

POST: TEACHERS

Responsible to: Head of Primary and Secondary

Main Tasks:

- To carry out the professional duties of a qualified school teacher, namely:
- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to assist in the development of the curriculum and policies.
- To monitor and support the overall progress and development of pupils as a teacher/tutor.
- To facilitate and encourage a learning experience which gives pupils the opportunity to achieve their potential and personal growth.
- To contribute to raising standards throughout the school.
- To contribute to whole school planning activities.
- To undertake school duties as required.
- To participate in the school's extra-curricular programme.
- To participate in all areas of the curriculum, including IT, Drama, Music, PE and Swimming.

Planning, Teaching and Classroom Management

- To secure and sustain effective learning of the relevant subjects for individuals, groups and classes. Develop the quality of teaching, assess the standards of pupils' achievements and set targets for improvement.
- Monitor student progress.
- Use a variety of teaching strategies to communicate clear objectives and expectations.
- Recognise achievements and make accurate assessments.
- Plan effectively taking account of the needs of all individuals.
- Take account of ethnic and cultural diversity to enrich the curriculum.
- To maintain high standards of discipline.
- Liaise with parents/guardians.
- To ensure that ICT, literacy, numeracy and subject specialisms are included in the learning experiences of all pupil.

Professional Development

- To take responsibility for own professional development, setting objectives, keeping up to date with developments in the subjects taught.
- To take part in the school's professional development programme.

Staff/Resources

- Work as a member of a team sharing expertise, ideas and information.

- Deploy other adults effectively in the classroom involving them, where appropriate, in the planning and management of pupils' learning.
- To support, develop and monitor the work of other adults in the area/classroom.
- To develop, share, monitor and control resources within the teaching area.

Pastoral

- To be a tutor/teacher to an assigned group.
- To promote the progress and well-being of the students in the group.
- To contribute to the development, implementation and review of the school's pastoral systems.
- To keep up to date records, as required.
- To communicate with parents/staff when concerned about individual students.

School Ethos

- To play a full part in the life of the school and to support its mission.
- To be concerned about health, safety and well-being of all in the school community.

This job description does not necessarily detail each individual task of the job. The duties may be amended from time to time without changing the general character of the duties or the level of responsibility involved.