

Job Title: Foundation Skills Lead (Literacy & Numeracy)

School: Robert Barclay Academy

Aim and main purpose of the job

To identify children's needs precisely and implement targeted support, particularly in phonics, reading and numeracy, to improve outcomes and life chances of our most vulnerable learners.

Teaching and Managing Pupil Learning

You will:

- Support the SEN Departments with assessing and accurately identifying students' gaps in literacy and numeracy, including phonics and early reading skills.
- Plan and deliver high-quality phonics, reading and numeracy interventions for students with gaps in their learning
- Build fluency, comprehension and confidence to unlock learning across the curriculum
- Support curriculum readiness, ensuring students are equipped with the foundational knowledge and habits needed for success at secondary school
- Contribute to the design and delivery of KS2 to KS3 transition support programmes to ensure vulnerable students are ready to access the secondary curriculum from the outset
- Work closely with the SENDCo and teaching staff to align intervention of catch up students with classroom learning
- Work co-operatively, alongside the SENDco, with other professionals involved in supporting the child and their family i.e. Educational Psychologists.
- Manage the behavioural needs of some of our most vulnerable students in an effective manner and in line with our vision and values.

Assessment and Self-Evaluation

You will:

- Use assessment effectively to identify gaps, set precise targets and inform intervention planning
- Track, monitor and evaluate the impact of interventions, adapting provision accordingly

Relationship with Parents

You will:

- Establish a partnership with parents to involve them in their child's learning, as well as providing information about targets, attainment and interventions.
- Work in partnership with parents/carers to support and accelerate students' literacy and numeracy development
- Communicate effectively, both orally and in writing, with parents.

Managing Own Performance

You will:

- Prioritise and manage your own time effectively,
- Take responsibility for your own professional development,
- Share good practice resulting in a tangible impact on student learning,
- Form constructive relationships with staff including team working and mutual support,
- Actively implement the key aspects of the school's behaviour management policies,
- Contribute to SEND planning and developments.

Strategic Leadership

You will:

- Contribute fully to the SEND Departmental Development Plan which contributes positively to the achievements of the Academy Development Plan,
- Contribute to the development of whole school strategic planning and policies through membership of the School Improvement Groups.

Whilst every effort has been made to explain the accountabilities and responsibilities for this post, each individual task may not be identified.

This job description is current, but following consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the post which are commensurate with the salary and job title.