

Vacancy Reference No:**Job Title:** Whole School Enrichment, Personal Development & Middle School Standards Leader**Directorate:** Children Learning & Young People**Service:** Services for Schools**Location:** Whitley Abbey Primary School**Job Number:****Post Number:****Grade:** TMS/UPS + TLR2b

At Whitley Abbey...

We want every pupil to feel proud of who they are, proud of their achievements and proud to belong to our school community.

Our culture is underpinned by: Opportunity • Commitment • Respect • Excellence

Through Personal Development and our Everyone DOES offer, every child should experience opportunities that broaden horizons, develop talents, build character and help them discover new interests. Alongside high academic expectations, we want pupils to leave Whitley Abbey confident, responsible and proud of what they have achieved.

We are proud and purposeful!

Purpose of Job

- As a member of the developing leadership team, make a significant contribution to the strategic development, direction and improvement of the school.
- Lead standards across Years 2–6 as Middle School Team Leader, securing consistently high expectations for teaching, learning, progress and outcomes.
- Provide strategic leadership for Personal Development and whole-school enrichment, ensuring wider opportunities are an entitlement for every pupil.
- Coordinate and further develop the school's Everyone DOES offer and lead the launch and implementation of OPAL – Outdoor Play and Learning.
- Work closely with the Headteacher, Senior Leadership Team and Pupil Premium Lead to evaluate provision, identify gaps and remove barriers to participation.
- Model the highest professional standards and actively promote the school's values of Opportunity, Commitment, Respect and Excellence.
- Teaching and Middle School Standards Leadership
- Carry out the duties of a Class Teacher as set out in the School Teachers' Pay and Conditions Document, with responsibility for a Year 4 class.
- Lead Years 2–6 as Team Leader, establishing strong professional relationships and supporting, challenging and developing teachers and support staff.
- Be responsible and accountable for securing high standards of pupil achievement across the Middle School through effective monitoring, evaluation, reporting and review.
- Use assessment information and other evidence to identify strengths, underachievement and inconsistencies, setting clear priorities and targets for improvement.
- Improve the quality of teaching and learning through professional dialogue, coaching, modelling, mentoring, feedback and the sharing of effective practice.

- Carry out appropriate monitoring, including learning visits, work scrutiny, pupil voice and analysis of assessment information, and report findings to the Headteacher and SLT.
- Liaise with subject leaders, SEND leadership and other school leaders to secure progression, continuity and inclusive practice across Years 2–6.
- Communicate effectively with parents and carers about learning, curriculum and key developments across the Middle School.

Whole School Personal Development and Enrichment Leadership

- Take strategic responsibility for Personal Development, ensuring pupils benefit from a rich, coherent range of experiences that prepare them for life beyond the classroom.
- Coordinate, develop and evaluate the Everyone DOES enrichment offer so that enrichment and wider opportunities are an entitlement for every child.
- Organise and develop clubs, educational visits, visitors, competitions, performances, pupil leadership and other wider experiences across the school.
- Ensure opportunities enable pupils to develop confidence, character, resilience, leadership, independence and a strong sense of belonging.
- Use pupil voice systematically to evaluate provision and ensure pupils play an active role in shaping school life and wider opportunities.
- Work closely with the Pupil Premium Lead to track participation, identify gaps and remove barriers for disadvantaged pupils and other groups at risk of missing out.
- Evaluate the impact of Personal Development and enrichment on pupils' engagement, attendance, confidence, belonging and participation, reporting findings to leaders and governors as appropriate.
- Develop productive partnerships with families, community organisations and external providers to broaden pupils' experiences and strengthen the school's offer.

OPAL – Outdoor Play and Learning

- Lead the launch and implementation of OPAL, establishing a clear whole-school approach to high-quality play.
- Work with staff, pupils and families to develop engaging, inclusive and purposeful outdoor play opportunities.
- Coordinate implementation, communication, resources and ongoing evaluation so that OPAL becomes embedded within the school's Personal Development and enrichment provision.
- Promote pupil ownership, creativity, independence, positive relationships and appropriate risk management through high-quality play.

Leadership, Professional Development and School Improvement

- Contribute to school self-evaluation and the School Development Plan, taking responsibility for agreed priorities linked to the post.
- Support colleagues through coaching, professional dialogue, professional development and the sharing of effective practice.
- Keep up to date with relevant research, statutory guidance and developments in teaching, Personal Development, enrichment and play.
- Promote the positive ethos and culture of Whitley Abbey to pupils, staff, governors, families and the wider community.
- Communicate and cooperate with external agencies and partners where this supports pupils' educational development, well-being and access to wider opportunities.

Safeguarding and Professional Responsibilities

- Safeguard and promote the welfare, health and safety of every pupil in line with school policies and statutory requirements.
- Comply with, support and promote all school policies and procedures, including those relating to safeguarding, equality, health and safety, confidentiality, behaviour and data protection.
- Maintain appropriate records and provide reports to the Headteacher, Leadership Team, governors, parents and pupils as required.
- Undertake and deliver professional development within and beyond Whitley Abbey Primary School where appropriate.
- Carry out any other duties reasonably requested by the Headteacher that are compatible with the level and nature of the post.

Post Details

Responsible to: Headteacher

Grade: TMS/UPS + TLR2b

The duties may be varied to meet changed circumstances in a manner compatible with the post held, at the reasonable direction of the Headteacher. This job description does not form part of the contract of employment and will be reviewed as part of the performance management process.

All duties and responsibilities must be carried out with due regard to the school's Health and Safety, Child Protection and Safeguarding policies and the council's Equal Opportunities policy.

This post is exempt under the Rehabilitation of Offenders Act 1974 and appointment will be conditional upon receipt of a satisfactory Disclosure and Barring Service (DBS) check.

Whitley Abbey Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.