

**Job Description – Classroom Teacher**

**Job Title: Classroom Teacher**

**Reports to: Head of Department**

**Salary Range: NQT or Teachers’ Pay Scale**

**1. Purpose of the job**

* To deliver high quality teaching and learning to students of all ages and abilities who are assigned to the post holder, enabling those students to achieve their potential.
* To contribute to the development of the department in collaboration with the Head of Department.

**2. Main duties**

All teachers work within the statutory conditions of employment set out in the

current School Teachers’ Pay and Conditions Document. The following list of

duties is not, therefore, exhaustive:

* Be responsible for the quality of teaching and learning of all students who are assigned to the post holder.
* Supervise the work of any support staff, including higher level teaching assistants and support teachers, who are assigned to work with the post holder’s students.
* Support the Head of Department. Although not exhaustive, this will depend on the experience of the candidate, and may include:

1. preparing of teaching and learning materials
2. managing Health & Safety and behaviour in their classroom
3. monitoring and reporting on quality and standards
4. contributing to department planning and self-evaluation
5. providing professional support to other teachers and support staff
6. advising the Head of Department on appropriate resources and materials
7. providing guidance and advice to pupils on educational and on their further education and careers.
8. Participating in (and leading where appropriate) professional

development within the school

1. providing feedback to students and parents, through consultation evenings, phone calls or written communication as appropriate
2. attending departmental and school meetings, either during or after the school day, as requested
3. attending information evenings, or special events as deemed appropriate.

**3. Job context**

The school welcomes teachers of high professional standard and shares the

responsibility with each teacher for continual review and the development of

expertise.

All teachers make a valuable contribution to the school’s development and,

therefore, to the progress of all students. All teachers, except those who are

newly qualified, will have varying degrees of responsibility for a curriculum

area across the whole school and will be supported in that role by their line

manager.

For newly qualified teachers, subject leadership will be taken by his/her line

manager during the first year of employment at the school.

Teachers in the upper pay scale can be expected to make a particular

contribution to building team commitment in line with the statutory requirement

to meet threshold standards.

In particular, teachers at UP3 will:

* provide a role model for professional practice in the school
* make a distinctive contribution compared with other teachers
* contribute effectively to the wider team.

Some teachers are tutors and will be expected to fulfil this role as directed.

Tutors are line managed by a Year Leader.

**4. Review of duties**

The specific duties attached to any individual teacher are subject to annual

review and may, after discussion with the teacher, be changed.

**November 2018**