

JOB DESCRIPTION ENGLISH TEACHER

Responsible to: Head of English and Head of Year (as appropriate)

Responsible for: The delivery of high-quality lessons and the achievement, standards, safety and the well-being of students in their care

Salary Scale: MPS/UPS

The job description should be read alongside the range of professional duties of teachers as set out in Part XII of the Teachers' Pay and Conditions Documents, sections 48-50. The post holder will be expected to undertake duties in line with the professional standards for qualified teachers.

Responsibilities and Actions

Teaching and Learning

- To have high expectations of students and build successful relationships centred on teaching and learning.
- To establish a purposeful learning environment where diversity is valued, and where students feel safe, secure and confident.
- To teach clearly structured lessons and sequences of work which interest and motivate students, making learning objectives clear, challenging and relevant, and by using interactive teaching methods and collaborative group work.
- To promote active and independent learning that enables students to develop thinking and learning skills to plan and manage their own learning.
- To teach the required or expected knowledge, understanding and skills relevant to the curriculum for students in their age range.
- To adapt teaching and learning to meet the needs of all students across all ability ranges to ensure inclusivity.
- To organise and manage teaching and learning time effectively.
- To set high expectations for students' behaviour and to establish a clear framework for classroom discipline in line with the school policy.
- To manage students' behaviour assertively, constructively and positively promoting self-control and independence.
- Use ICT effectively in the delivery of teaching and learning.
- To provide homework and other independent work which consolidates and encourages students to learn.
- To work collaboratively with other professionals in the school to enhance students' learning.
- To work collaboratively with Teaching Assistants to ensure our SEND students make progress in line with the minimum expected targets.

Monitoring and Assessment

- To make appropriate use of the school's monitoring and assessment strategies to evaluate students' progress towards planned learning objectives.
- To use monitoring and assessment information to inform and improve planning, teaching and learning.
- To monitor and assess the effectiveness of assessments to provide immediate and constructive feedback to support students' as they learn.
- To involve students' ability to reflect on, evaluate and improve their own performance and progress.

- To assess students' progress accurately against published mark schemes and internal assessment criteria.
- To identify and support students with differing levels of abilities and SEND needs.
- To record students' progress and achievements systematically, providing data to key stakeholders on the progress of their work and attainment over time in order to inform planning.
- To report on students' attainment and achievement to parents, carers, other professionals and students as appropriate.
- To be aware of, and comply with, policies and procedures relating to child protection, health and safety, confidentiality and data protection reporting all concerns to an appropriate person.

Planning, Development and Coordination

- To set ambitious learning objectives to and lesson sequences to support students to achieve in line with their minimum target grades.
- To work within the curriculum area to develop curriculum plans and resources collaboratively with colleagues.
- To prepare and select resources that take into account the students' interests and learning needs, with the help of support staff where appropriate.
- To plan for, as well as effectively lead and manage, the deployment of support staff within lessons in order to support students' learning.
- To use data to plan for the personalisation of students' learning in order to support and extend the progress of every learner.
- To contribute to all meetings and events including CPD, department development time and tutor briefings, as directed.
- To plan opportunities for students to learn in out of school contexts.
- To develop long, medium and short term plans in accordance with the school's policy and procedures within the required deadlines.
- To contribute to the review of the Department Improvement Plan in conjunction with the Head of Department.
- To contribute to and lead CPD opportunities within the subject area to promote the sharing of excellent practice.

Other duties relevant to this post

- To attend and participate in regular meetings as calendared.
- To participate in training, CPD and other learning activities as required, including participation in the school's appraisal cycle.
- To be a Form Tutor and take responsibility for the pastoral care and support of a group of students in accordance with the school aims and policies.
- To provide cover for staff, when required, under national conditions and parameters outlined by workforce reform.
- To be a member of a duty team.

The above duties are not exhaustive and the post holder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Senior Leadership Team.

This job description will be kept under review and may be amended via consultation with the individual, Governing Body and/or Senior Leadership Team as required.