

Job description

Benhurst Primary School is part of the LIFE Education Trust, a group of schools that work together and have the same mission, to build great learning communities where children flourish.

We are looking for brilliant people to join the Benhurst and LIFE Education Trust who share and demonstrate our beliefs:

- Courageous Optimism
- Boundless Creativity
- Heartfelt Compassion

Job Title	Benhurst English Lead
Allowance	TLR2B
Contract Type	Permanent
Reports to	Headteacher/ SLT
Responsible for:	Reading and Writing
Role Purpose	
	<p>The English Lead will lead, develop and strive for:</p> <ul style="list-style-type: none"> • high standards of reading, including the strategic leadership of phonics • high standards for writing • all pupils to become confident, fluent readers and develop a lifelong love of reading. • secure consistent progression in writing skills (oracy, sentence construction, composition, handwriting, spelling) across all key stages. <p>The role includes oversight of the school's phonics provision, early reading, and reading development across all key stages.</p>
Key responsibilities as English Lead	
	<p>Strategic Leadership</p> <ul style="list-style-type: none"> • Lead and implement whole-school reading and writing strategies from EYFS to KS2. • Promote a culture of reading for learning and pleasure. • Monitor, evaluate, and improve provision and outcomes in reading and writing. • Stay informed with local and national developments in writing and reading (DfE/Ofsted). • Contribute to school strategy, including SEF and SDP. • Work collaboratively with the Phonics lead and act as Phonics Lead if required • Monitor the quality of teaching and learning of English across the schools <p>Assessment and Data</p> <ul style="list-style-type: none"> • Oversee assessment systems for reading, phonics, and writing. • Analyse data to identify trends, gaps, and priorities and use assessment to inform interventions and pupil progress. • Report on standards and progress to SLT and governors. • Lead writing moderation to ensure accuracy. <p>Reading</p> <ul style="list-style-type: none"> • Support high-quality teaching of phonics and reading (guided, shared, whole-class).

	<ul style="list-style-type: none"> • Ensure the consistent delivery of a systematic synthetic phonics programme (EYFS/KS1). • Develop decoding, fluency, vocabulary, and comprehension. • Ensure clear progression in reading skills across all year groups. • Promote a rich reading curriculum using high-quality texts, especially in KS2. • Support transition from learning to read to reading to learn. • Lead initiatives to foster a love of reading and parental engagement. <p>Writing</p> <ul style="list-style-type: none"> • Support teachers in delivering high-quality lessons with a clear focus on writing (composition, transcription, purpose, audience). • Ensure consistent teaching of spelling, punctuation, and grammar. • Develop pupils' spelling knowledge (phonics, morphology, etymology). • Lead and embed a whole-school handwriting approach. • Ensure clear progression in writing from early years to KS2. • Develop a well-sequenced, National Curriculum-aligned writing curriculum. • Promote use of high-quality texts to model writing. • Ensure opportunities for writing across the curriculum.
Key responsibilities as a Classroom teacher	
	<ul style="list-style-type: none"> • Carry out the duties of a general class teacher as detailed in the school's class teacher job description, including some provision for cover of absent teachers • Carry out duties of a classroom teacher as set out in the School Teachers Pay and Conditions Document & in the Teacher Standards • Teach at any key stage as required
Role Particulars	
	<ul style="list-style-type: none"> • Support and promote the school's ethos, aims and core values in order to promote the welfare, progress and continued development of the school and its children
General	
	<ul style="list-style-type: none"> • To undertake any training commensurate with the post • To take part in the Trust appraisal system, taking personal responsibility for identification of learning, development and training opportunities • To comply with individual responsibilities, in accordance with the role, for health & safety in the workplace and to take appropriate action to identify, evaluate and minimise any risks to health, safety and security in the immediate working environment • To work in accordance with the values, culture, ethos, equalities and inclusion policies of the Trust proactively promoting anti-racist, anti-sexist and anti-discriminatory behaviours in the day-to-day operation of the job • Ensure that all duties and services provided are in accordance with the School's Equal Opportunities Policy • The Governance Committee is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. • Attend relevant school meetings as required • To respect confidentiality at all times <p>The duties above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and Grade.</p>

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.

I acknowledge that I have seen and received a copy of the job description.

Signed: _____ (Class teacher & English Lead)

Date: _____ / _____ / _____