



## **Job Description – Accelerated Learning Provision Lead**

**Reports to:** Assistant Head with responsibility for ALP

**Department:** Edison Team

**Work Pattern:** Term time plus two INSET days

### **Purpose of the post:**

The post holder is responsible for leading the Accelerated Learning Provision (ALP) within the school. ALP tutors are responsible for small group tutoring and support students largely, but not exclusively, in English, maths and science. This is a form of intensive catch-up tutoring, and students receive this tutoring in addition to their usual lessons in these subjects.

### **Core Responsibilities:**

- Lead the planning, management, operation and evaluation of each student's accelerated learning provision (ALP), liaising with subject leads and teachers to ensure gaps are targeted in the tutoring sessions.
- Work in collaboration with the Assistant Head – Inclusion to identify, coordinate and implement the most appropriate ALP for each individual.
- Work in partnership with subject tutors, students, parents/carer to roll out appropriate ALPs.
- Track and monitor the progress of all students completing ALP by completing termly impact reports.
- Support key students under the ALP on a daily basis, as needed.
- Support the subject tutors delivering ALPs to small groups of students.
- Provide a positive, safe learning environment that enables students with particular barriers to achieve.
- Have high expectations of all students and staff and motivate the hardest to reach students and ensure a high level of engagement in all tutoring sessions.
- Instil a culture of hard work and ambition.

### **Other Responsibilities:**

- Lead and coordinate ALP tutors.
- Induct all new ALP tutors, in liaison with the HR Manager, the Office Manager and the Director for Operations, to ensure they understand their full responsibilities.
- Oversee the work of ALP tutors, preparing and issuing them with timetables.
- Ensure high levels of engagement in all tutoring sessions.
- Review and evaluate all aspects of the ALP to ensure maximum efficiency, and enable good learning and progress.
- Deliver elements of the ALP.
- Organise and deploy staff to deliver aspects of the ALP as appropriate.

### **Other Responsibilities:**

To undertake such other duties as may be required from time to time commensurate with the level of the post. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job.

The school's aims and CHARACTER values will shape the way you carry out these responsibilities.

Denefield School is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment.



This job description details responsibilities but is not prescriptive and does not direct any particular priorities or amount of time to be spent carrying out the duties. It is not necessarily a comprehensive definition of the post. This job description may be subject to amendment in order to meet the changing needs of the school, following appropriate consultation.