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

POST: **CURRICULUM LEADER – MATHS**
SCHOOL: **CRAIGROYSTON COMMUNITY HIGH SCHOOL**

Section 1: Background information

Headteacher:	Stephen Kelly
School Address:	67 Pennywell Road, Edinburgh, EH4 4NL
Tel:	0131 477 7801
E-mail:	admin@craigroyston.edin.sch.uk
School Roll:	717
Staffing Structure:	The Senior Leadership Team comprises the Headteacher, 3 Depute Heads, and a Business Manager. Total staffing complement is made up of 75 FTE Teaching Staff and 18 FTE Support Staff. There are 7 Curriculum Leaders, 4 Pupil Support Leaders, 1 Wellbeing Leader and 1 Support for Learning Leader
Staff Managed by CL	7 FTE Teaching Staff

History and Description of the School:

Craigroyston Community High School is a non-denominational secondary community school serving a catchment area in the northwest of Edinburgh. In the school's catchment there are 3 associated Primary Schools; Craigroyston, Forthview and Pirniehall. The Locality is undergoing regeneration with 750 new homes being built.

The school's catchment is in a designated area of high deprivation. Free Meal Entitlement is 40% and one quarter of our pupil body have additional support for learning requirements. Approximately 10% of our pupil cohort are LAC. The vision for the school reflects this need and a range of nurturing and inclusive measures (including a zero-exclusion approach) have been introduced to best support all young people that attend the school. We benefit from close links with a range of partners.

The curriculum rationale is to meet the needs of every young person so that when they leave school they have a portfolio of skills, experiences, qualifications, and a knowledge of the job market to ensure they enter a sustained positive destination. To that end the school strongly encourages all young people to stay on at school until the end of S6. An innovative, aspirational Senior Phase linked to employment, using vocational courses and strong college links as well as traditional subject provision ensures that every young person has a curriculum that suits their needs and ambitions.

Section 2: Job Outline

The Curriculum Leader will be an active member of the school's Extended Leadership Team (ELT) and 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 CL will undertake specific duties related to the following:

a) responsibility for the leadership, good management and strategic direction of colleagues
   - to oversee the actions to address the whole-school improvement plan including self evaluation, monitoring and evaluating and the National Improvement Framework
   - to support the improvement of attainment across the whole school
   - to be responsible for the planning and strategic direction of a number of faculties within whole school priorities.
   - to prepare, develop, promote and implement whole school improvement plans
   - to be involved in the recruitment of staff

b) curriculum development and quality assurance
   - 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 oversee faculty Improvement Plans and monitor their progress

c) the management and guidance of colleagues
   - to lead several faculties including undertaking regular Shared Classroom Experience activities.
   - to ensure that colleagues are familiar with whole-school policies and the whole school improvement plan

d) reviewing the CPD needs, careers development and performance of colleagues
   - to co-ordinate the CPD Programme (including Professional Review & Development)
   - to carry out professional reviews within the relevant faculties and with other line management responsibilities

e) 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

f) working in partnership with colleagues, parents, other specialist agencies and staff in other schools as appropriate
   - to promote and implement effective links with external agencies

g) the management and guidance of pupils
   • to supervise enrolments in identified Year Groups
   • to act as SLT link for house groups working closely with the relevant PSLs
   • to take a lead role within the school's behaviour management policy, including dealing with exclusions and re-admissions

h) to carry out all other duties as agreed with the headteacher

Section 3: Any special requirements

The CL will have significant relevant experience as a teacher and have achieved the highest level of professionalism in the classroom.

The CL 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 CL 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 dependents or employment status. Interview dates to be confirmed

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