

## Job Description



# Lead Practitioner for English

Astrea Academy Sheffield

<b>Salary:</b>	LP 4 - 9	<b>Reports To:</b>	Head of English
<b>Actual Salary:</b>	£54,941 - £62,158	<b>Start Date:</b>	September 2025
<b>Contract:</b>	Permanent	<b>Location:</b>	Astrea Academy Sheffield

## Purpose of the Role

The successful candidate will raise standards of scholar attainment and achievement within the whole curriculum area. They will work with the Head of English to be accountable to-

- Develop and enhance the teaching and practice of others and be accountable for developing elements of the subject/curriculum offer.
- Raise standards of scholar attainment and achievement within the whole curriculum area.
- Work with the English department to be accountable for scholar progress and development.
- Ensure the provision of an appropriately broad, balanced and relevant curriculum for scholars studying in the department, in accordance with the aims of the school and the curricular policies.

## Main Responsibilities

- ★\* Work with colleagues to formulate aims, objectives and strategic plans for the department which have coherence and relevance to the needs of scholars and to the aims, objectives and strategic plans of the academy
- ★\* Alongside your line manager, have oversight of KS4 and KS5 outcomes including any interventions needed
- ★\* Contribute to the planning function of the department, and to ensure that the planning activities of the department reflect the needs of scholars within the subject area, AIP and the aims and objectives of the academy
- ★\* Lead departmental and whole school professional development sessions, as directed by the Quality of Education team
- ★\* Establish common standards of practice within the department and develop effectiveness of teaching and learning in all subject areas within the development
- ★\* Act as an Instructional Coach to an identified cohort of teachers
- ★\* Contribute to the academy procedures for lesson observations/learning walks
- ★\* Seek/implement improvement where required
- ★\* Ensure that the department's quality procedures meet the requirements of the SEF and AIP
- ★\* Produce reports within the quality assurance cycle for the department
- ★\* Liaise with partner academies, higher education, industry, examination boards, awarding bodies and other relevant external bodies

- ★ Promote actively the development of effective subject links with external agencies
- ★ Make use of analysis and evaluate performance data provided
- ★ Identify and take appropriate action on issues arising from data, systems and reports; setting deadlines where necessary and reviewing progress on the action taken
- ★ Monitor and support the overall progress and development of scholars within the department
- ★ Play a full part in the life of the academy community, to support its distinctive mission and ethos and to encourage and ensure staff and scholars to follow this example

### Main Duties

- ★ Lead the development of appropriate syllabuses, resources, schemes of work, feedback policies, assessment and teaching and learning strategies in the department
- ★ Monitor actively and follow up scholar progress
- ★ Liaise with SLT to ensure the delivery of an appropriate, comprehensive, high quality and cost-effective curriculum programme which complements the AIP and SEF
- ★ Work with SLT to ensure that staff development needs are identified and that appropriate programmes are designed to meet such needs
- ★ Undertake appraisal review(s) and to act as appraiser for a group of staff within the department
- ★ Identify and take appropriate action on issues arising from data, systems and reports; setting deadlines where necessary and reviewing progress on the action taken
- ★ Monitor and support the overall progress and development of scholars within the department

### Manage behaviour effectively to ensure a good and safe learning environment

- ★ Have clear rules and routines for behaviour in classrooms and take responsibility for promoting good and courteous behaviour in both in classrooms and around the academy, in accordance with the academy's behaviour policy
- ★ Have high expectations of behaviour and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly.
- ★ Manage classes effectively, using approaches which are appropriate to scholars' needs in order to involve and motivate them
- ★ Maintain good relationships with scholars, exercise appropriate authority and act decisively when necessary

### Fulfil wider professional responsibilities

- ★ Make a positive contribution to the wider life and ethos of the academy
- ★ Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support
- ★ Deploy support staff effectively (where available)
- ★ Take responsibility for improving performance through appropriate professional development, responding to advice and feedback from colleagues
- ★ Communicate effectively with parents, carers and external agencies with regard to scholars' achievements and well-being

### Personal and Professional Conduct

- ★ Demonstrate a high standard of personal and professional conduct and uphold public trust in the profession by maintaining a high standard of ethics and behaviour in and outside of the academy in line with the academy's policy

- ★\* Have professional regard for and actively promote the ethos, policies and practices of the academy and maintain high standards in own dress, attendance and punctuality
- ★\* Understands and acts within the statutory frameworks which set out professional duties and responsibilities

### Education and Qualifications

- ★\* Qualified Teacher Status
- ★\* Degree or equivalent qualification in English or a very closely related subject area

### Experience

- ★\* Evidence of successful teaching English to KS3 & KS4
- ★\* Evidence of successful teaching English to KS5 is desirable
- ★\* Personal success in middle or senior leadership & experience of managing a team successfully
- ★\* Experience of working in more than one school or Academy
- ★\* Experience of leading both teachers and associate staff

### Knowledge, skills and abilities

- ★\* Able to demonstrate a thorough knowledge of the English curriculum
- ★\* Able to demonstrate a knowledge of innovative approaches to the teaching of English
- ★\* Must be an effective teacher, skilful in communicating with individuals and have a positive presence in the classroom
- ★\* Ability and willingness to teach English to GCSE and A level

### Personal attributes

- ★\* An understanding of how to seek and use data effectively to track and monitor progress and show impact of actions
- ★\* Ability to work under pressure and deadlines with high expectation of self and others
- ★\* An understanding and commitment to the protection and safeguarding of children and young people
- ★\* Excellent organisational skills
- ★\* Ability to establish and maintain good relationships with others
- ★\* Energy, imagination, loyalty and personal commitment
- ★\* Ability to inspire the trust, confidence and respect of all stakeholders

*Astrea Academy Trust is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. Posts are subject to enhanced DBS checks.*

*Astrea Academy Trust are delighted to be part of such an important movement, which will ensure we have the guidance to challenge attitudes towards disability, tap into wider talent pools and help all individuals across the Trust fulfil their potential and realise their aspirations. As a disability confident employer, we have pledged to promote a culture that ensures there are no barriers to the development and progression of disabled staff*