



Woodlands Primary School TLR- Leader English [including Reading]

- To lead, manage, raise and sustain standards in English throughout the school ensuring a high standard of provision for all.
- To exercise professional skills and judgement.
- To impact the educational progress of all pupils in the school.
- To inspire, enthuse and enhance the classroom practice of teaching staff and teaching assistants.

Strategic development

- Take responsibility for the development and implementation of the whole school policy for English .
- Use national, local and school management data to monitor standards of achievement across the school in English
- Monitor the progress made towards achieving targets and use this information to identify, plan and implement areas for future developments.
- Collaborate with staff on short, medium and long term planning to develop English in relation to:
 - Resources
 - Continuous professional development of staff
 - Aims of the school, including its policies and practices
 - Challenging targets for improvement
- Manage strategic development across identified areas of the curriculum.

Teaching and learning

BE a professional role model, clearly and consistently demonstrating quality first teaching.

- Plan and monitor coverage, continuity and progression in English throughout the school.
- Ensure that teachers are clear about learning objectives, understand the sequence of teaching and learning in all subjects and communicate this to children.
- Support and guide colleagues to select the most appropriate teaching and learning methods and resources to meet the needs of the full range of pupils.
- Establish and implement clear policies and practices for assessing, recording and reporting on pupil achievement in line with school policy.
- Evaluate the teaching and learning of English in the school through monitoring activities including:
 - Lesson observations
 - Work and planning scrutiny
 - Pupil discussions
 - Analysis of results and assessment data
 - Attending planning meetings
 - Leading staff training
 - Informal discussions
 - Use this analysis to identify effective practice and areas for improvement and, in conjunction with the leadership team, take action to further improve the quality of teaching and learning across the school
- Manage teaching and learning across identified areas of the curriculum
- Liaise with SENDCO to help narrow the gap of vulnerable group learning
- Provide written reports and verbal presentations to the Headteacher, Senior Team and Governing Body

Leading and Managing Staff

- Lead professional development of teaching staff and teaching assistants through example, support and liaison with the leadership team.
- Ensure trainee, newly qualified and staff new to the school receive appropriate support for teaching and learning in their specific subject area.

Effective and efficient deployment of staff and resources

- Establish resource and staff requirements for English and inform the Head teacher of costs and priorities.
- Distribute resources to meet the objectives of the school.
- Ensure the effective and efficient management of learning resources for English – including the school library.
- Ensure a stimulating but safe learning environment in which risks are regularly assessed.

Other professional requirements

- Establish and maintain effective working relationships with professional colleagues and other subject leaders to develop cross curricular links and creative approaches to learning.
- Establish effective relationships with parents and inform them of developments and practices relating to the teaching and learning of English.
- Participate in meetings with professional colleagues and parents in respect of the duties and responsibilities of the post.
- Be aware of the need to take responsibility for your own professional development.
- Play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and pupils to follow this example.
- Undertake any other duty as specified by Head teacher not mentioned in the above.

Subject Specific activities

These are to be agreed annually with the Head Teacher in relation to the Learning Improvement Plan

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

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