Job Description

Primary Standards and Curriculum Lead

Salary: Upper Pay Range (UPR 1–3)
Contract: Full Time
Reports to: Director of Primary Education
Location: Central office Helmingham, with regular travel between schools

Job Purpose

The Primary Standards and Achievement Lead will play a key role in securing excellence across the Trust's primary schools through rigorous evaluation, challenge, support and professional development.

The postholder will work alongside headteachers, senior leaders and subject leaders to monitor and improve the quality of education across all primary subjects, with a particular focus on:

- Pupil achievement and outcomes.
- Curriculum quality and implementation.
- Inclusive practice and SEND provision.
- Teaching, learning and assessment.
- Professional development and instructional coaching.
- Ensuring every child achieves highly regardless of background, disadvantage or need.

The role will contribute to the Trust's quality assurance framework and support schools in delivering outstanding educational experiences aligned with current Ofsted expectations regarding achievement, inclusion, curriculum and teaching.

Key Responsibilities

1. Standards and Achievement

- Monitor standards and pupil achievement across all primary subjects.

- Analyse attainment, progress and assessment information to identify strengths, trends and areas for development.
- Support school leaders in implementing effective strategies to raise attainment and close achievement gaps.
- Evaluate the effectiveness of interventions for disadvantaged pupils, SEND pupils and vulnerable groups.
- Produce visit reports regarding achievement, standards and school improvement priorities.
- Support schools in developing robust assessment systems that inform curriculum delivery and improve pupil outcomes.
- Promote consistently high expectations for all learners.

2. Curriculum Quality and progression

- Monitor the implementation and impact of the curriculum across all primary subjects.
- Evaluate curriculum intent, sequencing, progression and knowledge development from EY to KS2.
- Conduct curriculum reviews, lesson visits, book scrutinies and pupil discussions.
- Support subject leaders in developing ambitious and coherent curricula.
- Ensure curriculum provision meets the needs of all learners, including pupils with SEND and disadvantaged pupils.
- Share effective practice across Trust schools to strengthen curriculum delivery.
- Support schools in ensuring pupils know more, remember more and can do more over time.

3. Teaching and Learning

- Monitor the quality of teaching, learning and classroom practice.
- Identify and disseminate highly effective teaching strategies across the Trust.
- Support leaders in developing evidence-informed approaches to teaching and learning.
- Provide developmental feedback following reviews and monitoring activities.
- Work alongside leaders to improve consistency in classroom practice.
- Promote high-quality adaptive teaching which enables all pupils to access learning successfully.
- Work alongside leaders to improve pupils foundational knowledge
- Contribute to the design and delivery of Trust-wide professional development.

4. Inclusion and SEND

- Promote inclusive educational practices across all Trust schools.
- Monitor the educational experiences and outcomes of pupils with SEND.
- Evaluate the impact of provision for disadvantaged and vulnerable pupils.
- Support schools in removing barriers to learning and participation.
- Work collaboratively with SENDCOs and inclusion leaders to improve outcomes.
- Ensure equality of opportunity remains central to curriculum and teaching developments.
- Champion a culture of high expectations and belonging for all learners.

5. Quality Assurance and School Improvement

- Lead and participate in Trust quality assurance activities.
- Undertake school reviews, learning walks, deep dives and standards reviews.
- Conduct work scrutiny and moderation activities across all subjects.
- Validate school self-evaluation and improvement planning.
- Support schools in preparation for inspection and external review.
- Produce high-quality reports identifying strengths, priorities and recommended actions.
- Monitor progress against agreed improvement priorities.

6. Leadership Development

- Coach and mentor subject leaders and middle leaders.
- Support the development of leadership capacity across the Trust.
- Facilitate professional networks and communities of practice.
- Deliver training sessions and workshops.

Specific Monitoring Responsibilities

The Primary Standards and Achievement Lead will routinely:

- Scrutinise children's work across all primary subjects.
- Analyse curriculum progression and evidence of learning over time.
- Conduct pupil voice activities.
- Review assessment information.
- Observe learning activities and classroom culture.

- Monitor provision for SEND and disadvantaged pupils.
- Review the impact of curriculum implementation.
- Evaluate consistency between curriculum intent, implementation and outcomes.

Professional Responsibilities

The postholder will:

- Demonstrate exemplary teaching and classroom practice.
- Maintain credibility as a highly effective primary practitioner.
- Uphold Teachers' Standards at all times.
- Promote and safeguard the welfare of children.
- Maintain confidentiality and professional integrity.
- Work flexibly across all Trust schools.
- Undertake other duties reasonably commensurate with the grade and responsibility of the post.

Person Specification

Essential Qualifications

- Qualified Teacher Status (QTS).
- Degree or equivalent qualification.
- Evidence of successful continuing professional development.

Essential Experience

- Successful experience as an outstanding primary teacher.
- Leadership experience as a subject leader, phase leader, assistant headteacher, deputy headteacher or equivalent.
- Experience of raising attainment and improving outcomes.
- Experience of analysing achievement data.
- Experience of monitoring teaching, learning and curriculum quality.
- Experience of supporting colleagues to improve practice.
- Experience of working with SEND and disadvantaged pupils.

Essential Knowledge

- Strong understanding of the Ofsted Education Inspection Framework.
- Strong understanding of curriculum design and progression.
- Knowledge of effective assessment practices.
- Knowledge of evidence-informed teaching approaches.
- Understanding of inclusion, SEND and adaptive teaching.
- Understanding of primary school accountability measures.

Essential Skills

- Excellent communication and interpersonal skills.
- Ability to analyse information and identify priorities.
- Strong report-writing skills.
- Ability to coach, challenge and support leaders effectively.
- Ability to build positive professional relationships.
- Ability to work independently across multiple school settings.

Key Performance Indicators

The successful postholder will contribute towards:

- Improved pupil achievement across Trust schools.
- Reduced attainment gaps for disadvantaged and SEND pupils.
- Improved curriculum implementation.
- Stronger evidence of learning over time in pupils' work.
- Increased effectiveness of subject leadership.
- Improved quality assurance outcomes.
- Positive inspection outcomes and external review findings.
- Increased consistency in teaching and learning across the Trust.

Salary

This post is paid on the **Upper Pay Range (UPR 1–3)** and includes substantial trust-wide responsibility for standards, achievement, curriculum progression and school improvement across multiple schools. Travel between Trust schools is an essential requirement of the role.