



# BREHERTON ENDOWED CE PRIMARY SCHOOL

## Curriculum Leadership Policy

*Walking in the footsteps of Jesus with our Christian family, we learn, grow, achieve and flourish together in God's love.*

**This policy is for Bretherton Endowed CE Primary School and The Hub, Bretherton Endowed Out of School Provision.**

### OVERVIEW

In this school every child has an entitlement to benefit from a curriculum and teaching of the highest quality and we want to provide our children a broad and balanced curriculum which motivates them to achieve well. To this end we are continuously developing the curriculum and other activities to meet the needs and aspirations of the pupils at the school. A key part of this is to develop the role of the curriculum subject leader as a powerful means of raising levels of attainment and enjoyment. This policy sets out the criteria that will be the expected standard for teachers to lead designated curriculum areas.

### OBJECTIVES:

1. To set out the schools' expectation for leading managing delivering and monitoring the curriculum.
2. To ensure that designated curriculum areas are led efficiently and effectively.
3. To ensure that all learners benefit from a curriculum that is well led and to involve all members of staff in the delivery of the curriculum.
4. To provide a basis for monitoring, evaluation and review of the delivery of the curriculum.
5. To ensure that all teachers are given feedback, where necessary, on their strengths and areas for development.
6. To improve the quality of teaching and learning within the designated curriculum area/s.

Subject Leadership forms part of teachers' Performance Management targets within the whole school Performance Management process.

Subject Leaders in our school each record using a physical file or online document file or mixture of both in a consistent manner. This includes reporting/recording areas such as:

- Review of subject content, intent and implementation
- Notes from Lesson Observations • Notes from work sampling and scrutiny
- Pupil Voice discussions / Questionnaires
- Examples of children's work
- Analysis and Action Plans, including the School Plan
- Links to other areas of the curriculum
- Pupil Attainment Data and relevant Target Setting

Subject Leadership files are regularly monitored by the Headship Team as a means of developing the curriculum. In order for this role to be facilitated, Subject Leaders receive some time away from their normal classroom role. This is organised in such a way as to reflect school priorities and to recognise the role all subjects play in maintaining breadth, balance and enjoyment within the curriculum

#### STRATEGIES:

1. The headteacher will appoint all members of staff to curriculum subject leader roles according to teacher's experience and ability.
2. Curriculum leaders will be responsible to the headteacher for carrying out their leadership of the curriculum team efficiently and effectively.
3. Through our monitoring and evaluation cycle, teachers and other members of staff are expected to work efficiently with the curriculum leader to carry out their assigned responsibilities to the highest quality.
4. Curriculum leaders will be responsible for developing curriculum guidelines that have clear objectives and that sets out the knowledge, skills, understanding that the pupils need to acquire.
5. Curriculum leaders will monitor teachers' planning to ensure that its objectives for teaching and learning firmly rooted in the curriculum guidelines.
6. Where appropriate subject leaders will come together to plan cross curricular dimensions of the school curriculum.
7. Curriculum leaders will ensure that teachers use the curriculum learning objectives as the basis for assessing, recording and reporting pupils' achievement and progress.
8. Curriculum leaders will ensure that teachers differentiate their planning and provision to cater for all pupils in particular ensure children with special educational needs can access learning and progress well.
9. Curriculum leaders will advise teachers on an appropriate range teaching methods to enable all learners to learn effectively
10. Curriculum leaders will ensure that time, support staff and other resources, especially ICT are used effectively.
11. Curriculum leaders will ensure they review progress and engagement in their subject through interviews with school stakeholders, eg; pupils, staff, parents and visitors.

#### IMPLEMENTATION

All teaching staff (except for teachers on the Early Years Framework) have responsibilities for subject leadership. Some staff many have two or more subjects/ areas of learning for which they are responsible.

Subject leaders have a variety of roles and tasks within their remit as a way of developing practice across the school and raising standards.

These include:

- Attending courses and developing school practice as a result
- Developing the whole school curriculum for their subject
- Leading school based INSET on their subject
- Working with school based colleagues on a formal and informal basis
- Working with colleagues from the Local Authority
- Contributing to the schools' process of self-evaluation through accurate evaluation of their own subject area
- Developing Action Plans for subject development
- Monitoring standards of planning

- Monitoring teaching on an informal and formal basis
- Monitoring standards of achievement and account for them
- Work with Governors

## IMPACT

The work of curriculum leaders will ensure that all children benefit from an exciting, rich, broad, balanced, and differentiated curriculum that is matched appropriately to their ages, abilities and aptitudes. They will ensure that all learners are treated equally and given equal opportunities and access to the curriculum.

We also have a passion that our teachers will become experts in their field through planned and deliberate continuous professional development through independent study, research, cluster support, Local Authority or professional bodies.

Signed on Behalf of the Governing Body.....

