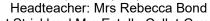
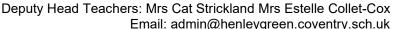
Wyken Croft Coventry, CV2 1HQ

Telephone: (024) 7661 3163







English Lead Job Description/Member of SLT

## Job details

Salary range: MPS/UPS/TLR2

Contract type: Permanent
Reporting to: Head Teacher

#### Main purpose

The English Lead will-

- Assist the Headteacher and SLT in leading and managing the English curriculum
- Fulfil the professional responsibilities of a teacher, as set out in the School Teacher's Pay and Conditions Document (STPCD)
- Meet the expectations set out in the Teacher's Standards
- Fulfil duties reasonably directed by the Headteacher

N.B. The duties listed below are not an exhaustive list of requirements. The specific nature and balance of these responsibilities will vary according to the needs of the school.

### **Key responsibilities:**

## The English Lead will be required to:

- Contribute significantly to the direction of the School Improvement Plan taking account of the priorities of the school
- Take a lead role in monitoring and evaluating standards in English across the whole school, actively promoting effective teaching and learning practices
- Be an active participant of the schools' senior management team
- Work closely with the Headteacher to ensure that the school offers a high quality and engaging English curriculum for its pupils.
- Plan, review, model and adapt the English Curriculum to meet the needs of learners
- Lead whole school CPD and implement and manage change where necessary

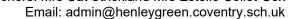
## Whole-school organisation, strategy and development:

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the school's vision and values
- Work with others on the English curriculum and/or pupil development to secure coordinated outcomes.

Wyken Croft Coventry, CV2 1HQ

Telephone: (024) 7661 3163

Headteacher: Mrs Rebecca Bond Deputy Head Teachers: Mrs Cat Strickland Mrs Estelle Collet-Cox





# **Health and Safety:**

- Be aware of and comply with policies and procedures relating to child protection, health and safety, confidentiality, security, data protection; and report all concerns to an appropriate person
- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment.

# Working with colleagues and other relevant professionals:

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues.

## Management of staff and resources:

- Direct, supervise and provide support to support staff and other teachers
- Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff
- Monitor quality and standards of resources delegated to them.

#### **Professional development:**

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching and overall performance
- Take part in the appraisal and professional development of others.

#### Communication:

Communicate effectively with pupils, parents/carers, colleagues, wider school community and governors.