



SIDESTRAND HALL SCHOOL

Job Title/Post: Curriculum Lead
Responsible to: Assistant Headteacher Curriculum and Assessment
Responsible for: Curriculum Teachers

PURPOSE OF THE JOB:

The school is committed to safeguarding and promoting the welfare of children young people and expects staff and volunteers to share this commitment.

The key focus of this role is to work co-operatively with the Assistant Headteacher with responsibility for curriculum and assessment to assist the Headteacher in effective leadership and management of curriculum design, and support the implementation and delivery of the curriculum with specific responsibility for student progress and outcomes. The role will include supporting Curriculum Leads (excluding Literacy and Numeracy) in achieving this and the role demands a responsibility to ensure an effective curriculum is being offered throughout the school, showing progression and challenge across the Key Stages. To ensure that a robust monitoring and assessment programme is in place enabling all students to achieve to their full potential.

MAIN RESPONSIBILITIES

The Curriculum Leads will work as part of the Middle Leadership team in the process of devising implementing, monitoring assessing and evaluating the curriculum provision.

- Lead by example as a teacher and as a manager, achieving high standards of pupil attainment, behavior and motivation through effective teaching, monitoring of progress and recording of data
- To monitor the quality of teaching and learning, this will be achieved by lesson observations, and the monitoring of short and medium term planning

MAIN RESPONSIBILITIES

- To ensure that the appropriate students are working towards the agreed school targets and where necessary record and monitor progress
- Promote and oversee the organization of educational visits within curriculum areas, meeting all deadlines set out for trips and visits
- Ensure that planning within curriculum leads is effectively carried out to ensure pupils' individual needs are being met
- To have oversight achievement across the curriculum areas and Key Stages to ensure continuity and progression
- Monitor/provide effective feedback on the curriculum planning of teachers in relation to long, medium and short-term plans

- Ensure curriculum folders are in place providing effective feedback for improvement
- To support teachers in ensuring classroom environments are conducive to good educational practice, providing the appropriate 'stimuli' for positive learning with an emphasis on high standards of students work and classroom display

PROGRESS

Support the moderation of assessment of learning with a key focus of securing high quality outcomes for students, including interim and overall progress for individual students through:

- Ensure staff are regularly using solar to record pupil data
- Support the observation of lessons and participate in work scrutiny, providing high quality feedback which will directly impact on progress
- Strategic responsibility for the range of appropriate accreditations; to raise aspirations and maximise outcomes for students within your curriculum area
- To maintain and update records on students' progress including the preparation of reports

WHOLE SCHOOL

- Keep up with, act on, and implement as appropriate, national, local and school agendas
- Strategic management of curriculum area
- Contribute to the annual calendar and cycle of events
- Participate in the performance management cycle (including supporting lesson observations, target setting and reviews)

All staff are expected to comply with relevant policies of the school, and to comply with any reasonable request from the Headteacher to undertake work of a similar level that is not specified in this job description. This job description is current at the date shown, but in consultation with you, may be changed to reflect or anticipate the changing needs of the school, commensurate with the job title, purpose or grade.

This job description will be reviewed annually, but may not be amended at any time in consultation with the post holder.