

POST TITLE	CURRICULUM LEADER
DIRECTORATE	COMMUNITIES AND FAMILIES
SERVICE	SCHOOLS & LIFELONG LEARNING
RESPONSIBLE TO	HEAD TEACHER

POST: **CURRICULUM LEADER, Social Sciences, RME, Psychology and IT**
SCHOOL: **Castlebrae Community Campus**

Section 1: Background information

Headteacher: Rob Greenaway
School Address: 99 Niddrie Mains Road, Edinburgh, EH16 4DS
Tel: 0131 661 1282
Website: www.castlebrae.org.uk
E-mail: admin@castlebrae.edin.sch.uk
School Roll: 538
Staffing Structure: The Senior Leadership Team comprises the Headteacher, [2] Depute Heads, and a Business Manager. Total staffing complement is made up of [38.38] FTE Teaching Staff and [14.08] FTE Support Staff. There are [12] Curriculum Leaders (including [3] Pupil Support Leaders and 1 Support for Learning Leader)
Staff Managed by CL 6.5 FTE Teaching Staff
Teaching time: 18 hours

History and Description of the School:

Castlebrae Community Campus is a non-denominational secondary school providing comprehensive education in the Craigmillar, Niddrie and Newcraighall areas of Edinburgh. Over the last five years the attainment of the school has risen by 84%. Its three associated Primary Schools are Castlevue, Niddrie Mill and Newcraighall. The roll of the school in May 2025 is 538. The school roll is predicted to be 575 in August 2025. In April 2022 we moved into our new school building.

The catchment area is one of the most economically deprived in Edinburgh. The percentage of students who have registered free school meal entitlement is 42%. Pupils that are in Scottish Indicator of Multiple Deprivation (SIMD) deciles 1 and 2 make up 81% of the school. Our average SIMD is 1.47 - lowest in the authority.

The teaching complement for Session 24/25 is 38.38 FTE. The Senior Management Team comprises of a Head Teacher (HT), two depute Head Teachers (DHT) and a Business Manager. The Leadership Team is made up of 6 Curriculum Leaders, 3 Pupil Support Leaders, ESB CL, HWB CL, a Support for Learning Leader.

School Improvement Plan:

Vision

TEAM - Together Everyone Achieves More

Castlebrae is a growing community committed to fully supporting each individual's journey to personal fulfilment.

Values

Respect, Integrity, Focus and Perseverance

Castlebrae Community Campus is firmly committed to raising attainment and promoting achievement. This is a whole school priority in the improvement plan and reflects local CEC and national priorities.

We moved into the New Castlebrae Community Campus in April 2023. Our new building is transforming learning and teaching experiences and providing innovative and inspirational spaces for our rapidly expanding community.

Section 2: Job Outline

The Curriculum Leader will manage and lead a team of teaching staff within Castlebrae Community Campus to ensure high quality teaching and learning with the ultimate aim of maximising attainment and achievement for all pupils. They will work as the Curriculum Leader of Social Sciences, RME, Psychology and IT with a specific remit to take a lead role in managing this curriculum area, covering the following subjects: History, Modern Studies, RME, Travel and Tourism, Admin/Business and Psychology. This faculty currently has 7.5 FTE members of teaching staff, including the Curriculum Leader.

As well as managing discrete courses, they will be expected to be forward thinking and innovative in terms of delivering the most appropriate courses to all levels of ability at all stages in the school.

The Curriculum Leader will be an active member of the school management team who will be responsible for the development, implementation and monitoring of

effective teaching and learning policies and procedures within the allocated department(s). A knowledge of current theories and practice relating to effective classroom teaching is required, along with an ability to ensure that such theories and practice are successfully implemented within the department and across the school as appropriate, taking account of school, Council and National Priorities.

The Curriculum Leader will undertake the duties outlined for all teachers as set out in Annex B of 'A Teaching Profession for the 21st Century'. They will teach up to [18] hours per week.

The Curriculum Leader will undertake duties related to the following:

a) responsibility for the leadership, good management and strategic direction of colleagues

- to be responsible for the planning and strategic direction of the Social Sciences Faculty in the school.
- to oversee the Faculty Improvement Plans for the appropriate priority areas and be accountable for their progress.
- to manage the budget and resources of the faculty.
- to be involved in the recruitment of staff.

b) curriculum development and quality assurance

- to develop and retain an overview of the direction, scope and pace of curriculum development within the Social Sciences Faculty.
- to promote, develop, implement and monitor school policies related to teaching and learning.
- to work with and advise colleagues in a professionally supportive and practical manner to ensure best practice in the classroom.
- to promote active participation of pupils in classroom experiences and their participation in self-evaluation and target-setting exercises in line with school policy
- to oversee arrangements for assessment and reporting within the faculty.
- to ensure that assessment records are carefully analysed to identify areas of success or concern.

c) contribute to school policy in relation to the behaviour management of pupils

- to support colleagues in the effective implementation of the school's behaviour policies

d) the management and guidance of colleagues

- manage faculty meetings and faculty quality assurance files
- to ensure that colleagues are familiar with whole-school policies and the whole school improvement plan
- to maintain a faculty handbook

- e) reviewing the CLPL needs, careers development and performance of colleagues
 - to carry out professional reviews within the faculty
- f) the provision of advice, support and guidance to colleagues
 - to initiate professional discussion, as appropriate, relating to theories, practices and research information on teaching and learning strategies
- g) working in partnership with colleagues, parents, other specialist agencies and staff in other schools as appropriate
 - to be responsible for the health and safety of the Social Sciences Faculty including managing risk assessments for the department(s), as appropriate
 - to be responsible to the relevant Depute Head Teacher for the quality of learning and teaching in the Social Sciences Faculty.
 - to participate in whole-school consultation, cross-departmental discussion and decision-making processes and subject enquiries.
 - to promote and implement effective links with Pupil Support staff (including Support for Learning).
 - to meet parents and specialist agencies as necessary
 - to liaise with the school SQA Co-ordinator and other colleagues to ensure collection of accurate data for SQA examinations and post-result service requirements and the construction of internal examination arrangements.

Section 3: Any special requirements

The Curriculum Leader will have significant relevant experience as a teacher who is qualified to teach Social Sciences or Business and have achieved the highest level of professionalism in the classroom. A sound knowledge of current national curricular developments and teaching and learning theory and practice and willingness to keep abreast of such developments and theory will be required. Evidence of a clear ability to implement and evaluate such methodology will also be of critical importance.

The Curriculum Leader must be able to demonstrate an ability to create, motivate and work effectively within a team and organise workload to meet deadlines. Good management liaison, communication and presentational skills and a commitment to maximising pupil progress are essential to this post.

The Curriculum Leader should demonstrate:

- proven ability to form good relationships with pupils, parents, staff and the wider community
- enthusiasm, energy, commitment, initiative, optimism and flexibility
- an empathy with pupils
- a commitment to personal development

Section 4: Additional Information

The City of Edinburgh Council is an equal opportunities employer and will prevent discrimination, particularly on the grounds of sex, marital status, race, colour, religious belief, political belief, sexuality, nationality, ethnic origin, age, trade union activity, responsibility for dependants or employment status.

Note: Candidates are required to be registered, or eligible to be registered with, the General Teaching Council for Scotland (GTCS).