

**JOB DESCRIPTION**  
**SUBJECT TEACHER**  
**SEPTEMBER 2017**

**Impact Statement:** to ensure effective teaching and learning takes place to improve educational outcomes for all students so that each achieves his or her full potential.

**LEVEL OF RESPONSIBILITY:** N/A  
**LINE MANAGER:** Head of Department

**CORE RESPONSIBILITIES:**

- Realise the school's ethos and vision.
- Have high expectations of all students
- Attend staff meetings and department meetings

**SPECIFIC RESPONSIBILITIES:**

- Maintain high standards of teaching and learning and ensure that teaching areas offer students the best possible learning environment
- Contribute to and follow the schemes of work developed within the department
- Understand and cater for the individual needs of each student ensuring that stretch & challenge and differentiation are incorporated in to lesson planning
- Use a range of appropriate teaching materials and resources to engage the students and support the effective delivery of lessons
- Keep up to date with educational developments, with particular reference to teaching and learning in the specialist subject area
- Set appropriate homework on Firefly to enrich and extend the work done in lessons and to encourage independent learning
- Ensure marking and feedback (SIR) is regular and enables students to make progress
- Monitor and track the progress of all students; identifying underachievers and implementing measures to support them, in particular disadvantaged students
- Inform parents about their child's learning and development through the termly progress reviews and parents' evenings
- Ensure that appropriate work is set in case of absence using the school cover proforma
- Provide work for students who are unable to attend normal lessons for any reason.
- Ensure that internal and external examination requirements are met
- Implement the school's behaviour management policy consistently and fairly
- Promote equal opportunities and deal with any issues that arise in accordance with school policy and procedures
- Take part positively in the Performance Management process and seek CPD to improve performance and broaden experience

This job description is not exhaustive and the post holder will be expected to undertake any other duties as reasonably requested by the Headteacher.

Main Teacher Scale:

Total non-contact time allowance: 8/55 hours per two weeks