



**Subject leader for PSHE Y7 - 13**  
**PSHE, incorporating Citizenship and CEIAG**

**Responsible to Assistant Headteacher, Personal Development**

- To be aware of curriculum developments in PSHE and Citizenship, including National Curriculum requirements where relevant and to advise the Assistant Headteacher (Personal Development) on matters relating to PSHE and Citizenship and its place in the curriculum
- To be responsible for the development of a well sequenced and ambitious curriculum for all
- To develop schemes of learning and resources to enable the effective delivery of PSHE across all key stages
- To coordinate targeted workshops as required, to ensure curriculum requirements are met
- To monitor the provision of cross-curricular Citizenship through regular subject audits
- To work closely with teachers of PSHE and the Assistant Headteacher for Teaching and Learning to ensure the curriculum is being effectively delivered, in line with the whole school Teaching and Learning Policy
- To lead on lesson observations, monitoring and work scrutiny in line with the whole school QA process
- To undertake regular stakeholder voice activities to inform future planning
- To coordinate work related learning/enterprise days and activities to provide a range of opportunities for students to learn about the world of work, working closely with the Assistant Headteacher for CEIAG
- To review and monitor all internal assessments and mark schemes in line with the school Assessment, Recording and Reporting policy and to ensure the assessment of Citizenship fulfils the requirements of the National Curriculum
- To manage resources and capitation
- To liaise regularly with the Director/Assistant Director of Sixth Form to ensure the PSHE curriculum is being effectively delivered at KS5.

- To liaise with appropriate outside agencies and organise safe and effective contributions to the PSHE programme
- To ensure that all relevant school policies are kept up to date
- To ensure that parents and carers are kept informed as regards the contents of the PSHE programme, with specific reference to RSE and health education
- To ensure the information on the school website is up to date
- To inspire an enthusiastic and committed approach to teaching PSHE and Citizenship
- To make a significant contribution to whole school Personal Development
- To provide CPD opportunities as appropriate to ensure the PSHE curriculum is the best it can be
- Any other duties relevant to the role and commensurate with the grade of the post