**YEAR LEADER (KS2)**

**JOB DESCRIPTION**

# Principles

The Year Leader undertakes all the professional duties of a teacher, under the terms and conditions specified in the Academy Teachers’ Pay and Conditions Document and under the reasonable direction of the Academy Principal.

In addition the Year Leader supports the Principal and other members of the Leadership team in the leadership and development of the academy through the duties and responsibilities detailed below.

In fulfilling the responsibilities and duties, the Year Leader demonstrates a commitment to the ethos, aims and policies of the academy through high quality professional relationships with stakeholders.

# Core purpose

* As a Year leader you will share in fully supporting the leadership of the academy
* To help lead the academy in the policies and practices of continuous academy improvement and staff development
* To constantly seek strategies which will bring about improvement
* To support the Academy’s ethos and values

**KEY AREAS OF RESPONSIBILITY**

# Strategic leadership and development of a Year group

* To provide educational vision and direction which secures effective teaching and successful learning and achievement by all pupils
* To formulate the aims and objectives of the Academy Improvement Plan and the policies for its implementation
* To work in partnership with the Principal and other members of the Leadership team in the cycle of planning, implementation, review and evaluation of the Academy Improvement Plan
* To monitor and evaluate the impact of the policies, practices, targets and priorities, identifying developments needed and working with the Principal and the Leadership team in order to create outstanding provision and outcomes
* To ensure that all staff in your year group are committed to raising the attainment and aspirations of all pupils; and are accountable for securing improvements and the educational success of all pupils
* To develop and maintain an outstanding learning environment where magical learning takes place

# Leadership and Management

* To share in and support the leadership of the academy and to bring out the potential for leadership in others
* To challenge and support others in developing professionally
* To support the Principal in the performance management of staff
* To act as a mentor to staff where appropriate and to organize induction
* To keep up to date with current developments in education, participate in training and development opportunities as required and engage in annual performance management reviews
* To organise the day to day running of the year group including the efficient management of resources
* To organise and lead professional development for staff and workshops for parents/carers as appropriate
* To monitor and evaluate pupil achievement and to work with the Leadership Team to present an accurate and coherent account of the academy’s performance to a range of audiences, enabling them to play their part effectively
* To be able to inspire and motivate children and colleagues by a positive, active and supportive attitude
* To liaise and work with other professionals, colleagues and parents in order to support the successful transition of all pupils

# Teaching and Learning

* To be an effective teacher providing an excellent role model for all staff
* To teach pupils as required in Key Stage 2
* To play a major role in the development of high quality teaching and learning including the development and monitoring of curriculum planning and the giving of feedback and advice; and assisting and supporting colleagues with the planning and delivery of a differentiated curriculum
* To lead the year group team in the delivery of a creative, stimulating and relevant curriculum which provides challenge for all children
* To help to ensure that all the children are able to learn and achieve to the best of their ability
* To ensure that the requirements of the allocated year group, including arrangements for assessment and moderation, are met
* To use Assessment for Learning to plan next steps in learning, rapidly closing any attainment gaps for individuals and groups
* To seek ways of sharing good practice and to ensure dialogue about teaching and learning amongst academy staff
* To ensure curricular policy development is focussed on continuous improvement.

# Safeguarding

* To help promote and safeguard the welfare of all children
* To promote self-discipline, high standards of behaviour and positive attitudes on the part of all children; and to implement policies and procedures to foster them
* Ensure that a high standard of care and good order for all children is maintained

# Communication and Community Links

* To fully support the ethos of the academy and participate fully in all aspects of the life of the academy
* To develop and maintain positive and effective professional relationships with all stakeholders including colleagues, parents, the local community and Governors
* To provide information to the Local Governing Body to enable it to meet its responsibilities
* To ensure that parents and pupils are well informed about the curriculum, attainment and progress and are able to understand how they can support their child’s learning and personal development and contribute to targets for improvement
* To work in partnership with the Leadership team to develop and maintain effective communication systems across the academy and especially in the allocated year group
* To develop effective network partnerships within the academy trust and beyond

This job description will be reviewed at least annually as part of the Performance Management programme. The Principal may modify it after consultation at any time to reflect or anticipate changes in the job, commensurate with the salary and job title.