



Job Title: Teacher

Salary: Main Pay Scale

Job Purpose: To ensure all students achieve expected targets through delivery of high quality teaching and learning, alongside effective monitoring, assessment and target setting

Responsible to: Head of Faculty

As a teacher on the main scale at Hertswood you will be required to:

Knowledge and Understanding

- Have a detailed knowledge of the relevant aspects of the students' National Curriculum and other statutory requirements at a standard equivalent to degree level to enable you to teach confidently and accurately at KS3, KS4 and Post-16
- Have a secure knowledge and understanding of your specialist subject, including level descriptors and KS 4 and Post-16 examination specifications and courses
- Understand progression across Key Stages in your specialist subject
- Cope securely with subject-related questions which students raise and know about students' common misconceptions and mistakes in their specialist subject.

Planning and Setting Expectations

- Plan effectively to ensure that students have the opportunity to meet their potential, notwithstanding differences of race and gender, and taking account of the needs of students who are underachieving, very able, or not yet fluent in English, making use of relevant information and specialist help where available.
 - Plan effectively, where applicable, to meet the needs of students with Special Educational Needs and, in collaboration with the SENCO, make an appropriate contribution to the preparation, implementation, monitoring and review of Individual Education Plans.
- Take account of ethnic and cultural diversity to enrich the curriculum and raise achievement. Identify clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter and the students being taught.
- Set appropriate and demanding expectations for students' learning and motivation. Set clear targets for students' learning, building on prior attainment

Teaching and Managing Student Learning

- Ensure effective teaching of whole classes, groups and individuals so that teaching objectives are met, momentum and challenge are maintained, and best use is made of teaching time.
- Use teaching methods including a variety of differentiation strategies which keep students engaged, including stimulating students' intellectual curiosity, effective questioning and response, clear presentation and good use of resources.
- Set high expectations for students' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships.
- Set appropriate and challenging targets using prior attainment and assessment information
- Secure a good standard of student behaviour in the classroom by establishing appropriate rules and high expectations of discipline which students respect; act to pre-empt and deal with inappropriate behaviour in the context of the behaviour policy of the school
- Teach your subject at Key Stages 3, 4 and Post-16



Assessment and Evaluation

- Assess how well learning objectives have been achieved and use this assessment for future teaching.
- Assess and record students' progress systematically, including focused observation, questioning, testing and marking, using the national and departmental guidelines
- Mark and monitor students' class and homework providing constructive oral and written feedback, setting targets for students' progress.
- When applicable, understand the demands expected of students in relation to the National Curriculum, KS4 and post-16 courses
- Recognise the level that a student is achieving and make accurate assessments independently, against attainment targets, where applicable, and performance levels associated with other tests or qualifications relevant to the subject taught.

Student Achievement

- Set clear targets for improvement of students' achievement, monitor students' progress towards those targets and use appropriate teaching strategies in the light of this, including, where appropriate, in relation to literacy, numeracy and other school targets.
- Be committed to ensuring that every student is given the opportunity achieve their targets

Relationship with Parents and the Wider Community

- Know how to prepare and present informative reports to parents.
- Recognise that learning takes place outside the school context and provide opportunities to develop students' understanding by relating their learning to real and work-related examples.
- Understand the need to liaise with agencies responsible for students' welfare.
- Liaise effectively with students' parents/carers through informative oral and written reports on students' progress and achievements, discussing appropriate targets, and encouraging them to support their children's learning, behaviour and progress.

Managing own Performance and Development

- Understand the need to take responsibility for your own professional development and to keep up to date with research and developments in pedagogy and in the subjects you teach.
- Understand your professional responsibilities in relation to school policies and practices.
- Set a good example to the students you teach in your presentation and your personal conduct.
 - Evaluate your own teaching critically and use this to improve your effectiveness.
- Take responsibility for implementing school policies and practices, including those dealing with bullying and racial harassment.
- Take responsibility for your own professional development, setting objectives for improvements, and taking action to keep up-to-date with research and developments in pedagogy and in the subject, you teach.

Managing and Developing staff and other adults

- Establish effective working relationships with professional colleagues including, where applicable, associate staff.
- Where applicable, deploy support staff and other adults effectively in the classroom, involving them, where appropriate, in the planning and management of students' learning



Managing Resources

- Select and make good use of textbooks, ICT and other learning resources which enable teaching objectives to be met.

Other Professional Requirements

- Be committed to the safeguarding and promotion of the welfare of children and young people
- Have a working knowledge and understanding of the teachers professional duties
- Attend and participate in school meetings
- Be a form tutor / academic mentor and to carry out the related duties
- Take an active part in the school enrichment programme
- To undertake any other duty as specified by School Teachers Pay & Conditions Document (2011) not mentioned above

This job description sets out the duties of the post at the time it was drawn up. Such duties may vary from time to time without changing the general character of the duties and the level of responsibility entailed. Such variations are a common occurrence and cannot themselves justify a reconsideration of the grading of the post.

Hertswood is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Successful applicants for people working with children and young people will need to undertake an enhanced Disclosure and Barring (DBS) service check