

JOB DESCRIPTION – CLASSROOM TEACHER

All classroom teachers both in the role of form tutor and subject specialist will contribute to the subject and pastoral teams in delivering policy which will ensure high quality and successful outcomes for Baxter College.

As a professional in a learning community you will be expected to enhance the life of the school by actively developing high quality teaching and learning, contributing to the work of the teams of teaching, pastoral and support staff, being reflective in your own practice and effectiveness, sharing with and learning from the good work of others and constantly seeking ways to improve through innovation and research.

You will be expected to contribute to the systems and structures of the school to ensure effective practice that underpins the culture of high aspiration and expectation for all students.

The school is committed to safeguarding and promoting the welfare of children and young people and as such expects all staff and volunteers to share this commitment.

KEY RESPONSIBILITIES

- To embody the values, vision and ethos of Baxter College and the Severn Academies Educational Trust and assist the Principal and SLT in delivering policy which will ensure high quality and successful outcomes for Baxter College.
- To contribute to the learning culture within the subject area and the school by identifying and sharing good practice
- To contribute to the pastoral care of students and support their social and emotional development
- To comply with the teaching and learning approaches adopted in the subject/pastoral area, as directed by the appropriate Leader
- To adhere to data-record keeping systems across the school and use appropriate data to inform target setting for individual students
- To make effective use of planning, preparation and assessment time (PPA) to thoroughly plan lessons in advance (to ensure maximum effectiveness in their delivery) and to both record outcomes and compare the performance of students with colleagues, as appropriate
- To be responsible for the management of your classroom to provide a stimulating environment and thereby develop the learning of students in your lessons
- To be aware of responsibilities towards behaviour management and respond accordingly, whenever required

SPECIFIC DUTIES

- Plan all lessons in advance, differentiating the work set according to the ability range of the group
- Ensure work is marked and outcomes recorded appropriately with supportive/diagnostic comments
- To produce accurate reports on all students taught for the annual reporting to parent process, meeting deadlines and setting appropriate targets
- Provide the Curriculum Area Leader with evidence of planning and marking of student work as appropriate
- Promote student adherence to the school's code of conduct on student behaviour reinforcing this regularly with the classes you teach
- To undertake the duties of a Form Tutor to support the pastoral ethos of the school
- To adhere to the school's procedures to accurately register and codify attendance and absence and to complete class registers for every group taught
- To regularly monitor the attendance of the students in your tutor group making referrals as necessary through the appropriate Pastoral Leader

- To monitor student progress and identify, encourage and reward success
- Attend meetings as required.
- Support the effective use of Teaching Assistants assigned to work in your lessons with individual students or assisting in curriculum delivery
- Make effective use of non-contact time
- Contribute to the development of the subject area by sharing examples of good practice or by reporting back on any beneficial professional development received
- Work collaboratively with colleagues, both within and outside of your subject area, to improve teaching and learning throughout the school and the wider Trust
- Undertake other reasonable duties as required by the Curriculum Area Leader or Pastoral Leaders, as appropriate.

Any other duties commensurate with the scale of the post as may be required under the direction of the Principal.