



HOLBROOK PRIMARY SCHOOL

Year Group Leader of Learning

TMS with TLR 2a

As a member of the school extended leadership team:

- Lead and organise a year group (three classes, approximately 90 children) and the staff therein.
- Attend regular meetings and contribute to discussion and decisions relating to all aspects of school policy and organisation.
- Lead and /or participate in monitoring activities to support self- evaluation, supporting and leading to continued school improvement.
- Support and monitor the development of staff, including taking a lead in performance management.
- Support the Assistant Head for your phase with pastoral care and the behaviour management of children within the phase.
- To work alongside the Deputy Head Teacher in analysing the progress of children to ensure that all pupils achieve their BEST.
- To lead the year group in providing appropriate provision to ensure children make continued progress throughout their education.
- To support the leadership team in ensuring that all practice is in line with school policy.

As a class teacher to:

- Prepare, plan and teach lessons according to the educational needs of pupils
- Mark and assess work in line with school guidelines, keep appropriate records and integrate formative and summative assessments into your planning
- Provide a stimulating classroom environment with resources effectively organised for pupils
- Communicate and consult with parents regarding the progress of pupils

- Liase with other colleagues and outside agencies who may provide advice and guidance on pupils' social and educational needs
- Provide written reports and assessments on pupils
- Participate in training and professional development opportunities
- Follow all whole school policies

COVENTRY EDUCATION SERVICE

HOLBROOK PRIMARY SCHOOL

PERSON SPECIFICATION FOR YEAR LEADER OF LEARNING

1. QUALIFICATIONS / TRAINING

Qualified teacher.

Evidence of involvement in INSET activities

Evidence of commitment to further professional development.

2. KNOWLEDGE AND UNDERSTANDING

Knowledge and understanding of the principles and practice of primary education

Up-to-date knowledge of curriculum management including the statutory requirements of the National Curriculum.

An understanding of the use of assessment data to set targets for improvement.

Understanding of the opportunities and issues for a school serving a multicultural community, with bi lingual pupils.

Understanding of the contribution of Personal and Social Education to raising achievement.

3. EXPERIENCE

Experience of teaching within the Primary phase

Experience of leading an area of curriculum or whole school development.

4. SKILLS AND ABILITIES

Evidence of:

- excellent teaching and learning skills.
- vision, initiative and leadership, including the use of strategies which maintain motivation and morale.
- good interpersonal skills including an appreciation of the importance of confidentiality and the ability to listen to and respond appropriately to both adults and children.
- an ability to motivate people and keep morale high.
- the ability to work as a member of a team, forming and maintaining good professional relationships with staff, parents, governors etc.
- a calm approach and a positive attitude to behaviour management.
- a commitment to Equality of Opportunity.
- a positive attitude to challenge and change.

5. WRITTEN APPLICATION

Well constructed with evidence of clear thinking.

6. REFERENCES

Excellent and unequivocal

7. HEALTH AND ATTENDANCE

Excellent attendance, punctuality and health record.