THE ROLE OF THE SUBJECT TEACHER

Under the general direction of the Head of Department the subject teacher has the following duties and responsibilities.

# Teaching and learning

* To plan lessons and sequences of lessons effectively in order to maximise the learning needs of students.
* To make use of information and prior attainment to set appropriate and demanding expectations for students’ learning and motivation.
* To provide targeted support for students within teaching groups who have special educational needs and/or for whom English is an Additional Language.
* To liaise with the SENCo and teacher responsible for EAL as appropriate regarding students causing concern.
* To use a range of appropriate strategies for teaching and classroom management, which engage students and stimulate intellectual curiosity through the use of effective questioning, clear presentation and good use of resources.
* To set high expectations for students’ behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships.
* To assess how well learning objectives have been achieved and use this assessment for future teaching.

# Knowledge and Understanding

* To have a thorough up-to-date knowledge of the subject/specialisms and to take account of relevant wider curriculum developments.
* To have a good knowledge and understanding of Health and Safety issues within the subject area and operate to the standards required.
* To understand the assessment requirements of the KS4 GCSE syllabi and A Level courses as applicable.

**Assessment Recording and Reporting.**

* To mark and monitor students’ class work and homework in accordance with the school and departmental marking policies.
* To involve students in self-assessment within the subject.
* To record and report on students’ progress as outlined in the school and departmental assessment policies.
* To produce written reports in line with the school and departmental reporting policies.
* To meet school deadlines for recording and reporting.

**Pastoral Care**

* To promote the wellbeing of students.
* To consult with the Head of Department regarding students causing concern.
* To liaise with the Form Tutor and Head of Year, and Housemaster/Housemistress when appropriate.
* Where appropriate to undertake the role of a form tutor

# Managing own professional development

* To take responsibility for own professional development and to keep up to date with research and developments within the subject(s) taught.
* To understand responsibilities in relation to school and departmental policies and practices, including understanding the School Mission Statement and contributing to it, and maintaining the Catholic ethos.
* To set a good example to students through personal presentation and conduct.
* To use the outcomes of professional development to improve teaching and students’ learning.
* To participate in the School Appraisal/Performance Management Programme.

**To undertake any other duties as reasonably requested by the Headmaster**.