

Job Description: Post Title: Forest School Leader
Responsible to: Headteacher

The school Teacher's Pay and Conditions Document gives details of the role and professional responsibilities of teachers. This job description is set within that framework and on the National Standards for Qualified Teachers and is aligned with teachers expectations for Performance Management.

Responsibilities	Key Tasks	Task Evidence
Teaching Responsibility	<ul style="list-style-type: none"> Plan and prepare lessons to meet the needs of all pupils. Use teaching time and resources effectively to promote learning objectives. Use appropriate organisation for curriculum objectives. Set appropriate, differentiated/challenging work and monitor completion. Record and report on the progress and attainment of pupils. 	Planning Lesson observations.
Pastoral Care and Supervision	<ul style="list-style-type: none"> Maintain an ordered and disciplined working atmosphere in lessons. Provide guidance to pupils on social and behavioural issues. Supervise pupils in lessons, breaks, moving around the school, and off site. 	Lesson observations. Planning file & behaviour log.
Communication and Liaison	<ul style="list-style-type: none"> Inform parents/staff of forest school curriculum plans. Provide information for SLT, Governors & educational agencies as appropriate. Promote Forest School activities on school's social media Work in partnership with support staff and provide clear guidance for class helpers which promotes learning objectives. 	Communication to parents/staff/stakeholders.
Performance Management & Training	<ul style="list-style-type: none"> Attend agreed professional development courses as required Participate in school performance management. Proactive role in keeping PM file containing suitable evidence for teaching standards. 	Training record.
Curriculum & Management Duties	<ul style="list-style-type: none"> Draw up and review, as necessary, with staff and governors, the curriculum maps, schemes of work and policies for Forest School/Character Education. Set up resource areas and manage a curriculum budget if required. Monitor planning for the provision of vulnerable groups Monitoring quality and standards. Contributing to school planning and self-evaluation. Providing professional support to other teachers and support staff. Lead appropriate professional development sessions. 	Scheme of work/curriculum. Action plan Leader monitoring Subject portfolio.

