



Oak Tree School

Truro Business Park, Threemilestone, Truro, Cornwall TR4 9NH

T 01872 264 221 E oaktreeschool@acorncare.co.uk

www.oaktreeschoolcornwall.co.uk

Job Description: Curriculum Lead - Catering

Reports to: Headteacher, Deputy Headteacher and Senior Leadership Team
The post holder will be expected to liaise with staff across the organisation to ensure a consistent approach regarding standards, support, transition, and quality of provision.

Review and Amendment:

This job description will be reviewed annually and may be subject to modification and amendment following consultation between the Headteacher and the post holder. Please note this role is subject to a 6 month probation period which will be reviewed as part of Performance Management.

Core tasks and responsibilities (in addition to those of a classroom teacher):

Curriculum Development:

- Develop and implement a broad, balanced, and engaging catering curriculum across all key stages.
- Ensure curriculum alignment with national standards and the school's vision.
- Regularly review and update qualifications to respond to national developments and student needs.

Raising Standards:

- Monitor and support student progress through data analysis and targeted interventions.
- Be accountable for student attainment and outcomes in the curriculum.
- Use data effectively to identify underachievement and develop action plans.

Resource Management:

- Deploy financial and physical resources effectively to support the catering curriculum and school priorities.
- Ensure the department is equipped with materials and tools to deliver the curriculum effectively and safely.





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Collaboration:

- Work closely with teachers, providing recommendations and expertise for curriculum decisions.
- Lead curriculum-related meetings and planning sessions.

Specific Responsibilities:

- Ensure accreditation opportunities in catering for all key stages, including GCSE, BTEC, Unit Award Schemes, ASDAN, A-Level, and alternative qualifications.
- Support the teaching of catering across the whole school.
- Foster community links by collaborating with local chefs and restaurants.

Strategic Direction and Development:

- Promote enthusiasm for catering, motivating staff and students to appreciate its role in spiritual, moral, cultural, and personal development.
- Create policies and practices to support high achievement through effective teaching.
- Evaluate the effectiveness of teaching practices and identify areas for improvement.
- Align curriculum development with the school improvement plan.

Leadership and Line Management:

- Provide high-quality professional development for teachers to deliver a catering curriculum in the classroom.
- Model exemplary teaching and share best practices within the department.





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Teaching and Learning:

- Exemplify outstanding teaching to inspire colleagues and students.
- Establish clear objectives and schemes of work in line with school priorities.
- Set high expectations for achievement and use data to evaluate progress.
- Develop links with parents, businesses, and the local community to enhance learning.

Quality Assurance:

- Monitor curriculum outcomes through lesson observations and review of student work.
- Ensure consistency in assessment and moderation practices.
- Produce evaluative reports on curriculum effectiveness and provide recommendations for improvement.

General Responsibilities:

- Promote inclusion, equality, and access to learning opportunities for all students.
- Ensure adherence to safeguarding, health and safety, and school policies.
- Participate in relevant meetings, training, and school activities as required.

Role Scope and Focus:

- Primarily focused on curriculum content and pedagogy in catering.
- Collaborative role without direct line management responsibilities but involves leadership in curriculum-related planning and decision-making.
- Attends and leads subject-specific meetings, contributing to the overall faculty strategy.
- May occasionally support broader operational tasks but does not typically perform Senior Leadership Team (SLT) duties.





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Person Specification:

Essential Qualifications:

- QTS status or working towards.

Essential Skills and Experience:

- Expertise in catering/technologies curriculum design and pedagogy.
- Proven ability to inspire, motivate, and collaborate with staff and students.
- Strong understanding of national curriculum requirements and qualifications.
- Ability to analyse data and implement strategies for improvement.

Personal Attributes:

- Passionate about art education and fostering creativity.
- High expectations of self and others, with a commitment to continuous improvement.
- A collaborative and inspiring leader with a focus on student achievement.

Review and Amendment:

This job description will be reviewed annually and may be subject to modification following consultation with the post holder.

A job description can never be fully descriptive and exhaustive of unforeseen changes or circumstances. It is expected that staff will, within reason, respond to unforeseen changes.

