

Job Title:	Teacher
Responsible to:	Head of Department
Hours of Work:	Full time hours (part time to be negotiated if requested)
Line Management of:	N/A

Purpose of post

- Be responsible for the teaching, learning and achievement of all students in the class/es ensuring equality of opportunity and access to high quality teaching for all
- Be responsible and accountable for achieving the highest possible standards in teaching and learning and conduct/behaviour
- Treat students with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position
- Work proactively and effectively in collaboration and partnership with students, parents, colleagues, governors and external agencies in the best interests of the students
- Act within statutory framework, which sets out teachers' professional duties and responsibilities in the duties outlined in the current School Teachers Pay and Conditions document and current Teachers Standards
- Take responsibility for promoting and safeguarding the welfare of students within the school

Principle Responsibilities:

All teachers are required to carry out the duties of a school teacher as set out in the current Schools Teachers Pay and Conditions document. Teachers should have due regard to the current Teachers Standards. Teachers performance will be assessed against the current Teacher Standards as part of the appraisal process as relevant to their role in school

Teaching

- Have a deep knowledge of our Teaching and Learning approach, policy and procedures, implementing these consistently and effectively
- Have a deep and secure understanding of the subjects you teach and the way in which students learn and apply this to your planning and teaching
- Consistently deliver high quality teaching and learning for lessons in all subjects that you are timetabled to teach, as appropriate to the needs of the school
- Deliver the curriculum as relevant to the age and ability/groups/subjects that you teach, in line with curriculum plans adapted appropriately for your students
- Be responsible for the preparation and development of teaching materials, curriculum and lesson planning and pastoral arrangements as appropriate
- Be accountable for the and attainment, progress and outcomes of the students you teach
- Be aware of student's capabilities and needs, their prior knowledge and plan teaching appropriately to build on these, demonstrating knowledge and understanding of how students learn
- Have a clear understanding of the needs of all students including those with special education needs; EAL; disabilities and be able to use and evaluate distinctive teaching approaches to engage and support them

- Demonstrate an understanding of and take responsibility for promoting high standards of literacy and oracy, including the correct use of spoken English (whatever subject you teach)
- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for students of all backgrounds and abilities, monitoring students progress and levels of attainment
- Make accurate and productive use of assessment to secure students' progress
- Give students regular feedback, both orally and through accurate marking and encourage students to respond to the feedback, reflect on progress and to take a responsible and conscientious attitude to the own work and study
- Use relevant data to monitor progress, set targets and plan subsequent lessons
- Set home learning and plan other out of class activities to consolidate and extend the knowledge and understanding students have acquired as appropriate
- Participate in arrangements for examinations and assessments within the remit of the school teachers pay and conditions document

Behaviour and safety

- Establish a safe, purposeful and stimulating environment for students rooted in mutual respect
- Follow the school policy on behaviour using praise, corrections and rewards consistently and fairly
- Manage classes effectively using approaches which are appropriate to students needs in order to inspire, motivate and challenges students
- Maintain good relationships with students, exercise appropriate authority and act decisively when necessary
- Be a positive role model and demonstrate consistently positive attitudes, values and behaviours, which are expected of students
- Have high expectations of behaviour promoting self-control and independence of all learners
- Be responsible for promoting and safeguarding the welfare of students within the school, raising any concerns with the school guidelines and policies.

Team working and collaboration

- Participate in relevant meetings/CPD opportunity at the the school which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies
- Fulfil the role of tutor, as required and take responsibility for effective use of tutor time and appropriate support of tutees
- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practices with the team
- Ensure the colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil
- Take part as required in the review, development and management of the activities relating to the curriculum, organisational and pastoral functions of the school
- Cover for absent colleagues within the remit of the current School Teachers Pay and Conditions document

Fulfil wider professional responsibilities

- Work collaboratively with others to develop professional relationships
- Communicate effectively with parents using school processes as appropriate
- Communicate and cooperate with relevant external bodies
- Make a positive contribution to the wider life and ethos of the school
- Participate in and carry out administrative and organisational tasks within the remit of the current School Teachers Pay and Conditions document
- Regularly review the effectiveness of your teaching and assessment procedures and its impact on students' progress, attainment and wellbeing refining your approaches where necessary responding to advice and feedback from colleagues
- Be responsible for improving your teaching through independently seeking and engaging in appropriate professional development and by participating fully in training and development opportunities identified by the school or as an outcome of your appraisal

Other

- Have professional regard for the ethos, policies and practices of the school and maintain high standards in your own attendance and punctuality
- Perform any other reasonable duties as requested by your Subject Lead or SLT
- Be aware of and comply with policies relating to safeguarding/child protection, health and safety, confidentiality, GDPR and data protection, undertaking training as required.
- To maintain confidentiality at all times in respect of school-related matters and to prevent disclosure of confidential or sensitive information.

This job description sets out the duties of the post at the time it is drawn up; it will be reviewed regularly and may be subject to amendment or modification at any time after consultation with the post holder.

It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties. The postholder may be required to carry out appropriate duties within the context of the job, skills and grade.

The Headteacher/SLT may vary the duties from time to time without changing their general character or the level of responsibility entailed.

The school is committed to safeguarding and promoting the welfare of students, and requires all staff to share this commitment. Thus an enhanced, in date, DBS disclosure will be required for all staff and volunteers as appropriate to their post.