

MAIN (CORE) DUTIES

Operational/Strategic Planning

- Model consistently high-quality teaching and be able to demonstrate excellent practice to others;
- Produce high-quality teaching materials that support excellent practice;
- Contribute to the delivery of CPD to improve teachers' practice;

- Support with teachers' professional development; providing feedback and supporting the implementation of strategies to improve practice;
- Provide mentoring/coaching to individual teachers' in need of support to improve their practice;
- Identify individuals or groups of students that need targeted support in reading, and develop and implement strategies to improve;
- Promote strategies which support adaptive teaching, inclusion and positive behaviour;
- To provide leadership in the development of appropriate strategies, resources, training and monitoring around whole school literacy;
- To assist in monitoring and following up student progress and to take a lead in developing the reading intervention programmes;
- To ensure the effective implementation of Academy policies and procedures within the English Team;
- To work with colleagues to formulate aims and objectives for the Faculty; Improvement Plan which have coherence and relevance to the needs of students and to the aims and objectives of the Academy;
- To provide leadership capacity in the planning, delivery and evaluation of the English curriculum.

Curriculum Provision:

- Support the Leader of English to plan and resource an ambitious English curriculum which is well sequenced and enables all students to know and remember more over time;
- Produce high-quality teaching materials that support excellent pedagogy and practice;
- Contribute to the delivery of CPD to improve teachers' practice and provide an equitable experience for all students;
- Support with teachers' professional development; providing feedback and supporting the implementation of strategies to improve practice;

Curriculum Development:

- To support cross curricular provision around literacy;
- To support the implementation of agreed approaches to reading, writing and spoken language across school;
- To keep up to date with national developments in English pedagogy and practice;
- To actively monitor and respond to curriculum development and initiatives at national, regional and local levels.

Staff Development: Recruitment/ Deployment of Staff

- To work with other Middle Leaders and members of the Leadership Team to ensure that staff development needs are identified and that appropriate programmes are designed to meet such needs;

- To act as an appraisal reviewer for staff if required;
- To promote teamwork and to motivate staff to ensure effective working relations;
- To participate in mentoring in particular, but not exclusively, early career teachers.

Quality Assurance:

- To assist the Leader of English in the effective operation of quality assurance;
- To help to establish common standards of practice and develop the effectiveness of teaching and learning;
- To be adaptive to change in order to seek improvements in student outcomes.

Management Information:

- To ensure the maintenance of accurate and up-to-date information concerning literacy and reading on school information systems;
- To assist in the use of analysis and evaluation of performance data including analysis and evaluation in SISRA.

Communications:

- To help ensure that all members of staff are familiar with the school's aims and objectives around literacy;
- To ensure effective communication as appropriate, with the parents/carers of students;
- To liaise with relevant external bodies.

Marketing and Liaison:

- To contribute to the school's marketing activities, e.g. the collection of material for press releases and newsletters;
- To contribute to the development of effective subject links with partner schools and the community, attendance where necessary at liaison events in partner schools and the effective promotion of subjects at Open Evening and other events in partner schools and the wider community;
- To actively promote the development of effective subject links with external agencies to inspire our students.

Management of Resources:

- To assist the Leader of English to identify resource needs and to contribute to the efficient and effective use of physical resources;

Pastoral Care:

- To monitor and support the overall progress and development of students;

- To help to monitor student attendance alongside students' progress and performance, ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary;
- To act as an Achievement Tutor if required and carry out the duties associated with the role as outlined in the generic job description;
- To contribute to the RESPECT curriculum according to the Academy policy;
- To assist in the implementation of the Behaviour Management system so that effective learning can take place.

Teaching:

- To undertake an appropriate programme of teaching.

Additional Duties:

- To play a full part in the life of the Academy community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.

Other Specific Duties:

- To support the Academy in meeting its legal requirements for worship;
- To promote actively the Academy's corporate policies;
- To continue personal development as agreed;
- To actively engage in the staff review and development process;
- To undertake any other duty as specified by STPCB not mentioned in the above.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors.

The Academy will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date shown, but, in consultation with you, may be changed by the Principal to reflect or anticipate changes in the job commensurate with the grade and job title.