

Sheringham High School

Teaching and Learning Lead

Interim Role (Maternity)
2 days / 2.5 days per week
Start Date 1st September 2026

This Role could be undertaken alongside a current role, with the Headteacher / Head of School permission.

Job Description

Post overview

1. Provide strategic leadership to secure high-quality teaching and learning across the School. The postholder will drive improvements in classroom practice, student progress and staff professional development, ensuring all students are supported to achieve their potential.
2. Promoting the ethos, values and strategic vision of the School through effective leadership of Teaching and Learning. As required, attend and contribute fully to Leadership Team meetings.

Key Responsibilities

Teaching, Learning and Achievement

- Lead on strategies for monitoring and developing Teaching and Learning best practice.
- Lead on setting and reviewing appropriate academic targets for all students.
- Monitor attainment and progress tracking data to identify trends, strengths, and areas for improvement and inform school self-evaluation.
- Oversee whole-school and departmental intervention strategies, ensuring they are well planned, implemented effectively and rigorously evaluated for impact.
- Lead the design and delivery of high-quality CPD programmes that address identified teaching and learning needs.
- Ensure the School's revision and exam preparation programmes are robust, accessible, and support students' success in internal and external examinations.

Data and Assessment

- Work with data managers to ensure accurate, timely and meaningful data collection, analysis, and reporting.
- Use data to support decision-making at whole-school and departmental levels, driving improvements in teaching, learning, and outcomes.
- Oversee reporting to parents, ensuring information is clear, accessible and supportive of student progress.

Leadership and Strategic Development

- Contribute to the School Improvement and Development Plan, aligning priorities with teaching and learning improvement.
- Lead on the Year 9 preferences process, ensuring students and parents are well supported in making informed choices.
- Take responsibility for evaluating the impact of teaching and learning initiatives, reporting outcomes to senior leaders and governors as required.
- Line manage agreed subject departments, supporting and challenging leaders to improve quality of provision and student outcomes.

Collaboration and Communication

- Work closely with staff, students and parents to ensure high expectations, effective support, and strong progress.
- Support the development of a culture of continuous improvement and professional excellence.
- Liaise with external partners, as appropriate, to support school improvement in teaching and learning.

Safeguarding

- Respecting confidential issues linked to home/students/teachers/college work and to keep confidence as appropriate.
- To keep up to date with the Trust and School procedures for safeguarding and child protection, reporting any concerns to senior designated person.

Health and Safety

- Be aware of the responsibility for personal Health, Safety and Welfare and that of others who may be affected by your actions or inactions.
- Co-operate with the employer on all issues to do with Health, Safety & Welfare.

Continuing Professional Development

- In conjunction with the line manager, take responsibility for personal professional development, keeping up-to-date with developments related to school efficiency, which may lead to improvements in the day-to-day running of the School.
- Undertake any necessary professional development as identified in the School and Department Development Plans.
- Take full advantage of any relevant training and development available, including First Aid Training.
- Additional training will be provided as required.

General

- Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.
- Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.
- Employees are expected to be courteous to colleagues and students, providing a welcoming environment for visitors and telephone callers.
- This job description is current at the date shown but, in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.