**West SILC – *Working in Partnership to Make a Difference***

*We aim for all our students, irrespective of social class, age, gender, ability, religion, race or creed to:*

* + - *Develop confidence, independence and self esteem.*
    - *Actively contribute to their own learning.*
    - *Develop respect for themselves and others.*
    - *Enjoy and achieve their full potential.*

*We believe that all learners should have the opportunity to work and play alongside their mainstream peer group.*

**Job Title:** TEACHER Main Scale / UPS + Minimum SEN allowance

*The following information is provided to assist teaching staff to understand and appreciate the work content of their post and the role they are to play in school. However, the following points should be noted:*

*The job description is to be performed in accordance with the provisions of the School Teachers' Pay*

*and Conditions Document and the Conditions of Employment section relevant to the Post.*

*The details set out below describe the main duties and responsibilities relating to the post; however a*

*document such as this does not permit every item to be specified in detail, nor does it direct the particular amount of time to be spent in carrying them out, and no part of it can be so construed. In allocating time to the performance of duties and responsibilities the post-holder must use Directed Time in accordance with the school's Directed Time Policy.*

## 

**Vision:**

To contribute to the overall ethos/work/aims of the school, developing the SILC into a centre of excellence and expertise within the West wedge

**1. PRIMARY PURPOSE:**

* To facilitate and encourage learning which enables students to achieve high standards; to share and support the corporate responsibility for the well-being, education and discipline of all pupils
* To teach pupils within the SILC on any of its sites and carry out such other associated duties as are reasonably assigned by the Principal
* To inspire trust and confidence in pupils and colleagues;
* To build team commitment with colleagues and in the classroom engage and motivate pupils;
* To demonstrate analytical thinking - improve the quality of pupils' learning contribute to the school improvement / development planning and promote the learning priorities of the school SDP;
* To contribute to the development and / or implementation of school policies;
* To use the performance management process to advance pupil learning and enhance professional practice in line with the school's aspirations and priorities;
* To take a lead for an area of the post 16 curriculum and develop plans which identify clear targets and success criteria for development and / or maintenance;
* Promote the wider aspirations and values of the school.

**2. RELATIONSHIPS:**

* To be responsible to the Principal in all matters
* To interact on a professional level with colleagues and maintain productive relationships with them in order to improve the quality of teaching and learning in the school and to meet pupils' pastoral needs
* To be responsible for the supervision of the work of classroom assistants as required
* To liaise effectively with parents and Governors
* To liaise effectively with other professionals such as SALT, Physio, OT etc.

**3. PRINCIPLE RESPONSIBILITIES:**

**Planning, teaching and class management - To:**

Teach allocated pupils by planning their teaching to achieve progression of learning through:

* identifying clear teaching objectives and specifying how they will be taught and assessed
* setting tasks which challenge pupils and ensure high levels of interest and making best use of available time
* an awareness of pupils‘ special needs

Use a variety of teaching methods to:

* match approach to content, structure and key ideas
* select appropriate learning resources and develop additional skills through ICT and other sources
* encourage pupil participation
* give every child the opportunity to reach their potential and meet high expectations

In addition:

* understanding and applying effective classroom management
* maintaining high levels of behaviour and discipline;
* demonstrating appropriate consistent progress

- across all teaching

- across all spectrums of background, ability and behaviour that compares favourably with pupils in similar settings

**Monitoring, assessment, recording, reporting - To;**

* assess how well learning objectives have been achieved and use them to improve specific aspects of teaching
* mark and monitor pupils' work
* set targets for raising achievement among pupils
* assess and record pupils progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is working
* report on progress to all stakeholders

**Pastoral responsibilities:**

* be a form tutor to an assigned group of students
* promote the general progress and well-being of individual pupils and of the Form Tutor Group as a whole
* encourage their full attendance at all lessons and their participation in other aspects of school life
* contribute to the preparation of individual education, behaviour and assessment plans and portfolios and other reports
* alert staff to problems experienced by pupils and make recommendations as to how these may be resolved
* communicate, as appropriate, with parents of pupils and persons or bodies outside the school concerned with the welfare of individual pupils, after consultation with appropriate staff

**Curriculum Area – to be agreed**

* co-ordinating activities and resources within your curriculum area
* supporting colleagues in the delivery of your curriculum area
* working with others to plan, review and co-ordinate work
* staying up to date with changes and developments in your area

**Other professional requirements, to:**

* have a working knowledge of teachers' professional duties and legal liabilities
* operate at all times within the stated policies and practices of the school
* establish effective working relationships and set a good example through their presentation and personal and professional conduct
* adhere to the schools Child Protection Policy as it relates to your post
* contribute to the corporate life and pastoral responsibilities of the school through effective participation in meetings and management systems necessary to coordinate the management of the school
* take responsibility for their own professional development and duties in relation to school policies and practices
* contribute positively and effectively to the Every Child Matters agenda
* undertake professional development to enhance teaching and pupils' learning, and apply outcomes and identify impact as well as share outcomes with colleagues
* to ensure that they are up to date with current educational issues and practice
* liaise effectively with parents and governors
* take on any additional responsibilities which might from time to time be determined.

**Specific work:**

**Entitlement**

The Principal and governing body are fully committed to ensuring the professional effectiveness in this role through:

* the provision of PPA time;
* support for the provision of professional development opportunities

Please note:

This job description is subject to amendment as laid out in the School Teachers' Pay and Conditions Document.

Reviews will normally take place at the end of the academic year, or earlier where necessary and following consultations with yourself.

Signed …………………........................ (Principal) Date: ……………………..

I acknowledge that I have seen and received a copy of the above job description.

Signed........................................................ Date: ……………………….