

## JOB DESCRIPTION

# Teacher of English

Full Time Permanent Post

**Start: September 2024**

**RESPONSIBLE TO:** Head of English

## INTRODUCTION

This job description should be read in conjunction with the current School Teachers' Pay and Conditions document and the provisions of that document will apply to the post holder.

The performance of all the duties and responsibilities shown below will be under the reasonable direction of the Headteacher; and the Deputy Headteacher, or other Senior Manager if appropriate, will be mindful of his/her duty to ensure that the employee has a reasonable workload and sufficient support to carry out the duties of the post.

This job description will be reviewed as least annually and any changes will be subject to consultation. The school's Grievance procedure will be used to resolve any dispute arising out of the job description. Other relevant policies may be the County Council's Stress at Work Policy and the Dignity at Work Policy.

King Alfred's is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

## GENERAL DUTIES

You will be expected to carry out the professional duties of a teacher as outlined in the School Teachers' Pay and Conditions document currently in operation, or any subsequent legislation.

### Teaching and Learning

1. Plan, prepare and deliver high quality lessons to students at some or all of Key Stages 3, 4 and 5.
2. Accurately assess and report on progress and any concerns to line manager and parents.
3. Contribute to curriculum development work
4. Ensure that lessons are inclusive and meet the needs of all students



## **PASTORAL CARE:**

1. To provide high quality pastoral care as a tutor to a group of students in one year group.
2. Contribution to the wider aims of the Academy.
3. To engage with and deliver the broad extra curricula experience offered to the students of the Academy

## **GENERAL RESPONSIBILITIES**

**All staff employed by King Alfred's Academy are expected to work within the following policies and procedures:**

### **Safeguarding:**

Ensure that all Child protection policies are adhered to and concerns are raised in accordance with these policies

### **Health and Safety:**

Taking appropriate responsibility for one's own health, safety and welfare and the health and safety of pupils, visitors and work colleagues in accordance with the requirements of legislation and locally-adopted policies; including taking responsibility for raising concerns with an appropriate manager.

### **Security and data protection:**

Work within the confines of the Data Protection Act and to take appropriate measures to ensure the security and confidentiality of data.

## **SELECTION CRITERIA**

The successful candidate will:

- Be capable of teaching English across Key Stages 3 and 4 with the possibility of Key Stage 5 for a suitably experienced candidate.
- Enjoy working with and inspiring young people and be able to make and maintain relationships with the full ability range of our students.
- Be passionate about English and work collaboratively as a member of the Faculty.
- Be committed to engaging in continued professional learning.
- Be able to communicate effectively with staff, parents and students.
- Be willing to contribute to the wider life of the Academy.

Selection will be on the basis of the application form, interview process and specimen lesson, and satisfactory references.

**N.B. As part of our commitment to safeguarding children, the current/most recent employer of each shortlisted candidate will be asked to provide a reference prior to interviews being held.**

King Alfred's is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. All post holders in regulated activity are subject to appropriate vetting procedures and a satisfactory Enhanced Disclosure and Barring Service check.

All staff are expected to promote fundamental British values.