



Teaching and Learning Responsibility (TLR2ii) Job Description

Job title:

Whole school area of accountability:

Grade:**School:**

Responsible to:

Supervisory responsibility:

Class based - Senior Leadership Role and Core Subject Leader

Teaching and learning responsibility for leading the school's provision in a core subject area and other initiatives across the school.

Standard national scale in line with the current *School Teachers' Pay and Conditions* document plus the a TLR2ii payment of £5,347 per annum

Charvil Piggott Primary

The Headteacher, Deputy Headteacher and the Governing Body

Day to day planning and organisation of relevant staff

Main purpose of the job:

- Take specific responsibility and accountability for the day to day management and organisation of your TLR responsibility area
- Be an excellent classroom practitioner
- Have an impact on educational progress beyond your assigned pupils
- Assist in the smooth running of the school at all times, including being responsible with the other TLR holders for the school in the absence of the Headteacher and Deputy Headteacher

Duties and responsibilities

In addition to carrying out the duties of a class teacher as outlined in the current *School Teachers' Pay and Conditions Document*, the post holder receives a TLR2ii for leading the school's provision in a core subject area and other initiatives across the school.

Leadership and management

- Support and implement the vision and ethos of the school
- Contribute to, implement and evaluate the success of School Plan relevant to your TLR area
- Ensure that the work of the team is inclusive and any issues are addressed through pastoral management
- Ensure policies are translated into practice by staff and that you bring to the attention of SLT any which may need revisions or amendments
- Together with SLT, lead on the school self evaluation process for your TLR area including lesson observations, monitoring of school standards and bringing about improvement
- As appropriate, contribute to the writing of self-evaluation and policy documents
- Be a proactive and effective member of the senior leadership team
- Be an effective role model for staff in terms of teaching, behaviour and classroom management

Teaching and learning responsibility

- Lead a core subject across the whole school and other initiatives across the school depending on the needs of the school
- Have overall responsibility and accountability for your TLR area ensuring curriculum continuity, consistency, balance and progression



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- Lead regular meetings relevant to your TLR area with appropriate colleagues
- Develop, demonstrate and/or promote teaching and learning activities appropriate to full age and ability range.

Monitoring and assessment

- Together with the senior leadership team (SLT) of the school, contribute to, monitor and review the impact of teaching and pupil progress through the analysis of data, ensuring the use of information for planning and target setting across your TLR area
- Monitor standards including recorded work as relevant to your TLR area across the school including reviewing long, medium and short term planning

Manage resources

- Be responsible for the organisation, planning and evaluation of school programmes relevant to your TLR area of responsibility
- Manage, monitor and accurately account for any budget for your area.
- Evaluate, organise and monitor the use of resources

Staff development

- Take a lead role in identifying group and/or individual training needs and provide support for colleagues within your area of responsibility, promoting a whole-school approach
- Act as a role model, mentor or consultant to colleagues as appropriate and encourage collaboration, co-operation and teamwork
- Ensure you keep up to date with current developments in your TLR area and disseminate information as appropriate

Note

This job description is not your contract of employment, or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. Nothing will be changed without consultation. This document must not be altered once it has been signed but will be reviewed annually.