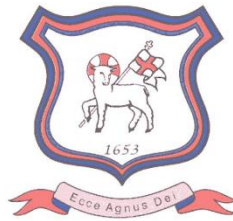
Adopted : May 2023

To be reviewed by 2025

**All aspects of our policy intends to comply within the Data Protection ( GDPR) legislation**

## Appendix 1

### Subject leader agreement document



## Subject leader roles and responsibilities Bretherton

### Core purpose

To provide professional co- ordination for a subject to secure high quality teaching , effective use of resources and improved standards of learning and attainment for all students.

- 1) Focus on Teaching and Learning
- 2) Teachers professional skills and judgement
- 3) Co ordinate, manage and develop subjects
- 4) Measure of impact and assessment for the subject
- 5) Leading, developing and enhancing the teaching practice of others.

### Focus on Teaching and Learning

- Develop and implement policies and practices for the subject which reflects the school's commitment to high achievement, effective teaching and learning.
- Ensure curriculum coverage, continuity and progression in the subject for all students including those of high ability and those with SEND.
- Establish and implement clear policies and practices for assessing, recording and reporting student achievement and for using information to recognise achievement and to assist students in setting targets to further improve work.
- Ensure effective development of students' literacy, numeracy and ICT skills through the subject.
- Set realistic expectations for homework ( if used) and ensure work is done to students best ability.
- Set expectations and targets for staff and students in relation to standard of achievement and quality of teaching. Establish clear targets for student achievement and evaluate progress and achievement on the subject by ALL pupils.
- Ensure that the teachers are aware of its contribution to students understanding of the duties , opportunities and responsibilities of being a good citizen.

### Teacher's professional skills and judgement

- To design and share assessment opportunities for the subject and use data effectively to identify students who are underachieving and where necessary create and implement action plans to support students.
- Establish a partnership with parents to involve them in their child's learning as well as providing information about curriculum, attainment, progress and targets.
- Establish staff and resource needs, allocate available subject resources within budget opportunities and allocate resources with maximum efficiency to meet the objectives of school.
- Deploy staff to ensure best use of subject and technical knowledge

- Ensure effective and efficient management of learning resources including ICT.

#### **Co ordinate, manage and develop subjects.**

- Establish a clear, shared understanding of the importance and role of subject leader in contributing to student's Spiritual, moral, cultural, mental and physical development and in life preparing students for the opportunities, responsibilities and experiences of later life.
- Analyse and interpret relevant national, local and school data to inform practice, expectations and teaching methods.
- Establish and maintain programmes of study and schemes of work with reference to National Curriculum requirements giving thought to cross curricular opportunities. Ensure the schemes are adequately differentiated to meet the needs of the students.
- Establish, with the involvement of staff, short, medium and longer term planning for the development of the subject to incorporate whole school themes and priorities, identify realistic and challenging targets for improvement in the subject, understood by all and are clear about the actions to take.
- Establish effective links within local community, including business and industry to extend the subject.
- Monitor progress made within action plans and use to guide further improvement.
- Ensure HT, Gobs are well informed about the subject policies, plans and priorities and subject related CPD and impact
- Explore opportunities to develop or incorporate new resources from wide range of sources within and out of school.
- Ensure that there is a safe working and learning environment in which risks are properly assessed.
- Create an effective and stimulating learning environment.
- Write yearly action plans and provide Governors with an in depth update of the plan, next steps, achievements, standards on termly basis.
- Meet with governors at least once a year to update them on subject improvements and impact.
- Keep up to date the web page as guide to parents and students including coverage, expectations, links to greater learning, photographs celebrating the subject, evidence of work and to highlight breadth of opportunities .E.G. a subject showcase.

#### **Measure of impact and assessment for the subject**

- Ensure students show sustained improvements in subject knowledge, understanding and skills in relation to prior attainment
- Ensure students understand the key ideas in their subject at a level appropriate to their age and stage of development.
- Ensure effective development of students individual and collaborative study skills necessary for them to become increasingly independent learners in and out of school.

#### **Leading, developing and enhancing the teaching practice of others.**

- Creates a climate which enables other staff to develop and maintain positive attitudes towards the subject and increase confidence in teaching it.
- Provide guidance on a choice of appropriate teaching and learning methods to meet the needs of students.
- Evaluate the teaching of the subject within school, use to analyse areas for improvement and take action to improve the quality of teaching.
- Establish clear expectations and constructive working relationships amongst staff, through team work and mutual support, and acceptance of accountability.

- Sustain own motivation and where possible, that of other staff.
- Audit training needs of staff
- Lead subject CPD
- Ensure that trainee and NQT are appropriately trained and supported in the subject
- Enable teachers to achieve expertise in the subject

Signed Teacher:

Subjects Co-ordinating:

Signed Head Teacher:

Date:



Headteacher : Mrs Alison Moxham

Chair of Governors : Mr T. G. Wilson

[www.brethertonschool.org.uk](http://www.brethertonschool.org.uk)