Garth Hill College Job Description

Post: TEACHER

Main Purpose:

- **a.** To undertake teaching across the range of needs and ages and any other related duties as required under the Teachers Pay and Conditions Act, and as agreed in consultation with the Principal.
- **b.** To translate the College's strategic aims and objectives, vision, values and beliefs in all aspects of his/her day-to-day work in relation to this role – to ensure pupils' learn, progress and achieve well and to provide the very best service and care
- **c.** Under the reasonable direction of the Principal, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD).

Reporting to: SUBJECT LEADER

Working time: Full-time as specified within STPCD.

Salary/Grade: MPS plus

Main Responsibilities:

1. To create a learning environment that is open, inclusive, caring, stimulating, supportive and challenging, and to demonstrate high aspirations for all pupils irrespective of starting point or learning needs.
2. To create programmes of study and scheme of work that meet the needs of all learners, including working with other teaching professionals in the College to make best use of all talents, expertise and resource.
3. To plan and execute learning that is well differentiated, meets with, and adapts to, pupils' specific learning needs and responses, supported by other adults as appropriate, in accordance with the College's policies.
4. To employ a range of teaching strategies and learning activities that support and challenge pupils to learn and progress well, develop knowledge, skills and understanding and grow in independence.
5. To secure behaviour and attitudes conducive to highly effective learning, employing College policies and strategies as appropriate.
6. To carry out marking, assessment and testing routines in line with the College's policy that are robust, accurate, attend to the needs of all pupils and guide pupils well on what they need to do to improve in line with College's policy.
7. To establish a strong and on-going learning dialogue with pupils that guides them, requires them to show they understand and allows them to respond to the guidance given.
8. To assess how well learning objectives have been achieved and use this assessment to know and plan for learners' needs, identifying appropriate learning strategies to support pupils' learning and progress.
9. To set home learning that consolidates, extends and/or broadens pupils' learning experience in line with the College's policy.
10. To critically engage and reflect on own teaching practice in order to develop his/her craft as a teacher, maintain a high level of subject expertise and keep up-to-date with his/her knowledge of the relevant subject area/s and relevant examination courses.
11. To attend all INSET when required including accessing all support and professional development activities appropriate to developing his/her efficacy as a teaching professional (for Newly Qualified Teachers, to attend INSET and other professional development activities required in an agreed action plan so as to meet the induction standards)
12. To direct the work of other adults in the classroom, and work with other multi-agencies, to plan appropriate learning, interventions and therapy for all pupils.
13. To keep informed about the key priorities identified in the College's Development Plan, associated school/department development plans and his/her responsibilities agreed within it.
14. To keep accurate records of attendance and pupil performance in line with college and departmental policy and guidelines (teacher records should be available for scrutiny as required from time to time).
15. To liaise effectively with pupils' parents/carers and others through informative oral dialogue, written records and reports on pupils' learning, progress and achievements, and in accordance with the College's assessment and reporting schedule.
16. All employees working with children and young people have a responsibility for safeguarding and promoting their welfare.

Other Professional Responsibilities:

17. To undertake the role of personal/form tutor as required.
18. To attend and/or lead meetings including Annual Review meetings for allocated pupils.
19. To undertake supervisory duties before college, at break or after college as required under the Teachers' Pay and Conditions Act
20. To attend centre and other college meetings as required within the 1265 hours of Directed Time budget.
21. To contribute generally to the work of the College and to support others in maintaining the College's policies, including good health, safety and well-being practice.
22. To maintain appropriate standards of professional appearance and conduct and to ensure that all interactions with pupils, other staff, parents/carers, governors and visitors reflect a commitment to high professional standards of courtesy and behaviour and effectively contribute to the safeguarding of learners at all times.
23. To raise issues of concern with his/her line manager or with the appropriate member of SLT.
24. To participate in appropriate meetings with colleagues and parents/carers in relation to the above duties
25. To carry out any reasonable duties as determined by the Principal.

Notes

- All employees working with children, young people and vulnerable adults have a responsibility for safeguarding and promoting their welfare.
- The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment.
- This job description allocates duties and responsibilities, but does not direct the particular amount of time to be spent in carrying them out and no part of it may 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 published Time Budget Policy, and have regard to the Teacher's Conditions of Employment.
- This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once each year and it may be subject to modification or amendment at any time after consultation with the holder of the post.

SIGNATURES:

The College will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition. This job description is current at the date below but will be reviewed on an annual basis and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.

Signed: ……
(Teacher)

Signed: ……
(Principal)

Dated: ….……

Dated: ……..