



Archibald First School

Job Description TLR responsibility Phase coordinator Key Stage 2

Post Title:	Class Teacher with TLR responsibility
Payscale:	Main/Upper Payscale with TLR Payment Level 2
Responsible to:	Head teacher
Responsible for:	Duties associated with TLR phase coordinator for Key Stage 2
Job Purpose:	To be accountable for learner achievement within a designated key stage (KS2) and within year 4 by effectively leading teaching and learning, and line managing a team comprising a number of people.

Main Responsibilities:

The following list is typical of the level of duties which the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar type and level may be required from time to time.

Lead Teaching and Learning Responsibilities

1. Lead learning within Key stage 2 and Year 4 by developing and implementing assessment strategies, data analysis and appropriate intervention programmes to ensure that identified standards of learner achievement are met.
2. Lead, develop and enhance the teaching practice of others through monitoring/evaluation and promoting improvement strategies to secure effective teaching and learning for learners.
3. Lead, manage and develop a subject area and provide programmes/activities that match learner aspirations and potential and achieve excellence and enjoyment for learners.
4. Facilitate an ethos within the team which encourages staff to work collaboratively, share knowledge and understanding, celebrate achievements and accept responsibility for outcomes.

Generic Responsibilities

5. Create and manage a learning environment and achieve a supportive culture and behaviour management strategy that enables learners to achieve their potential.
6. Contribute to the monitoring and development of a subject area to ensure suitable opportunities are provided for learner aspirations to be met.

7. Plan effectively in the short-, medium- and long-term and prepare lessons to ensure coverage of the curriculum and the differentiated needs of learners are met.
8. Apply a range of teaching and learning strategies, including implementing inclusive practices to ensure that the diverse needs of learners are met and excellence and enjoyment is achieved.
9. Assess, record and report on the development and progress of learners and analyse relevant data to promote the highest possible aspirations for learners and target expectations and actions to raise learners' achievements.
10. Demonstrate on-going development and application of teaching expertise and subject, specialism and/or phase knowledge to enrich the learning experience within and beyond the teacher's assigned classes or groups of learners.
11. Work collaboratively within and beyond the classroom with support staff (including directing their day-to-day work), teachers, other professionals, parents, agencies and communities, to enhance teaching and learning and promote the positive contribution and well-being of learners.
12. Contribute to the development and application of priorities, policies and activities in order to enable the achievement of whole school aims.
13. Promote and implement policies and practices that encourage mutual tolerance and respect for diversity in all aspects of employment and service delivery.

Date January 2014

