

Team Leader

JOB DESCRIPTION: EFYS/KS1/LKS2/UKS2 Class Teacher and Team Leader – Responsible for the Development of Teaching and Learning in a single phase (EYFS, Years 1&2 or Years 3&4 or Years 5&6)

SALARY: MPS/UPS + TLR2 (value at 01.09.21: £2,873)

The role of the Team Leader is to develop and promote high standards in Teaching and Learning across the curriculum in the year groups that fall within their Phase so that:

- Pupils make progress at least in line with their peers, have access to the full EYFS/National Curriculum, are motivated to learn and develop self-esteem and confidence as learners.
- All staff within the Phase are familiar with and use a range of strategies to meet the needs of all pupils (showing regard for different learning styles and the needs of SEN and EAL pupils) and this is evident in lesson planning and delivery.
- All staff within the Phase liaise effectively with one another and work flexibly together, thus ensuring that all adults understand their roles and responsibilities and are used effectively to support pupils in their learning.
- Parents know how they can support their child, feel involved as partners in the education process and feel welcomed into the school community.
- Senior Staff have an understanding of the progress and attainment of pupils in the relevant year groups and know what the priorities are for the Phase in relation to whole school development priorities.
- Governors understand their role in relation to pupils in the Phase and know about the progress and attainment of pupils in the phase in relation to similar pupils nationally.

The Team Leader will do this through:

- Being an excellent classroom practitioner who plans exciting and stimulating lessons which meet the needs of all pupils in their class.
- Upholding the aims and ethos of the school as set out in the school's various Policy and Guidance documents and demonstrating this in their day-to-day work.
- Conducting themselves in a professional manner at all times when dealing with all members of the school community and any visitors to the school, including external agencies.
- Taking a lead in implementing the school's Behaviour Policy, including developing a collective responsibility to managing pupil behaviour and the use of positive behaviour management strategies.
- Promoting the health and well-being of all pupils and reporting any concerns to the relevant personnel (e.g. SENCO, Child Protection Officer).
- The use of assessment for learning (using all relevant assessment procedures as set out in policy) to establish pupils' attainment and to track pupils' progress towards meeting targets set and in relation to national standards.
- The analysis of assessment information to inform future planning for the short, medium and longer term.
- The sharing of findings from data analysis with teachers, teaching assistants and senior staff.
- The leading of Phase Team Meetings, INSET and other training sessions for staff.
- Actively participating in some (as and when required) Leadership Team meetings and using the evidence of monitoring, review and evaluation to contribute to the School Plan.
- Identifying professional development opportunities for Teachers and Teaching Assistants.
- With the assistance of the Deputy or Assistant Head, implementation of an effective system of Appraisal for teachers in the Phase (apart from themselves).
- The monitoring of Phase teachers' files and assessments/observations on pupils and of pupils' work.

- Liaise and work closely with other team leaders to ensure consistency across school
- Taking responsibility for their own continuing professional development and ensuring they keep up-to-date with relevant legislation and strategies for working with pupils.

Line Management and other responsibilities:

- The Team Leader will have direct line management responsibility for the other teachers in the Phase.
- The Team Leader will report directly to the Deputy Headteacher and/or Assistant Heads.
- The Team Leader will have class teaching responsibility for a class within the phase.
- The Team Leader will be responsible for subject leadership in a subject area. This will include: developing and promoting the subject across the school; monitoring standards of teaching and learning within the subject; using the outcomes of monitoring and data analysis to identify priorities for future work and to contribute to the School Plan.
- In order to deliver services effectively, a degree of flexibility is needed and as Team Leader one may be required to perform work not specified above. Such duties will fall within the scope of the post.