



Job Description

Job Title: *PSHE Subject Lead Teacher (Primary or Secondary trained)*

Accountable to: Head teacher

Working hours 8:30am – 4pm,
Monday to Friday, term time only
QTS required

Main Purpose:

- To oversee, lead and develop the PSHE curriculum throughout KS3, KS4 and KS5.
- To ensure that PSHE provides all students with the knowledge, skills and personal attributes they need to thrive in the wider world.
- To teach and support students to engage, enjoy and achieve in PSHE, including BTEC Level 1 in Personal Growth and Wellbeing.
- To explore and develop opportunities to broaden the range of PSHE-related qualifications and accredited learning available to students.
- To maintain a high profile for PSHE across the school, embedding it within the culture, ethos and daily practice of staff and students.

Main Duties:

The specific nature and balance of these duties will vary according to the needs of the students and the school.

Teaching:

- Plan, deliver and evaluate a high-quality and engaging PSHE curriculum across KS3, KS4 and KS5.
- Ensure the PSHE curriculum meets the needs, interests and abilities of individual students.
- Lead the ongoing development of the PSHE curriculum, including creating accessible, relevant and engaging content with a particular focus on KS3 foundations.
- Provide support, training, guidance and modelling for teachers and tutors delivering PSHE to develop their practice.
- Ensure all written records, assessment information, and students' written work are up to date and of the required standard.
- Manage the PSHE budget effectively, including ordering and maintaining appropriate teaching resources and materials.
- Work closely with the Senior Leadership Team to monitor student progress.
- Identify and work closely with key students or groups of students to improve engagement and promote positive participation.

- Create and adapt teaching materials to be used for targeted / outreach work in response to incidents or identified issues.

Students:

- Develop and maintain positive and supportive relationships with all students and staff.
- Support students with a range of complex SEMH needs including Autism.
- Work with the Head of Pastoral Support to create learning experiences that promote engagement and wellbeing.
- Support students through dysregulation in line with risk assessments.
- Use data systems effectively to support behaviour management.

Additional Duties & Responsibilities:

Health and Safety:

- Report any Health and Safety issues to the Head of School or relevant Assistant Head.
- Ensure PSHE teaching environments comply with Health and Safety requirements.

School Development:

- Support the school ethos, values and overall purpose.
- Act as a positive role model for students and staff.
- Promote PSHE as a central, valued part of the school, including co-ordinating awareness days and weeks throughout the year.

Staff Training:

- Complete mandatory and refresher training.
- Be a reflective practitioner and identify CPD needs.
- Support staff confidence and competence in delivering PSHE.

Safeguarding:

Safeguarding students is priority. All staff have a duty & responsibility to ensure that safeguarding is maintained.

- You must report any Safeguarding concerns to the Designated Safeguarding Lead (DSL) or Deputy in line with Norton College Policy
- If you have made a Safeguarding referral, it is your responsibility to check back with your colleague before leaving for the day, enquire what action has been taken.

Student reports:

- Provide supporting information both verbally and in writing as requested for student education meeting including Annual Reviews.

As PSHE Lead Teacher you may be asked to take on additional duties or be deployed as requested by the Head Teacher or Pastoral Support Lead.