

## KS2 Teacher & English Leader

### Job Description

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#### Position profile

School	Foley Park Primary Academy
Post title:	KS2 Class Teacher & English Leader
Responsible to:	Headteacher
Remuneration:	TMS / UPS & TLR (2a)
Commencement date:	1 <sup>st</sup> September 2024

#### General professional duties and responsibilities

The postholder is required to carry out under the reasonable direction of the Headteacher the professional duties of a teacher which are set out in the relevant paragraphs of the School Teachers' Pay and Conditions Document and any subsequent amendments.

The postholder must at all times carry out her/his responsibilities with due regard to the Trust's policies including the Equal Opportunities Policy.

#### Particular responsibilities (that do not include or imply any voluntary activities)

Main Duties and Responsibilities – to be agreed with by the academy

- 1) Professional Teaching Duties: Fulfil all responsibilities of a professional teacher as outlined in the School Teacher's Pay and Conditions Document
  - Teach all primary curriculum subjects to a high standard
  - Serve as a positive example to colleagues, catering to the diverse needs of all pupils in the class, including those with Special Educational Needs and Disabilities (SEND) and those with EAL
- 2) English Curriculum Development and Delivery:
  - Develop, deliver, and promote the English curriculum across all year groups
  - Model excellent teaching in English across all year groups

3) Policy Implementation:

- Ensure consistent implementation of all school policies, including the existing English policy

4) Continuing Professional Development (CPD):

- Lead CPD sessions for the entire teaching staff, focusing on priorities in English
- Monitor the impact of CPD initiatives and address inconsistencies eg through additional support

5) Parent Engagement:

- Inform parents/carers about curriculum updates and provide guidance on how they can support English learning at home

6) Teaching and Assessment:

- Oversee the English and Guided Reading planning across all year groups, addressing issues promptly
- Assess, record, and report on pupil progress in English to school governors and leaders

7) Stay Current with Educational Developments:

- Keep abreast of new developments in education, particularly related to English teaching
- Attend English Network meetings and take appropriate steps to develop the subject based on these

8) Collaboration and Communication:

- Liaise with other teachers and leaders about new initiatives
- Work positively with the Phonics and Early Reading Lead

9) Budget Management:

- Take responsibility for managing the English budget effectively

10) Whole School Impact:

- Organise whole-school initiatives related to English and evaluate their impact

11) Professional Relationships:

- Establish and maintain positive professional relationships with colleagues, governors, parents/carers, and pupils

12) Child Welfare and Safeguarding:

- Share responsibility, along with all staff, for promoting and safeguarding the welfare of children

## Specific Responsibilities linked to TLR

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### Accountability for leading, managing and developing English across school

- In line with the monitoring cycle – Identify and review key issues/development areas/good practice to share
- Liaise with SLT define and agree appropriate improvement targets and contribute to the school development plan
- Work alongside teachers to improve practice and identify CPD needs and opportunities
- Evaluate the impact of all improvement activities on the quality of teaching and learning

### Impact on progress and outcomes

- Liaise with teachers to use data to identify target groups
- Monitor pupil standards/groups and achievement against targets and national data
- Monitor planning, curriculum coverage and learning outcomes
- Monitor standards of application and where appropriate, participate in Standards meetings
- Support teachers to plan and implement strategies where improvement needs are identified

### Leading, developing and enhancing the teaching practice of others

- Maintain personal expertise and share this with other teachers
- Act as a role model of good classroom practice for other teachers, modelling effective strategies with them
- Monitor and evaluate standards of teaching, identifying areas for improvement
- Plan and implement strategies to improve teaching where needs are identified

Perform duties in accordance with any directions provided by the VAT or the Headteacher

1. This job description is not necessarily a comprehensive definition of the post.
2. The particular duties and responsibilities listed above may be subject to reasonable change from time to time following consultation between the Headteacher with the postholder.

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## Person Specification

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	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	Qualified Teacher Status (QTS)	Evidence of continuous professional learning and development.  Evidence of an NPQ qualification – or willingness to undertake
<b>Experience</b>	The Class Teacher should have experience of teaching in the key stage relevant to the post applied.  Taught for at least 3 years or more  Evidence of leading a subject in school	In addition, the Class Teacher might have experience of:  teaching across the whole Primary age range;  working in partnership with parents, families and the community.  Experience of leading English in school
<b>Knowledge and understanding</b>	The Class Teacher should have knowledge and understanding of:  the theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies);  statutory National Curriculum requirements at the appropriate key stage;  the monitoring, assessment, recording and reporting of pupils' progress;  the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEND and Child Protection;	In addition, the Class Teacher might also have knowledge and understanding of:  the preparation and administration of statutory National Curriculum tests;  the links between schools, especially in a multi-academy trust;

	<p>the positive links necessary within school and with all its stakeholders;</p> <p>effective teaching and learning styles.</p>	
<b>Skills</b>	<p>The Class Teacher will be able to:</p> <p>promote the trust's vision and values positively;</p> <p>develop good personal relationships within a team;</p> <p>establish and develop close relationships with parents, governors and the community;</p> <p>communicate effectively (both orally and in writing) to a variety of audiences;</p> <p>create a happy, challenging and effective learning environment.</p>	<p>In addition, the Class Teacher might also be able to:</p> <p>develop strategies for creating community links;</p> <p>undertake action research;</p> <p>use digital technology to enrich learning</p>
<b>Personal characteristics</b>	<p>Values-led</p> <p>Approachable</p> <p>Committed</p> <p>Enthusiastic</p> <p>Organised</p> <p>Patient</p> <p>Resourceful</p> <p>Kind</p>	