



The Priory School

Leading Practitioner Data & Assessment

Job Description

Post title: Leading Practitioner
Pay grade: LP1 – LP5 (£50,005 - £54,709)
Line Manger: Assistant Headteacher

The postholder will be responsible to the Headteacher and will demonstrate a genuine commitment to our Equality Policy and to the wellbeing of all students. This job description will be reviewed annually and will form the basis of the performance appraisal review procedure. Any issues relating to the review of this job description should be brought to the Headteacher's notice by the postholder. The postholder will undertake the following specific responsibilities in order to fulfill our statutory requirements, school aims, policies and targets:

Job purpose

To work in collaboration with the AHT for Data & Assessment in ensuring the school has robust processes to track, identify and support the delivery of learning to enhance the life chances of our students.

Generic areas of responsibility

Teaching & Learning

- To model outstanding teaching, learning and assessment in your subject specialism
- To keep abreast of the latest pedagogical approaches, including the use of technology in your subject specialism
- To support the quality assurance of Teaching & Learning at a whole-school level when required

Curriculum

- To ensure that you have a strong working knowledge (where relevant) of the KS2 curriculum with particular reference to Y6
- To ensure that you have an excellent understanding of the requirements of the KS3 to KS5 curriculum for your subject specialism

CPD

- To support the delivery of whole-school initiatives as outlined in the School Improvement Plan
- To actively engage in identified 'drive teams' to support whole-school initiatives

Leadership

- To ensure that the school is a disciplined, well-ordered place for purposeful learning to take place
- To contribute to the effective leadership of the school
- To work with relevant outside organisations and partner schools to support key areas of accountability
- To contribute to the wider teams within the school as directed
- To implement all school policies

Student progress

- To work with key students who have been identified as not meeting their attainment targets
- To liaise with the teachers and parents to facilitate a collaborative approach to support strategies

Key areas of responsibility

The postholder will, under the Headteacher's overall direction, be expected to contribute to the leadership of teaching and learning across the school community. It is school policy to review and redistribute specific responsibilities and accountabilities periodically.

Assessment (academic)

- To work with individual departments in developing appropriate assessments that offer the correct level of challenge
- In collaboration with the AHT for Data & Assessment ensure that the whole-school reporting of student progress is robust and that outcomes are clearly communicated to stakeholders

Assessment (non-academic)

- To research best practice regarding the mapping and tracking of 'non-academic' attributes and life skills
- To review the current in-house processes for recording 'non-academic' attributes and life skills
- In conjunction with identified colleagues develop an in-school non-academic assessment process that can record and celebrate key attributes and life skills as a record of achievement

CPD

- To facilitate the professional development opportunities for colleagues to enhance their understanding of how best to use data to support learning

Reporting and accountability

- In collaboration with the AHT for Data & Assessment provide student progress analysis based on internal progress check and benchmarked against national data (FFT, ALPS, IDRS)

This job description should be read in conjunction with:

- The Statutory Requirements contained in the current version of the School Teachers' Pay and Conditions document
- The Teachers' Standards
- The Priory School professional skills level descriptors (career stage expectations)
- The Priory Professional Code of Conduct

*The law requires this position to have an **enhanced** criminal background check. This is to protect children and vulnerable adults and to safeguard positions of trust. The position is, therefore, exempt from the Rehabilitation of Offenders Act. If your application is taken further, you will be asked to declare details of any criminal record, even convictions that are 'spent' according to the act. If you are offered the post, this information will be checked against Criminal Records Bureau files. You will be provided with full information at each stage.*

The Priory School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Please note that The Priory School operates a no-smoking policy.

Monday, March 13, 2023 (GE)