

**Slade Primary School**

**School Led Tutor**

**Job Description**

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| **POST TITLE:** | School Led Tutor |
| **REPORTS TO:** | Deputy Headteacher |
| **GRADE & HOURS:** | To be discussed at Interview |

**Main purpose of the role:**

* To improve the achievement and attainment of identified pupils at Slade Primary School in KS1 and KS2

**Main Responsibilities:**

* Work alongside the class teacher to identify the main gaps in pupil’s understanding in Reading, Writing and Maths
* Plan personalised intervention sessions for pupils in order to ensure the gaps in learning are closed and consolidated
* Deliver engaging tutoring sessions in either small groups or 1:1
* Maintain high standards of learning and pupil conduct
* Assess and evaluate the progress of students being tutored
* Maintain and develop the ethos and values of the school
* Implement school policies and procedures

**Specific Responsibilities:**

* Ensure tutoring sessions are planned, prepared and delivered to cater for pupils of all abilities and backgrounds whilst ensuring individual pupil progress
* Employ a variety of teaching methods appropriate to the age and ability of each individual pupil
* Research the relevant subject material, and utilise a range of teaching methods
* Be accountable for pupils’ attainment, progress and outcomes
* Use relevant data to monitor progress, set targets and plan subsequent sessions