

Job description: Key Stage 2 Leader

Main purpose

The key stage leader will be responsible for providing leadership and management of the school's key stage curriculum, delivering high-quality teaching and 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 key stage 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, as set out in the STPCD, including planning and teaching lessons, assessing pupils' progress, and managing behaviour effectively.

Duties and responsibilities

Strategic development

- Contribute to strategic decision making, working with school management to share expertise and insight, and help shape the school's vision
- Set high expectations for all pupils in key stage 2, 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 key stage 2 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

Teaching and 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
- Develop pupil behaviour and discipline policies, where needed, to help build an environment where high standards of learning behaviour are encouraged

Leading and managing staff

- Establish short-, medium- and long-term plans for developing and resourcing the key stage 2 curriculum
- Develop the school's approach to assessment within key stage 2, and lead strategy to improve the quality of teaching and learning
- 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 key stage 2, (e.g. through observations, analysing performance data, etc.)

General duties

- 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
- Lead whole school and key stage assemblies
- Where required, prepare and deliver reports to relevant groups (governors, parents, etc)
- Prioritise areas of expenditure within the key stage

Other areas of responsibility

- Whole school/Key Stage core subject leadership
- Be part of the wider Trust and support beyond own school if required

Notes:

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