**Glebedale School**

**Job description: Primary Lead Teacher**

**Reporting to:** Deputy/Assistant Headteacher

**Main purpose**

The Primary Lead Teacher will work alongside the Assistant Headteacher to provide leadership and management of the school’s key stage 2 curriculum, delivering high-quality teaching and the effective use of resources.

They will work to improve learning standards and achievement for all pupils, while also carrying out their duties as a classroom teacher.

As a KS2 leader, they will contribute to whole-school self-evaluation and school improvement planning and be responsible for mentoring and developing staff within the key stage.

They will offer guidance and support to key stage teaching staff, modelling best practices and showing up-to-date knowledge of current theory and practice

The key stage leader will be expected to fulfil the responsibilities of a teacher, including planning and teaching lessons, assessing pupils’ progress, and managing behaviour effectively.

**Duties and responsibilities**

In collaboration with the Assistant Headteacher:

Set high expectations for all pupils in KS2 and inspire and motivate staff and pupils to reach and maintain high standards

Lead staff by setting standards through personal classroom practice, demonstrating different strategies to deliver improved pupil performance in KS2 learning

Provide guidance and support to staff within the key stage, working in partnership with parents and the community, keeping them informed and involved in pupils’ learning

Show an understanding of the school’s current systems for recording pupil progress within the key stage

Oversee the use of schemes of work and their delivery, and measure impact on teaching and learning

Work with other teachers to review the curriculum and make sure there is continuity and progress

Take a leading role in inducting new key stage staff and making sure they uphold expected values and teaching standards

Monitor the quality of teaching and learning within KS2, (e.g. through observations, analysing performance data, etc.)

Develop own professional knowledge and skills through courses and reading, aligning with school’s ethos and current strategic needs

Attend meetings according to school policy, and lead where required

Where required, prepare and deliver reports to relevant groups (governors, parents, etc)

**Person Specification**

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| **Criteria** | **Qualities** |
| **Qualifications & Training** | * Qualified teacher status * Evidence of professional development relevant to this role |
| **Experience** | * Teaching within the primary phase, including evidence of outstanding teaching directly linked to KS2 delivery. * Team leadership, including during school development and/or improvement * Responsibility for whole-school key stage leadership or equivalent, providing strategic and practical oversight * Implementing teaching and learning strategies to improve quality and pupil attainment * Teaching pupils with SEND and able to respond to individual pupil needs |
| **Skills & Knowledge** | * Knowledge of legislation and guidance on curriculum requirements and key stage delivery * Outstanding classroom practice, constantly showing a positive and resilient approach to pupils and staff * Excellent communication and organisational skills * Good IT skills * Effective communication and interpersonal skills * Ability to communicate a vision and inspire others * Ability to build effective working relationships with staff and other stakeholders |
| **Personal Qualities** | * High expectations for all pupils and belief in bringing out the best in all * Commitment to upholding and promoting the ethos and values of the school * Commitment always to act with integrity, honesty, loyalty and fairness to safeguard the assets, financial integrity and reputation of the school * Ability to work under pressure and prioritise effectively * Commitment to maintaining confidentiality at all times * Commitment to equality |