

ABBOT BEYNE SCHOOL

## Job Description

<b>Post</b>	<b>Classroom Teacher</b>
<b>Reporting to:</b>	<b>Subject Leader</b>
<b>Salary</b>	<b>Teachers' Main Scale/Upper Threshold</b>
<b>Job Purpose</b>	
<p>To raise attainment in your subject across Key Stages 3, 4 and 5</p> <ul style="list-style-type: none"> <li>• Delivering consistently excellent teaching to ensure learning enables all students to make progress and achieve high standards.</li> <li>• Carrying out the professional duties of a qualified teacher in line with Abbot Beyne School's expectations and the teachers' professional standards.</li> <li>• Contributing and working with the department to continually develop a range of stimulating relevant courses appropriate to the needs of Abbot Beyne students.</li> </ul>	
<b>Teaching and Learning</b>	
<ul style="list-style-type: none"> <li>• To ensure effective teaching of whole classes, groups and individuals so that teaching objectives are met, pace and challenge are maintained, and best use is made of teaching time.</li> <li>• To use teaching methods which keep students engaged, including a variety of teaching and learning styles, stimulating students' intellectual curiosity, effective questioning and response, clear presentation and good use of resources.</li> <li>• To regularly enquire and listen to the views of students about their preferred methods and styles of learning.</li> <li>• To complete the lesson planning paperwork to identify clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter and the students being taught, using appropriate differentiation skills.</li> <li>• To provide opportunities to develop students' understanding by relating their learning to real and work-related examples, recognising that learning takes place outside the school context.</li> <li>• To set appropriate and demanding expectations and targets for student learning and motivation, building on prior attainment.</li> <li>• To remain updated with the SEN register seeking specialist advice to ensure appropriate differentiation and personalised support for students with special</li> </ul>	

or additional needs.

- To remain up-dated with specialised subject knowledge to be able to cope confidently with students' subject related questions.

### **Safeguarding Young People and Student Voice**

- To be committed to the safeguarding and promotion of the welfare of young people and to demonstrate this commitment in every aspect of this post.
- To be responsible for the care and guidance for students within your form group and also to ensure your classroom is a safe environment for students to learn.
- To work in partnership with student groups and Student Voice to enhance their learning and widen their experience of education.

### **Monitoring, Evaluation and Data Analysis**

- To maintain an accurate record of students' progress, homework and assessments.
- To assess how well learning objectives have been achieved and use this assessment for future teaching.
- To mark and monitor students' class and homework within a reasonable time frame, providing constructive oral and written feedback, setting targets for students' progress to ensure that students know their current level/grade of achievement and know what they have to do to raise their level of achievement.
- To analyse Key Stage student data to inform intervention strategies and appropriate action plans for students.

### **Attendance and Behaviour**

- To set high expectations for students' behaviour and attendance, establishing and maintaining a good standard of discipline through well-focused teaching, through positive and productive relationships and through consistent use of the Schools' Positive Behaviour System to ensure all students are treated fairly.
- To set work for students absent from school for health or disciplinary reasons.
- To seek advice as required from colleagues regarding support or intervention when behaviour or attendance concerns arise.
- To record student attendance in a timely manner.
- To play an active role in rewarding student achievement and positive behaviour.

### **Relationships with Parents/Carers, Colleagues and the Wider Community**

- To maintain positive relationships with parents/carers, calling parents/carers as deemed necessary regarding student progress or if there are health and welfare concerns.
- To liaise with the Subject Leader should written correspondence to parents be required.
- To attend Parents' Evenings to keep parents/carers informed of progress.
- To prepare accurate reports to parents/carers regularly.
- To establish effective working relationships with colleagues and other

professionals.

- To liaise with agencies responsible for students' welfare.

### **Manage Own performance and Development**

- To take responsibility for personal professional development, keeping up to date with research and developments in pedagogy and in the subjects taught.
- To set a good example to students in terms of presentation and personal conduct.
- To constantly evaluate your own teaching critically and use this to improve effectiveness.
- To engage actively in the Performance Management and Review Process.

### **Threshold Responsibilities (if applicable)**

- To be an Ambassador of Teaching and Learning as a threshold standard teacher, ensuring every standard is consistently achieved.

### **Other Specific Duties**

- To undertake the responsibilities of a Form Tutor.
- To play a full part in the life of the school community and to encourage colleagues and students to follow this example.
- To maintain safe housekeeping across the school including tidy classrooms conducive to learning and staffing areas clean for rest breaks.
- Be aware and comply with policies and procedures relating to child protection, health, safety and security, confidentiality, reporting all concerns to an appropriate person.
- Other duties commensurate with the grade of the post as directed by the Headteacher or as specified by the School Teachers' pay and Conditions Document.

**The duties and responsibilities highlighted in this Job Specification are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and scope of the post.**