



Ensuring Excellence

Job Description for a Teacher	
Purpose:	<ul style="list-style-type: none"> To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate To monitor and support the overall progress and development of students as teacher/Form Tutor To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential To contribute to raising standards of student attainment To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.
Reporting to:	HOD
Responsible for:	The provision of a full learning experience and support for students
Liaising with:	SLT, OLT, HODs, HOYs, teaching/support staff, external agencies and parents
Principal (Core) Responsibilities	
Operational/ Strategic	<ul style="list-style-type: none"> To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the curriculum area To contribute to the curriculum area School Plan and its implementation To plan and prepare courses and lessons To contribute to the whole school's planning activities
Teaching, Learning and Curriculum:	<ul style="list-style-type: none"> To assist the HOD, DL to ensure that the curriculum area provides a range of teaching which compliments the school's strategic objectives. To assist in the process of curriculum development and change so as to ensure continued relevance to the needs of students, examining and awarding bodies and the school's aim.
Staff	<ul style="list-style-type: none"> To take part in continuous professional learning, utilising the school's SSE processes. To maintain good subject knowledge and an awareness of excellent, current practice in teaching. To engage actively in the Performance Management and Review Process To ensure the effective and efficient deployment of classroom support To work as a member of designated teams(s) and to contribute positively to effective working relations within the school
School Self Evaluation	<ul style="list-style-type: none"> Support the HOD/DL and other post holders in meeting the expectations described in the School Self Evaluation handbook, including reporting procedures and deadlines.
Communications	<ul style="list-style-type: none"> To communicate effectively with the parents of students as appropriate Where appropriate communicate and work with persons or agencies outside the school To maintain appropriate student records To complete relevant documentation in support of student tracking

		<ul style="list-style-type: none"> To track student progress and use information to inform teaching and learning, engaging with whole school assessment, recording and reporting procedures (including consultations)
Resources		<ul style="list-style-type: none"> To work productively with the HOD to ensure effective ordering and management of resources
Student Guidance		<ul style="list-style-type: none"> To be a Form Tutor To promote the general progress and well-being of individual students and of the Tutor Group as a whole Under the leadership of the HOY, ensure implementation of the school's pastoral and guidance systems. To register students, and encourage their full engagement in all aspects of school life. To contribute to the teaching of PSHE in line with school policy and work with the HOY to plan an appropriate differentiated PSHE curriculum. To apply behaviour for learning systems so that effective learning can take place. To follow best practice in all practice associated with Child Protection and safeguarding Keep skills and knowledge up to date with regard to Child protection and safeguarding To liaise with other staff as appropriate, in response to problems experienced by students across the curriculum. To play a central role in managing the learning of students in the Tutor Group, particularly with reference to effective implementation of Mentoring systems and procedures. This will include regular formal and informal 1:1 to review academic and social progress
Other Specific Responsibilities		<ul style="list-style-type: none"> Comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description Contribute to a adopt school Health and Safety Policy and practice This job description may be changed by the Headteacher in consultation with you to reflect or anticipate changes in the job commensurate with the grade and job title.