



ENGLEFIELD CE PRIMARY SCHOOL CURRICULUM SUBJECT LEADERSHIP POLICY

Sowing the seeds for a flourishing future

Purpose and Background

The purpose of this policy is to support the provision of a broad, balanced, progressive and stimulating curriculum which motivates our pupils to grow and flourish. To this end we are continuously developing the curriculum and other activities to meet the needs and aspirations of our pupils, acknowledging that every pupil is special in God's eyes. A key part of this is to develop the role of the curriculum subject leader as a powerful means of raising levels of engagement, attainment and enjoyment.

Roles and Responsibilities

The role of curriculum subject leaders is an important area for school development. A subject leader provides leadership and direction for their subject and ensures that it is managed and organised to meet the aims and objectives of the school and the subject. We see this role as:

- an important way of moving the school forward in terms of attainment and standards
- providing professional leadership and management of a subject to secure high quality teaching
- monitoring improved standards of learning and achievement for all pupils and the effective use of resources.

All teaching staff (except for ECTs) have responsibilities for subject leadership. All teaching staff have two or more subjects/areas of learning for which they are responsible. While the headteacher and governors carry overall responsibility for school improvement, a subject leader has responsibility for supporting their colleagues to secure high standards of teaching and learning in their subject as well as playing a major role in the development of school policy and practice. Throughout their work a subject leader ensures that practices

- improve the quality of education provided
- meet the needs and aspirations of all pupils
- raise standards of achievement in the school.

A subject leader plays a key role in supporting, guiding and motivating others in the curriculum subject, as well as evaluating the effectiveness of teaching and learning and progress to inform future priorities and targets for the subject. Although the subject leader will undertake a variety of monitoring activities, the headteacher will retain a larger proportion of that monitoring which requires direct classroom observation of teaching and learning.

Subject leaders must also support colleagues to ensure that vulnerable pupils, including those with SEND, are provided with appropriate adaptations to enable them to flourish in each subject.

Subject leadership forms part of teachers' performance management targets within the whole school performance management process.

Practice and Procedures

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 school's process of self-evaluation through accurate evaluation of their own subject area
- Developing action plans for subject development
- Monitoring planning for the subject in all classes
- Monitoring teaching, as appropriate
- Monitoring standards of achievement and analyse these
- Working with Governors

Subject Leaders should record their work in a consistent manner. This includes areas such as:

- Pupil attainment data and relevant target-setting
- Notes from lesson observations
- Notes from work sampling and scrutiny
- Pupil voice discussions / questionnaires
- Examples of children's work
- Analysis of the impact of action plans, including the SDP (School Development Plan)
- Links to other areas of the curriculum

In order to carry out their duties, subject leaders are given some directed staff meeting time and, when necessary, non-contact time. Time allocation 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. Subject leadership files are regularly monitored by the Head teacher as a means of developing the curriculum.

Management of policy

School:	This policy has been prepared by Governors and the Senior Leadership team. It will be implemented and managed by the Headteacher in liaison with staff.
Governing Body:	The Governing Body has delegated the oversight, review and update of this policy to its Development Committee
Approval:	Summer 2024
Next review due:	Summer 2026

Associated policies/documents

Subject Policies
Statutory Framework for the Early Years Foundation Stage
Safeguarding/Child Protection Policy
Special Educational Needs policy and Information Report
Equalities Statement
Health and Safety Policy
West Berks HR Policies