

JOB DESCRIPTION

Post title:	Lead Practitioner of English
Academy:	Excelsior Academy
Reporting to:	Principal
Salary/Pay range:	L1 – L5
Hours of work:	Full time

Purpose of the post

The core purpose of the Lead Practitioner of English role will be to support in improving the quality of teaching and learning in the English Faculty. The post holder will also support with the development of teaching and learning across the school and in our feeder primary schools.

Specific Responsibilities

In addition to the requirements of a class teacher;

In order to promote and achieve the school vision and purpose, the Lead Practitioner of English should:

- Maintain expert knowledge of teaching and learning and disseminate this to other teachers.
- Maintain knowledge and understanding of the school's aims, priorities, targets, self-evaluation and action plans.
- Understand and promote the benefits and effective use of ICT.
- Understand and promote links between the subject and the wider curriculum.
- Assist in planning the induction year for all NQT staff. In accordance with the school policy document, the DFE regulations and the LA programme, arrange regular meetings with NQTs and undertake classroom observation as appropriate.
- When necessary, work with the LA Advisory service to support NQTs across the school.

The Lead Practitioner of English will support staff teaching in the school to consistently and effectively plan lessons and sequences of lessons, to meet students' individual learning needs by:

- Disseminating examples of effective planning practice within the school.
- Taking steps to ensure that teachers are aware of the needs of inclusion of all pupils and groups and make provision for this in their planning.
- Taking steps to ensure that feedback from lesson observation, work scrutiny and analysis of assessment data is appropriately reflected in teachers' planning.
- Establishing strategic planning, including short, medium and long term plans for the development and resourcing of the subject.

The Lead Practitioner of English will support staff teaching in the school to consistently and effectively use a range of appropriate strategies for teaching and classroom management by:

- Taking steps to ensure teachers are clear about the teaching of objectives in lessons, understand the sequence of teaching and learning in the subject area and communicate this to students.
- Observing colleagues' teaching (through subject monitoring) and provide evaluative feedback on the effectiveness of their teaching strategies to bring about further improvement.
- Identifying and promoting innovative and effective strategies within the school to meet the needs of all students.

The Lead Practitioner of English will support staff teaching in the school to consistently and effectively use information about prior attainment to set well-grounded expectations for students and monitor progress to give clear and constructive feedback by:

- Evaluating and interpreting relevant national, local and school data, research and inspection evidence to inform policies, expectation and teaching methods.
- Monitoring and evaluating assessment data to identify trends in student performance and issues for development.
- Defining intervention strategies to address issues for development that are identified.
- Evaluating and reporting on the effectiveness of intervention strategies used to address identified issues.
- Using assessment data to make comparative evaluation of students' performance in the subject area.

The Lead Practitioner of English will support staff teaching in the school such that, as a result of their teaching, their students achieve well in relation to prior attainment, making progress as good as or better than similar students nationally by:

- Identifying quantifiable and challenging student progress objectives with teachers for appraisal/performance management purposes.
- Supporting teachers in planning appropriate strategies to achieve student progress target levels and objectives .
- Taking steps to ensure that agreed student progress target levels within the school are achieved or exceeded.
- Encouraging students' motivation and enthusiasm in the school, developing positive responses to challenge and high expectations.
- Monitor the objectives and targets for students with SEN in English and promote the importance of raising their achievement.

The Lead Practitioner of English will take responsibility for their own professional development and use the outcomes to improve their teaching and students learning by:

- Maintaining 'leading edge' knowledge through reading, CPD and research to inform their own practice, demonstrating impact in teaching and on students' learning.
- Assimilating and implementing new curriculum guidance to lead the process of change within the school.
- Prioritising and managing their own time effectively, balancing the demands made by teaching, subject management and involvement in school development.
- Achieving their own challenging professional objectives.

The Lead Practitioner of English will contribute to the policies and aspirations of the school, co-ordinating strategies to achieve relevant school improvement priorities that have been identified in the school by:

- Evaluating and reporting the effectiveness of practice in the school annually, suggesting areas and issues for further improvement.

- Leading and delivering professional development / CPD activities.
- Building effective links with local business and industry, in order to develop the school.
- Building effective links with universities in order to develop the school.

The Lead Practitioner of English will be an effective professional who will challenge and support all teachers to reach their potential by:

- Creating a climate that enables staff to develop, challenge and support each other, resulting in positive growth.
- Mentoring and coaching staff to develop confidence and maintain positive attitudes.
- Communicating effectively with professional integrity within and beyond the school community.
- Taking action to build and maintain effective teamwork with high expectations of outcomes.

Other requirements

- Adhere to all college policies and procedures relating to the role.
- Be an enterprising, hard-working and professional colleague.
- Be adaptable to changing circumstances and ideas.
- Seek advice and support as appropriate.
- Be able to relate to students, parents and colleagues using tact and discretion.
- Undertake any other duties which may from time to time be reasonably determined.

Pastoral

- Monitor student attendance together with students' 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.
- Contribute to PSHE/SMSC, Citizenship and Enterprise according to college policy.
- Ensure the Behaviour Management system is implemented to help facilitate effective learning.

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

Other Duties

- Any other duties as may reasonably be requested by the Head of Estates. The above duties do not define or include all tasks required of the post holder. Duties and responsibilities may vary without changing the level of responsibility.

Safeguarding

- Be aware and familiar with school policies and other guidance on the safeguarding and promotion of wellbeing of children and young people. Taking appropriate action in accordance with school policies and Keeping Children Safe in Education 2023 where required.