

Pupil Premium Lead Teacher

Job Description

The following generic responsibilities are consistent for all Subject Leads. The Teachers' Terms and Conditions of employment cover all posts.

Main Pay/Upper Pay Scale plus TLR

Accountable to: Director
 SLT
 Head Teacher

Reference to students denotes students in receipt of the Pupil Premium Grant

Reference to DAP / NDAP denotes government terminology when referring to closing the gap

Strategic Responsibilities/Purpose

- To lead pupil premium and make pupil premium high profile across the school leading to higher performance and outcome for all students. This includes closing the gap between DAP and NDAP in line with national data.
- Be accountable for leading and managing initiatives at all key stages for students identified as pupil premium
- Design, implement, monitor and evaluate the whole school programme to raise the profile and attainment of students
- To raise standards of student attainment and achievement for all students identified as pupil premium and to monitor and support student progress
- To ensure an appropriately rich and extensive, relevant and differentiated curriculum provision for students in accordance with the Christian ethos and policies of the school
- To implement clear policies and practices, in line with school policy, for tracking achievement, and for using this information to recognise achievement and to assist students in setting targets for further improvement.
- To develop and enhance the teaching practice of others to ensure pupil premium students make good progress
- To effectively manage available resources to enhance learning opportunities that support good outcomes
- To support, educate and liaise with parents/carers to create and promote positive working relationships and to raise aspirations
- To develop and keep up-to-date case studies for Pupil Premium students
- To promote and provide support for students to access and engage in the curriculum provision, enrichment and support for personal development across the school
- To provide the school with information about barriers to learning for students and strategies to address these

Strategic Direction

- To co-ordinate the tracking and monitoring of outcomes for students and disseminating information across the school in order to improve outcomes for students
- Be responsible for the implementation and monitoring of high quality provision for PPG students
- To identify students' barriers to learning in order to design, lead and deliver appropriate intervention strategies
- To co-ordinate, lead and deliver academic and pastoral intervention with students in collaboration with other key members of staff
- To identify and analyse current patterns of vulnerability of students and make these groups high profile across the school
- To develop pupil premium policies and procedures, in line with school policy, that will ensure high achievement and effective teaching and learning
- To work alongside the Deputy Head Teacher: Inclusion and Curriculum to formulate aims, objectives and strategic improvement plans (short and long term) for the school which have coherence and relevance to the needs of pupil premium students and to the aims, objectives and strategic plans of the School
- To analyse and use data on pupil premium performance to inform policy and practice, target setting, identify underachieving students, implement targeted intervention and monitor the effectiveness of these strategies across subject areas
- To produce termly reports for Governors and an annual pupil premium report that outlines strengths, areas for improvement, external examination performance analysis and targets for improvement
- To ensure the effective implementation of a detailed monitoring system that measures impact across the school that tracks progress and produces reports that celebrate good practice, informs future practice and improvement
- To contribute to monitoring of teaching and learning quality for students
- To represent students in all matters concerning the curriculum, target setting, tracking and championing students in all strategic meetings including with governors
- To evaluate the impact of intervention strategies; for example, through student voice, data analysis, teacher feedback and parent/carer feedback. To report these findings to SLT with proposals for further action.

Teaching, Learning and Assessment

- To ensure a high quality learning experience for all students
- To provide guidance, to staff in their subject specialism of the teaching and learning pedagogy and intervention strategies that meet the needs of students
- To provide support for members of teaching staff and support staff to provide and develop teaching and learning to ensure students make excellent progress
- To work with the DHT: Teaching & Learning to ensure that staff development needs are identified and that appropriate programmes are designed to meet the needs of students
- Ensure staff are regularly kept up to date in the knowledge and skills that impact on outcomes associated with pupil premium initiatives
- Ensure an appropriate programme of enrichment is accessed by students
- To monitor and track the quality of provision for students through learning walks and report to the Deputy Head regarding outcomes

Leading and Managing Staff

- To develop effective links with the local community, including primary feeder schools, to extend the opportunities available for pupil premium students and to liaise with the CEIAG Lead and other agencies to optimise and promote opportunities for students.
- Establish clear expectations and constructive working relationships among staff involved with students identified as pupil premium through team working and providing leadership
- Be responsible for the day-to-day management of pupil premium resources to ensure positive outcomes
- To work with the SENCO and Inclusion team, to ensure that work is matched to individual students' needs

Pastoral

- Monitor students attendance together with their progress and performance in relation to targets set for each individual; ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary
- Improve the attendance of students to close the gap between DAP and NDAP
- To work with and support the work of Year Leads to support the personal development of students regarding strategies and intervention that have a positive impact on personal development and well being
- To work with Year Leads to track students behaviour and personal well-being to ensure that provision has a positive impact on outcomes
- To track PPG engagement in school provision including extra-curricular activities and use this to inform provision planning