



KEY STAGE 4 ENGLISH LEAD JOB DESCRIPTION

JOB PURPOSE

- To manage the teaching and learning of English efficiently ensuring each pupil achieves their optimum level
- To lead, develop and enhance the teaching practice of teachers in the department, raising standards for learning and teaching
- To be accountable for the leadership and management of English at KS4, the development and implementation of policies, plans, targets and practices within the context of the school's aims and policies

PUPIL ACHIEVEMENT

- Set high standards for the behaviour and progress of pupils
- Ensure adherence to the School's Homework Policy by teaching staff
- Model the co-operative values and visions of the school and the Trust

TEACHING AND LEARNING

- To exploit opportunities to improve students' literacy skills
- Demonstrate the principles and practice of effective learning and teaching as a Lead Teacher
- Ensure a continuous and consistent focus on pupils' achievement, using data and benchmarks to monitor progress
- To communicate effectively with the department and share good practice in regard to successful classroom strategies

LINE MANAGEMENT

- Run effective subject meetings and encourage the involvement of the team of subject staff in discussions concerning subject delivery and organisation.
- Monitor progress and evaluate the effects on teaching and learning by working alongside colleagues, analysing work and outcomes
- Develop plans for the subject with the Head of English which identify clear targets, timescales and success criteria for its development and/or maintenance in line with the Improvement Plan
- Use relevant school, county and national data to inform targets for development and further improvement for individuals and groups of pupils
- Have an enthusiasm for the specified area which motivates and supports other staff and encourages a shared understanding of the contribution the subject can make to all aspects of pupils' lives
- Be aware of and read all relevant school policies relevant to your specified area
- Be available for parents/carers to discuss issues and concerns