



ST MARTIN-IN-THE-FIELDS HIGH SCHOOL FOR GIRLS

JOB DESCRIPTION TEACHER

JOB TITLE: Teacher

RESPONSIBLE TO: Headteacher

REPORTING TO: Head of Department

OVERALL OBJECTIVES FOR THE POST:

- To perform the functions of a school teacher as set out in the School Teachers' Pay and Conditions Document (STPCD) and in line with the Teachers' Standards
- To meet the Professional Standards for Teachers', Core and Threshold, as applicable to the postholder

Salary	MPR/UPR (Inner London)
Responsibilities	<p>Learning , teaching, assessment and progress</p> <ul style="list-style-type: none">▪ Plan and deliver high quality, appropriately resourced lessons to meet the needs of all learners▪ Reflect on lessons to continually improve own practice▪ Have high expectations for the quality of work and provide good quality feedback to students to support their learning in line with school policy▪ Work with the support team to ensure effective teaching of SEND and disadvantaged students, reviewing and reporting on their progress▪ Set high expectations for engagement, learning and behaviour in line with school and department policy▪ Monitor and review schemes of learning for all groups taught▪ Carry out regular and appropriately benchmarked assessment activities with all students and report these in line with school tracking systems▪ Maintain accurate and up to date attainment data for all assigned students▪ Ensure appropriate steps are taken when students are showing signs of underperforming and not reaching their target▪ Prepare students for external examinations▪ To teach across all key stages <p>General:</p> <ul style="list-style-type: none">▪ To promote the Christian values of the school▪ Ensure that own teaching spaces used are a model of best practice and reflect best practice at all times▪ Use new technologies to engage and stimulate learning▪ Take responsibility for creating a pleasurable and stimulating learning environment for students to work in with thoughtful display and management of resources in the classroom▪ To be accountable for students' performance, attendance and behaviour in line with school procedures▪ Participate fully in professional development activities to develop practice further, sharing the learning from these as appropriate▪ Undertake all the duties associated with the role of a teacher as set out in the STPCD▪ To model the highest expectations and work to meet the criteria as outlined in the Teacher's Standards <p>Upper Pay Range Expectations:</p> <p>A teacher on the Upper Pay Spine is expected to demonstrate sustained and substantial contribution to the school. In addition, teachers on UPR 3 must provide a role model for others and demonstrate a unique contribution to the school, in particular an active role in coaching and mentoring with colleagues. Full criteria for UPR promotions are published annually in the School Teachers' Pay and Conditions Document.</p>

Other Duties	Form Tutor Responsibilities: <ul style="list-style-type: none"> ▪ Take responsibility for day to day discipline, routines and attendance in the tutor group ▪ Review and discuss students' work and welfare, setting targets as necessary ▪ Promote good behaviour and positive attitudes at all times ▪ Support tutor, year, house and school activities/assemblies/events as appropriate
<p>EQUAL OPPORTUNITIES: Demonstrate and share in the school's commitment to equalities and inclusivity.</p> <p>SAFEGUARDING: It is the post holder's responsibility to promote and safeguard the welfare of children and young people with whom he/she comes into contact and to adhere to and ensure compliance with the School's Child Protection Policy Statement at all times.</p> <p>If, in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safeguarding or welfare of children in the school he/she must report any concerns to his/her Line Manager or the School's Child Protection Officer.</p> <p>The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Disclosure level- Enhanced DBS</p> <p>HEALTH AND SAFETY: Be aware of the responsibility for Personal Health, Safety and Welfare and that of others who may be affected by your actions or inactions. Cooperate with the employer on all issues to do with Health, Safety and Welfare and fully comply with the Health and Safety Policy of the school.</p>	

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. The post holder will be expected to comply with any reasonable request from a manager to undertake work commensurate with its level of responsibility that is not specified in this job description.

Development and Review of Job Description:

Reviewers: Headteacher, Governors, HR.

This job description may be amended at any time following discussion between the Headteacher and post holder.

Name of Postholder:	
Signature:	Date:
Headteacher:	Date:



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PERSON SPECIFICATION

Competencies	Criteria
Qualifications	<ul style="list-style-type: none"> ▪ Qualified to at least degree level ▪ Qualified teacher status ▪ Permitted to work in the UK <p>Up to date CPD related to curriculum, assessment teaching and Learning / pedagogy</p>
Experience and Skills	<ul style="list-style-type: none"> ▪ Strategies for raising achievement ▪ A good track record of impact in your present role ▪ Able to demonstrate innovation in your current role ▪ Able to interpret and analyse data to track student progress and plan for intervention ▪ Communicate effectively, orally and in writing
Knowledge and Understanding	<ul style="list-style-type: none"> ▪ Good knowledge of current educational initiatives and development ▪ Good understanding of the assessment processes at all key stages and how to use these to support planning and raise student attainment ▪ Good knowledge of a wide range of pedagogic approaches to cater for different learning styles and ensure that all students are engaged ▪ Good knowledge and understanding of strategies for promoting good relationships with students and effective behaviour management techniques ▪ Excellent understanding of what constitutes effective teaching and learning ▪ An ability to teach Maths at Key Stage 5
Personal Attributes	<ul style="list-style-type: none"> ▪ A commitment to a team ethos ▪ Professional integrity and honesty ▪ Ability to meet deadlines ▪ Able and willing to scrutinise own practice and to make your practice accessible to others ▪ The capacity to form positive learning-centred relationships with other professionals ▪ Commitment to the school's Christian ethos ▪ Commitment to equalities ▪ Commitment to safeguarding and the welfare of children and young people