# CHIPPING NORTON SCHOOL

## JOB DESCRIPTION: CLASSROOM TEACHER

**JOB PURPOSE**

- To support the aims and ethos of the school.
- To deliver high quality teaching and learning in accordance with school and department policies and procedures.
- To support the school's responsibility to provide opportunities for the academic and personal development of students.

**OBJECTIVES**

- To raise standards of student achievement.
- To develop confidence and competence in teaching your subject/subjects.
- To carefully monitor the progress of students as both teacher and tutor.

**PRINCIPAL RESPONSIBILITY AREAS**

**A Teaching and Learning**

- Plan teaching of well-structured lessons in accordance with the schemes of work and National Curriculum to ensure that the needs of all students are met.
- Liaise with relevant colleagues to secure good practice in teaching (including Learning Support team).
- Keep subject knowledge and pedagogy up to date and contribute effectively to the development of schemes of work; examination entries and new course developments.
- Attend department and other meetings as appropriate and as directed.
- Set sufficient and meaningful work in case of your own, or student, absence.

**B Achievement and Standards**

- Set challenging targets for students based on effective use of data.
- Monitor student learning and progress through careful assessment and regular analysis of data.
- Ensure high standards of behaviour for learning and manage inappropriate behaviour according to school policy.
- Regularly mark work according to school policy and provide feedback related to target levels and grades that enable students to make progress.
- Review attainment and progress as required in order to report as part of the assessment and reporting cycle.

**C Personal Development and Well-being**

- Ensure students understand progression in the subject and its place in the wider world.
- Develop opportunities for students to extend their learning through extra-curricular opportunities.

**D Leadership and Management**

- Lead by example, creating a positive ethos and modelling high standards of professional behaviour and dress.
- Uphold the school's policies and procedures, especially those related to teaching, learning and behaviour.
- Lead your own professional development and actively participate in activities related to effective appraisal.

- Undertake school lesson observation as part of department and school observation schedules
- Promote and model good relationships with students, parents and staff and seek their views as part of self-evaluation.
- Support the social, personal, spiritual and cultural well-being of students as an effective tutor.
- Supervise students outside of lessons, during lesson change over and in the breaks according to policy and best practice.
- Attend and contribute to parents' evenings, staff meetings, open evenings or as otherwise directed.
- In your teaching spaces implement school policies and procedures related to Health and Safety. Report all Health and Safety issues and defects to your Head of Department. Be fully familiar with emergency evacuation plans and potentially hazardous resources or activities.

Accountable to***:*** ***Head of Department***

Main Pay Spine or Upper Pay Spine if post threshold