APPLICANT PACK

LEAD PRACTITIONER ENGLISH
Harris Academy Clapham

Lead Practitioner Scale (Inner London)
+ Performance and Loyalty Bonus + Harris Wellbeing Cash Plan
+ Pension Scheme (TPS) + Additional Harris Benefits

Job Purpose – Strategic Leadership and Development

The main functions of this post include:

- To play a leading and highly visible role in the improvement of teaching and learning of the subject and academic success of all students
- Ensure the highest standards of teaching, learning and achievement
- To lead in the monitoring, evaluation and review of standards and provision within the subject

This post is suitable for either a currently qualified Lead Practitioner or a candidate who is ready to train as a Lead Practitioner.

Main Areas of Responsibility

General Expectations

- To collaborate as a member of the Lead Practitioner Team in order to build and realise the shared vision of excellence and high standards for all students.
- To account for students' performance in line with Academy procedures.
- To provide the Governing Body with relevant and accurate information relating to the subject's performance and development.
- To support and participate in the work of the Harris Federation, including strand or subject groups as appropriate.
- To contribute actively towards the formulation of all Academy policies and procedures, ensuring their consistent implementation.
- To ensure high quality teaching and learning in the subject or across the Academy.
- To participate in duties at lunch, break, before, during and after school the Academy day.
- To ensure that the subject knowledge of staff in the subject is exemplary.
- To ensure that behaviour in the subject is exemplary.
- To ensure that Schemes of Learning and Independent Work books are of a high quality.

Core Duties and Ethos

- To collaborate as a member of the Lead Practitioner Team in order to build and realise the shared vision of excellence and high standards for all students.
- To provide the Governing Body with relevant and accurate information relating to the subject's performance and development.
- To support and participate in the work of the Harris Federation, including strand or subject groups as appropriate.
- To contribute actively towards the formulation of all Academy policies and procedures, ensuring their consistent implementation.
- To agree challenging subject targets, including student achievement targets, ensuring rigorous monitoring, evaluation and review of progress towards these through Faculty improvement plans.
- To ensure high quality teaching and learning in the subject, following the Academy policy for self-evaluation and review.
- To share in the management of student disciplinary matters, including: liaising with parents; maintaining records in line with Academy procedures; and, compiling educational records as necessary.

- To undertake any other duty as specified by School Teachers' Pay and Conditions Body (STPCB) not mentioned in this Job Description.

Teaching

- To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher.
- To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the subject.
- To attend all appropriate meetings.
- To plan and prepare courses and lessons in line with Academy policy.
- To contribute to the whole Academy's planning activities.
- To teach students according to their educational needs, including the setting and marking of work to be carried out by the student in the Academy.
- To assess record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
- To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- To ensure that ICT, Literacy, Numeracy, EM and SMSC are reflected in the teaching/learning experience of students.
- To undertake assessment of students as requested by external examination bodies, subject area and Academy procedures.

Management of Resources

- To manage the available resources of space, staff, budget and equipment effectively within the policies and procedures of the Academy.
- To support the effective and efficient timetabling and rooming of teaching within the subject.
- To ensure the Academy health and safety policies and practices, including risk assessments, throughout the department are in line with legislation and are updated where necessary.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description. Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers. The academy will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition (as defined in the Equality Act 2010). Following consultation with you this job description may be changed by management to reflect or anticipate changes in the job which are commensurate with the salary and job title.

We will consider any reasonable adjustments under the terms of the Equality Act (2010) to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post. The job-holder will ensure that academy policies are reflected in all aspect of his/her work, in particular those relating to:

1) Equal Opportunities
2) Health and Safety

3) General Data Protection Regulations (2018)
4) Safeguarding children

Person Specification

Area	Essential	Desirable
Qualifications	• Teaching Qualification • Degree or equivalent	• Evidence of ongoing professional development
Experience	• Outstanding teaching practice • Excellent behaviour management • Experience of lesson observations and giving robust feedback • Experience of improvement planning • Experience of implementing a range of strategies to raise student achievement, with evidence of success • Contribution to impact on the quality of learning and teaching and curriculum • Proven track record of excellent results at KS3/4 • Experience of high quality pupil tracking and feedback practices	• Experience of working with governors • Experience of working in more than one school • Experience of KS5
Skills and Disposition	• Passion for teaching and learning • Totally professional at all times • Personal organisation and time management skills • Effective oral and written communication skills • Ability to analyse and interpret data effectively and act upon the information • Ability to analyse the strengths and weaknesses of lessons, lesson plans and resources so as to best help the teacher • Ability to think strategically • Ability to work within a team and hold staff to account • Ability to motivate and lead students and staff • Ability to analyse issues and identify solutions • Vision and ability to manage change successfully	
Personal Qualities	• Ambitious and hard-working • Commitment to the wider school community and a willingness to offer extra-curricular activities • Commitment to pursue agreed short/medium and long-term strategies to completion • Commitment to working with students of all abilities • A passion and commitment to an ethos of high expectations, personal fulfilment and academic success • Presence and approachability • Sense of humour and resilience	
Academy Ethos	• Enthusiasm for and commitment to the achievement of the Academy's overall vision for success at all levels • Motivation to work with children and young people • Ability to build & sustain professional standards, relationships & personal boundaries with young people • Emotional maturity & resilience in dealing with challenging behaviours • Ability to contribute towards creating a safe & protective environment • Empathy with the aims and objectives of Harris Federation • Willingness to continue professional development • Commitment to maintaining high standards & expectations. • Commitment to contributing to academy life as a whole • Commitment to equality of opportunity, valuing diversity and the safeguarding and welfare of all students	

HOW TO APPLY

Please refer to the advert on our online website to apply. For a confidential discussion about this post with the Principal or for more information, please contact the academy on 0204 513 9350 or info@harrisclapham.org.uk

BEFORE YOU START YOUR APPLICATION

Please remember to check your junk mail folders for our email communications and add us to your safe senders list to ensure all future email communication is received. This is important to ensure you are kept up to date on the status of your application and to avoid delays in the recruitment process.

To submit an application, you'll need to have ready:

- Personal information about you
- Details of your education and employment history
- Details of any qualifications and training gained
- A CV and/or supporting statement to upload

HELP AND SUPPORT

For our Help and Support completing your application, visit www.harriscareers.org.uk

SAFEGUARDING NOTICE

The Harris Federation and all our academies are committed to ensuring the highest levels of safeguarding and promoting the welfare of children and young people, and we expect all our staff and volunteers to share this commitment. All offers of employment are subject to an enhanced Disclosure and Barring Service (DBS) check, references, an online search, and where applicable, a prohibition from teaching check will be completed. Before applying, please review our Policy Statement on the Recruitment of Ex-Offenders.