

**Role Profile**

**Role:**  **Director of Teaching and Learning**

**Grade:** TLR 1c

**Working hours:** 195 days per year. Full time. (1265 hours)

**Working days:** Term time

**Location:** Crofton School

**Reports to:**  Deputy Headteacher

This role profile does not define in detail all the duties and responsibilities of the post. Your attention is drawn to the Crofton School Staff Handbook, which gives details of current school routines.

**Job Purpose:**

* In partnership with Deputy Headteacher, set strategic direction and priorities for teaching and learning
* Ensure impact of teaching and learning teams on pupil outcomes is substantial and sustained.
* Set whole school T and L priorities with clear performance criteria and monitor progress towards these.
* To be key school authority on innovation in teaching and learning
* Embed thinking about and development of teaching and learning in all aspects of school life
* Create a culture where staff are excited about teaching and learning, want it to be exceptional and have the professional knowledge, systems and motivation to deliver this
* Support, challenge and inspire Teaching and Learning Team leaders and other leaders to develop exceptional standards

**Roles and Responsibilities:**

Teaching and Learning

* Regularly and proactively update own professional knowledge on teaching and learning and use this to inform professional development for staff
* Provide Self Evaluation evidence to the Governors and Senior Leadership to demonstrate impact of teaching and learning developments
* Plan and support monitoring and evaluation activities linked to quality of teaching and learning
* Plan and lead Teaching and Learning aspects of professional development, including development meetings and INSET days
* Line manage and performance manage teaching and learning team leaders
* Define scope of teaching and learning teams work, including success criteria
* Monitor and evaluate impact of coaching on teaching and learning
* Be responsible for updating and sharing expertise and research on teaching and learning with whole school
* Regularly and systematically liaise with leaders at all levels to ensure they understand and are implementing changes associated with teaching and learning priorities
* Regularly update T and L blog and publicise to all staff.
* Ensure all new staff are inducted into Crofton’s T and L standards

Safeguarding and Confidentiality:

* Be aware of and comply with policies and procedures relating to child protection, security, confidentiality and data protection, reporting all concerns to an appropriate person.

Health and Safety:

* Be fully aware of health and safety regulations.
* Be familiar with fire and other similar evacuation procedures and to act in accordance with them in any emergency situation.
* Take responsible care for the health and safety of yourself and others who may be affected by your actions or omissions at work.
* Cooperate with any requirements to adhere to Statutory or other safety regulations.

Additional Duties:

* Carry out any additional duties as may be reasonably required by the Headteacher or your line manager.

**Review:**

This role profile will be reviewed annually during the performance management and may be amended after consultation.

Date Reviewed:

Reviewed by:

Additional notes:

This role profile will be merged with generic role profile for classroom teacher on appointment