



JOB DESCRIPTION

Job Title: Lead Practitioner English

Responsible to: Headteacher / SLT

Grade/Pay Range: Lead Practitioner 2-6

Job Purpose

At Heathcote, we are making a significant investment in our core subjects this year, with a focus on reducing class sizes and increasing curriculum time. As a result, we are excited to offer new Lead Practitioner roles to help drive excellence in the classroom.

These positions are designed to strengthen teaching and learning, ensuring we close gaps earlier and provide the highest quality education—particularly for our higher-ability and disadvantaged pupils. This is a fantastic opportunity for experienced teachers who want to make a whole-school impact while remaining deeply rooted in their subject specialism.

As a Lead Practitioner, you will work closely with the leadership team, contributing to strategic improvements in teaching and learning while developing your own leadership skills. This role is ideal for those considering their next career step, offering a platform to shape best practice and inspire both pupils and colleagues

Main Responsibilities for Lead Practitioner

A Lead Practitioner, in conjunction with other middle leaders, the Senior Leadership Team and Headteacher are responsible for the general good order and discipline of the school, and in supporting the implementation of the School Improvement Plan (SIP) and all policies with developing other practitioners to be high performing as the key part of the role. Lead Practitioners support SLT in ensuring an ambitious culture of high challenge and low threat, **ensuring the best possible learning and leadership of learning within the department and across the school**, ensuring safety is a key focus, behaviour and attendance are exemplary and ensuring all pupils have equal opportunities to make maximum progress.

Whole-School Impact

- Contribute to the development and implementation of whole-school policies and initiatives to raise standards in teaching and learning.
- Support whole-school quality assurance processes and actively participate in school improvement planning.
- Collaborate with other Lead Practitioners to share best practice and ensure a consistent approach to teaching and learning.
- Work as part of SLT to improve standards and outcomes.
- Support other schools locally where appropriate to share best practice and provide professional development.

Lead Practitioner – English

Reporting to: Head of English

Core Purpose:

The Lead Practitioner for English will be responsible for improving the quality of teaching and learning within the English department, enhancing assessment and feedback strategies, and supporting the development of colleagues through high-quality coaching and professional development.

Key Responsibilities:

1. Improving Teaching and Learning

- Lead and inspire colleagues to deliver consistently high-quality teaching in English.
- Identify and address areas for improvement in teaching and learning within the department and across the school.
- Maintain expertise as a high-performing classroom practitioner and model excellent teaching practice.
- Keep up to date with research and best practice in teaching and learning and embed these strategies within the department.
- Ensure that pupils experience a challenging and engaging English curriculum that enables them to reach their full potential.

2. Developing Assessment and Feedback

- Develop and implement effective assessment and feedback strategies to monitor and improve pupil progress.
- Lead the department in designing and delivering high-quality assessments that align with curriculum objectives.
- Analyse pupil performance data to identify trends and inform teaching strategies.
- Provide the Headteacher and senior leaders with relevant subject and pupil performance information.

3. Supporting Staff Development

- Provide targeted support, mentoring, and coaching to colleagues within the English department and across the school.
- Lead CPD (Continuing Professional Development) sessions to enhance teaching and learning practices across the school and in the department.
- Work with the Quality of Education Team to address staff underperformance through structured support plans.
- Support with the delivery of the school's MER (Monitoring, Evaluating and Reviewing) cycle and follow up with individual staff as needed.

All teachers at Heathcote School are expected to uphold the school vision and ethos on a daily basis through their professional conduct. All staff are expected to have a clear understanding of the vision, aims, and ethos of the school, and an awareness of its role in the community, ensuring success is built on inclusion, care and support and all pupils are stretched and challenged.

All teachers' job descriptions define the responsibilities of the postholder as being:

- Under the reasonable direction of the Headteacher to carry out the professional duties of a school teacher as set out in the School Teachers' Pay & Conditions Document (STPCD)
- To comply with Health and Safety at Work Legislation

The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document. It may be modified by the Headteacher, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title.

Main Responsibilities of All Teachers

- Deliver high-quality, differentiated lessons with effective marking and feedback to ensure at least expected progress for all pupils, particularly key groups.
- Use engaging and challenging teaching methods, including effective questioning, clear presentation, and appropriate resources.
- Set and assess homework in line with school and departmental policies.
- Maintain high expectations of pupil behaviour, fostering a positive and well-managed learning environment.
- Assess, record, and analyse pupil progress following National Curriculum, GCSE, A-Level, and school policies.
- Use school data to inform teaching, ensuring high expectations for all pupils.
- Follow and contribute to subject schemes of work.
- Develop pupils' literacy and numeracy skills across the curriculum.
- Maintain an engaging classroom environment, including pupil displays.
- Integrate appropriate technology to enhance learning.
- Ensure the condition of learning materials and report health and safety concerns.
- Participate in departmental meetings, parents' evenings, and pastoral meetings.
- Fulfil the role of a form tutor and uphold the school's Equality Policy.
- Contribute to the school's extracurricular provision.
- Undertake additional tasks as required by the subject leader.

Specific Responsibilities

- Teach consistently high-quality lessons, ensuring progress for all pupils, including those with SEND.
- Plan and deliver effective schemes of learning, narrowing attainment gaps and supporting disadvantaged pupils.
- Support curriculum and ICT development, understanding the rationale behind sequencing and content.
- Implement strategic seating plans to maximise pupil progress.
- Teach across KS3, KS4, and KS5, ensuring high expectations in learning, marking, and feedback.
- Participate in the school's monitoring, evaluation, and review (MER) cycles.
- Ensure teaching practices align with Health & Safety regulations.
- Support pupil well-being and pastoral responsibilities, including acting as a form tutor.
- Engage and lead on school improvement activities, including interventions and enrichment and CPD.
- Contribute to curriculum development, administration, and pastoral functions.
- Attend SLT meetings
- Undertake specific duties in line with SLT.

Appraisal & Professional Development

- Adhere to the Teacher Standards and engage in performance appraisal processes.
- Continuously review teaching methods and participate in professional development.
- Engage in induction training if applicable and work towards relevant career progression standards.
- Follow reasonable directives from the Headteacher.

School Ethos:

For Heathcote staff in general:

- Playing a full part in the life of the school community, supporting its distinctive vision and ethos and leading staff and pupils in doing the same.
- Actively supporting the school's corporate policies and aspirations.
- Adhering to the staff professional code of conduct as developed collectively by staff.
- Complying with the school's Health and Safety Policy and undertaking risk assessments as appropriate.
- Checking emails on a daily basis to keep up to date with issues communicated within the school.

All staff are expected to behave in accordance with the school values and a culture of high challenge and low threat.

We show respect by:

- Listening to what others have to say
- Thinking about our body language and demeanour
- Praising in public and challenging in private
- Working within an ethos of high challenge and low threat

We show responsibility by:

- Being proactive
- Keeping to deadlines
- Being consistent
- Being on time
- Doing our jobs to the best of our ability
- Offering help and support to others when needed
- Always being ambitious and solution-focused

We show integrity by:

- Owning up to mistakes
- Being open, reflective and honest
- Having a culture of no blame
- Doing the right thing even though it may be difficult
- Treating everyone equally

CONFIRMATION OF JOB DESCRIPTION

POST: **Lead Practitioner**

NAME:

I confirm that I have read this job description and person specifications

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task may not be identified.

The job description is current at the date below but will be reviewed on an annual basis and, in consultation with you, may be changed to reflect changes in the job requirements which are commensurate with the job title and grade.

Signatures:

Signed.....
(Teacher)

Date

Signed.....
(Headteacher)

Date.....