



Avenue Primary Academy

Job Description

English/Mathematics Leader

Responsible to: Head Teacher

Additional pay: TLR 2a £2,667

Purpose of the Job:

To share in the leadership and management of the school under the direction of the Head Teacher. To take a lead in ensuring the highest standards and expectations with regard to the planning, assessment and delivery of the curriculum. To lead English/Mathematics.

The postholder will receive regular administrative time and may request additional time away from their class (if applicable) for specific purposes.

Duties:

You are required to carry out the duties of a school teacher as set out in The School Teachers' Pay and Condition Document (updated annually) and to:

- Be an exemplary class teacher and take a lead in ensuring excellent professional practice within your own teaching and across the school;
- Have excellent subject knowledge across the primary age range, and use this to up skill teachers, teaching assistants and students.
- Lead a team and delegate effectively.
- Be proactive in your own professional development, keeping up to date with changes and initiatives in your subject and network with other English/Mathematics leaders;
- Monitor and evaluate the effectiveness of the English/Mathematics curriculum within the school and its integration within other subjects, and work with teachers to ensure it is fit for purpose;
- Be responsible for ensuring the effective use of assessment, moderation and monitoring of standards and attainment for pupils in English/Mathematics, including vulnerable groups;
- Support other staff, including NQTs, Students and Teaching Assistants, in delivering the curriculum in the school;
- Observe lessons and give feedback for professional development and subject monitoring, and give others the opportunity to observe you teach, including team teaching;
- Conduct checks on books and planning and undertake learning walks/drop in's to ensure consistency across the school and in line with school policies;
- Observe and support Teaching Assistants in English/Mathematics;
- Work with other leaders to ensure consistency across the school and attend meetings as required;
- Work with the Head Teacher and Leadership Team to oversee the successful implementation of new initiatives, taking full account of relevant national and local agenda;
- Organise curriculum enrichment activities and engage with parents in relation to your subject e.g. curriculum blog/forums;

- Requisition within financial limitations the resources (consumables) needed for your curriculum area and organise the use of those resources within the school, monitoring their availability and usage;
- Ensure that all required tasks, documents, forms, reports are completed appropriately and on time, including action planning;
- Ensure equal opportunities with regard to all aspects of practice and provision;
- Engage in school to school support;
- Update the leadership team, head teacher and governing body on the development of the English/Mathematics curriculum and standards and raise any issues appropriately;
- Undertake other such duties in the school, which the Head Teacher may from time to time require.