



JOB DESCRIPTION

Job title:	TLR Leading Teaching with responsibility for Maths and Assessment
Grade:	Main scale plus TLR2B £5,028
Accountable to:	Headteacher
Place of Work:	Westover Primary School (1 form entry)
FTE:	Full time

Key Purpose:

The TLR will:

- Be an inspirational classroom teacher with a good track record for high levels of progress and attainment in class and across a phase/subject
- Raise standards of pupil attainment and achievement within the whole curriculum area and your team.
- Have strong subject knowledge in Maths across Early Years KS1 and KS2
- Understand and model effective assessment both formative and summative and lead this across school

The TLR will also have a timetabled teaching commitment of 0.6 complying with the teachers' standards and modelling best practice for others. They may also be required to undertake any of the duties delegated from the headteacher. We are particularly keen to hear from people with KS1 and EYFS experience.

Main Expectations of the role

1. Shaping the Future

- Play a role in the school improvement planning process, taking account of the agreed priorities of the school and reflecting specifically on personal areas of responsibility.
- Contribute to the identification of key areas of strength and weakness in their area of responsibility with detailed reflection on day to day working knowledge of the school's policies and practices.
- Exemplify the application of agreed policies, priorities and expectations, so as to set a good example to other colleagues in all areas.
- Develop and enhance a culture of team work, in which views of members of the school community are valued and taken into account.
- Contribute to the self-evaluation of the school.

2. Leading Learning and Teaching

- Maintain a high profile as an example of best and leading practice within the classroom and foster the high expectations to which the school aspires.
- To support the analysis of school performance data resulting in a clear action plan aimed at raising attainment and progress and report as appropriate
- Support, through coaching, staff in their area of responsibility, to ensure the best learning opportunities for children.
- In their area of responsibility support the target setting process; including statutory procedures and targets for individuals and groups throughout the school.
- Seek to develop and enhance a broad and rich curriculum in which meets the needs of the range of pupils in the school.
- Monitor and evaluate outcomes achieved from classroom practice in their area of responsibility and use this to further improve outcomes.

3. Developing self and managing others

- Contribute to the creation of a positive school ethos, in which every individual is treated with dignity and respect and promote safeguarding to ensure the welfare of children and young people is paramount.
- Make a distinctive contribution to the wider school team and continued development of Westover Primary and Pre-school.
- To work with other Senior Team members as an effective team to raise the standards across the school and be role models in team efficiency.
- For their area of responsibilities monitor the effectiveness of teaching and wider professional impact.
- Lead, manage and organise meetings as appropriate in support of the school's aims.
- Set high expectations for your own performance and that of others in their area of responsibility.
- Engage in relevant professional development activity as necessary.

4. Managing the organisation

- For their area of responsibility manage the day to day activities to ensure the school meets statutory requirements in a highly effective and efficient manner.
- Manage, for staff in their area of responsibility, due diligence to all school policy and procedure
- Carry out morning and after school gate duties in absence of Headteacher and Assistant headteacher.
- Organise and manage workshops and talks for parents and carers pertinent to their area of responsibility.
- Contribute to the school development plan process and its impact on children's learning.
- Contribute to regular evaluation of the impact of the use of resources in relation to the quality of

education of the pupils and value for money.

- Ensure that equal opportunities for pupils and staff are effectively promoted.

5. Securing Accountability

- Support staff in understanding their own accountability, and develop approaches to its review and evaluation.
- Manage staff in achieving all deadlines and to prioritise their work.
- Contribute to the reporting of the performance of the school to parents, carers, Governors and other key partners as necessary.

6. Strengthening Community

- Strengthening partnerships with other schools and services thus enhancing community cohesion.
- Contribute to policies and practices which promote equality of opportunity and tackle prejudice.
- Evaluate and enhance the development of a curriculum which provides pupils with opportunities to enhance their learning within the wider community.
- Promote and model good relationships with families, which are based on partnerships to support and improve pupils' achievement, involving families

Other Duties:

At an appropriate level, according to the job role, grade and training received, all employees in the Trust are expected to:

- Support the aims, values, mission and ethos of the Trust and participate to the team approach of the Trust
- Attend and contribute to staff meetings and training days as required, and identify areas of personal practice and experience to develop
- Take appropriate responsibility for safeguarding and children's welfare and be aware of confidential issues linked to home/child/teacher/academy and keep confidences appropriately
- The post holder at all times, whether or not in the employ of our schools or Trust and except where such information is in the public domain maintain the strictest secrecy with regard to the business affairs of our schools or Trust and its customers/stakeholders, products and product lists
- Be aware of health and safety issues and act in accordance with the Health and Safety Policy
- To liaise with other staff, contractors and outside agencies/organisations as appropriate

The post holder may be expected to carry out duties other than those given in the job description where the level of responsibility is similar and he/she has appropriate qualifications or received appropriate training to carry out these duties.