

## JOB DESCRIPTION: Lead Practitioner



**Responsible to:** Headteacher

**Salary Scale:** L5 - L11

Newbury Park Primary School is committed to creating a diverse workforce. We will consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.

### Key Purpose of the Job

#### In addition to:

- Fulfilling the professional responsibilities of a teacher, as set out in the [School Teachers' Pay and Conditions Document](#)
- Meeting the expectations set out in the [Teachers' Standards](#)

#### The Lead Practitioner duties and responsibilities are to:

- To be an excellent teacher who is able to model their teaching skills for others and support the Senior Leadership Team in the improvement of teaching, learning and pupils' progress across the school;
- To support the drive for innovative, engaging and relevant teaching that meets the needs of the pupils.
- To take on the role of Phase group coordinator for a designated Phasegroup (please refer to separate JD for Year Group Coordinator role);
- To take on the role of subject lead.

#### Duties and responsibilities

Under the direction of the headteacher or deputy headteacher, the Lead Practitioner will:

- Create a culture where pupils experience a positive and enriching school life
- Uphold educational standards in order to prepare pupils from all backgrounds for their next phase of education and life
- Ensure a culture of staff professionalism
- Encourage high standards of behaviour from pupils, built on rules and routines that are understood by staff and pupils and clearly demonstrated by all adults in school;
- Use consistent and fair approaches to managing behaviour, in line with the school's behaviour policy.
  
- To support the school improvement work of the Senior Leadership Team (SLT);
- To develop, implement and evaluate policies and practice that will underpin and drive school improvement;
- To promote collective responsibility for implementation of policies and practice;
- To provide practical support for teachers that enables them to improve their teaching skills and as a result have a positive impact on pupil progress and attainment;
- To keep up to date with National Curriculum subject knowledge;
- Typical activities will normally include: Modelling aspirational teaching, team teaching, observing lessons and advising teachers how to improve the quality of their teaching; Scrutinising teachers' planning, pupils' work and marking and giving feedback for improvement; Leading training sessions;
- Ensuring that colleagues are kept up to date with new initiatives;
- Coaching, mentoring and induction of teachers, ECTs and trainees;
- Advising on practice, research and continuing professional development opportunities;
- Advising on the use of assessment for learning and its impact on pupil progress;

- Evaluating the learning environment and supporting colleagues in developing an engaging and interactive environment that promotes learning for all e.g. promoting language, displays & working walls;
- Advising teachers on the effective deployment of additional adults in the classroom for the best impact on pupil outcomes;
- Providing support to teachers who are experiencing difficulties in performance including those being supported through a managerial support programme or going through a capability process;
- To be responsible for and teach allocated classes;
- To be aware of and meet the needs of target/vulnerable groups of pupils e.g. LAC, EAL/EMA, SEND, Pupil Premium, G&T to accelerate their progress;
- To ensure that lessons are well planned and matched to learning objectives and the needs of learners;
- To introduce and deliver new initiatives and support others to integrate recent developments;
- To support colleagues in providing learners, parents and carers with timely, accurate and constructive feedback on attainment, progress and areas for development;
- To provide advice to colleagues on the development and well-being of pupils;
- To research and draw on research outcomes and other sources of external evidence to inform and extend one's own practice and that of colleagues;
- To work with senior leaders to use the outcomes of formative and summative assessment, including analysing statistical information, to identify and address areas requiring improvement;
- To take a lead in planning with colleagues in order to promote effective practice and identify and explore links within and between subjects/curriculum areas;
- To support colleagues to understand school, local and national statistical data as a basis for improving teaching and learning;
- To work effectively as a team member and promote collaboration, supporting others to develop such skills;
- To contribute to the professional development of colleagues using a broad range of techniques and skills e.g. coaching and mentoring, demonstrating enhanced and effective practice, and effectively providing advice and feedback;
- To be able to make sound judgements of standards of teaching and give constructive feedback and advice to colleagues;
- To work effectively with colleagues at all levels, acting as a key link in supporting the senior leadership team to implement new policies and practice across the school;
- To carry out such other duties as may reasonably be required from time to time to meet the evolving needs of the school.

## **Subject Lead/Area of School Improvement**

- Communicating the school's vision compellingly and supporting the headteacher's strategic leadership;
  - Formulating the aims and objectives of the school;
  - Establishing policies for achieving these aims and objectives;
  - Managing staff and resources to that end;
  - Monitoring progress towards meeting the school's aims and objectives.
- Demonstrate best practice in a subject/area using engaging strategies to boost classroom engagement;
  - Provide strategic subject/area leadership, showing up-to-date knowledge of sector trends and developments;
  - Review curriculum as required, highlighting areas where teaching can be broadened and attainment improved, and providing data to the headteacher or others as required;

- Ensure teaching and learning within your subject/area is aligned with school ethos, identifying any procedural issues and providing workable solutions.
  - to support the development of a curriculum subject and/or participate as part of a team driving an area of curriculum development eg Quality Mark.
- Meet with senior leaders as appropriate, for the purpose of establishing consistency and continuity of curriculum and pedagogy across the team;
- Facilitate team meetings and encourage a collaborative approach to working and sharing practice;
- Ensure the consistent application of school ethos and systems;

### **Staff management and professional development**

Under the direction of the headteacher or deputy headteacher, the Lead Practitioner will:

- Performance manage middle leaders, including carrying out appraisals and holding staff to account for their performance;
- Manage staff well with due attention to workload;
- Ensure staff have access to appropriate, high-standard professional development opportunities;
- Keep up to date with developments in education;
- Seek training and continuing professional development to meet their own needs.

### **Governance, accountability and working in partnership**

Under the direction of the headteacher or deputy headteacher, the Lead Practitioner will:

- Work with the governing board as appropriate;
- Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties;
- Work successfully with other schools and organisations;
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils.

They may also be required to undertake any of the duties delegated by the headteacher.

This job description may be amended at any time in consultation with the postholder.

**Last review date:** July 2025

**Next review date:** July 2026

**Headteacher/line manager's signature:**     *L Dawes*    

**Date:**     June 2025    

**Postholder's signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_