



INFORMATION PACK

HOUSE LEADER (TLR2B)

Job Description—House Leader TLR2B

Role: House Leader

Line Manager: Head of Wider Curriculum (known as Progress Leader)

Direct Reports: House Tutors

Scale: TLR2B

Time Allocation: 40/50 teaching

General Responsibilities

- Through the school's wider curriculum, contribute to the personal development of our students by leading on the promotion of a positive ethos of enjoyment, participation and high achievement.
- To teach a specific subject and carry out the specific responsibilities of the role as contained in the School Teachers' Pay and Conditions document.

Specific Responsibilities

Leadership Role

- To model high standards of professional conduct and have a high presence around the House and School;
- To promote the Latimer values and those that are considered fundamental British values;
- To promote high standards of student behaviour, attendance and punctuality and participation in the wider curriculum, initiating intervention actions where needed across the House;
- To promote a high engagement and participation in House events and competitions, including the annual Pride of Latimer Award ceremony;
- To contribute to the devising, implementing and delivering of a high-quality assembly programme for the House and Year Groups that supports students' personal development;
- To lead a team of tutors and monitor the quality of teaching and mentoring during tutor time and lead in ensuring that outstanding learning experiences are delivered across the House;
- To lead House meetings and co-ordinate subsequent improvement planning;
- To contribute to the organisation and promotion of pathways events and the Moving Up (Year 6 transition) process;
- To lead on ensuring strong parent/carers and school links are developed within the House;
- To undertake any additional duties as deemed reasonable by the Principal.

Classroom Teacher

To fulfil and maintain the Teaching Standards by:

- Understanding and being fully committed to the duties and responsibilities in relation to child protection and safeguarding young people;

Job Description continued

- Promoting the Latimer values and those values that are considered fundamental British values;
- Demonstrating consistently high standards of personal and professional conduct;
- Setting high expectations which inspire, motivate and challenge students;
- Demonstrating good subject and curriculum knowledge;
- Planning and teaching well-structured lessons to a range of age groups and abilities, ensuring that all students make outstanding progress;
- Managing behaviour effectively to ensure a good and safe learning environment in which students can learn effectively;
- Making accurate and productive use of assessment to track the progress of each individual student in timetabled groups and intervene to narrow the gap where progress starts to fall behind;
- Fulfilling wider professional responsibilities by contributing to department and whole school improvement;
- Communicating and consulting effectively with relevant stakeholders;
- Attending meetings as set out in the published meeting cycle.

Other

- To undertake any other reasonable duties as directed by the Principal.

Person Specification—House Leader TLR2B

SELECTION CRITERIA (no priority order)			
Qualifications	Essential	Desirable	Method of Assessment
Qualified Teacher Status / Degree relevant to the subject	X		Application form/Verified at interview
Evidence of further study in preparation for leadership		X	Letter of Application / Interview
Commitment to Safeguarding	Essential	Desirable	Method of Assessment
Motivation to work with children and young people	X		Letter of Application / Interview
Commitment to, and belief in, the equal value of all students	X		Letter of Application / Interview
Ability to form and maintain appropriate relationships and personal boundaries with children and young people	X		Letter of Application / Reference
Emotional resilience in working with challenging behaviours and attitudes to the use of authority and maintaining discipline	X		Letter of Application / Reference
Teaching and Learning	Essential	Desirable	Method of Assessment
Reputation for outstanding teaching	X		Letter of Application / Interview
Proven track record of outstanding results	X		Letter of Application / Interview
Proven track record of strong and effective behaviour management strategies	X		Letter of Application / Interview
Excellent ICT skills	X		Letter of Application / Interview
Leadership Skills	Essential	Desirable	Method of Assessment
Vision and creativity	X		Letter of Application / Interview
Energy and enthusiasm	X		Letter of Application / Interview
Strong ability to analyse data and use it to implement appropriate improvement actions	X		Letter of Application / Interview
Prior experience of leading a successful innovative initiative, within a subject area or whole school		X	Letter of Application / Interview
Experience of leading a team and motivating others who are part of that team to achieve the highest of standards		X	Letter of Application / Interview
Evidence of resilience and working effectively under pressure	X		Letter of Application / Interview
Effective time management, organisational and prioritisation skills	X		Letter of Application / Interview
Interpersonal Skills	Essential	Desirable	Method of Assessment
Ability to communicate effectively and relate well to all stakeholders	X		Letter of Application / Interview
Good sense of humour	X		Letter of Application / Interview
Personal Qualities / Skills	Essential	Desirable	Method of Assessment
Strong and confident ability to use ICT for tracking and monitoring purposes	X		Letter of Application / Interview
Evidence of contribution to extra-curricular activities	X		Letter of Application / Interview
Evidence of commitment to professional development	X		Letter of Application / Interview