# JOB DESCRIPTION

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

| | |
|---|---|
| **SCHOOL** | Westfield School |
| **POST TITLE** | Teacher of Science |
| **GRADE** | MAIN PAY SCALE |
| **RESPONSIBLE TO** | Faculty Leader |
| **PURPOSE OF JOB** | To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and ensure delivery of high quality teaching and learning for which the teacher is accountable. |

# MAIN SCALE TEACHER

The Job Description should be read alongside the range of professional duties of Teachers as set out in Part X11 of the Teachers' Pay and Conditions Document, sections 48 to 50. The postholder will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the professional code of the General Teaching Council for England.

## 1. Planning, Development and Co-ordination

- To set challenging teaching and learning objectives which are relevant to all students in their classes
- To use teaching and learning objectives to plan lessons and sequences of lessons showing how this will assess students learning
- To select and prepare resources, and plan for their safe and effective organisation, taking into account students' interests and their learning needs, language and cultural backgrounds, with the help of support staff where appropriate.
- To contribute to teaching team, meetings and events.
- To plan for the deployment of any associate staff who are contributing to students' learning.
- To plan opportunities for students to learn in out of school contexts.
- To produce long and short term planning in accordance with school policy and procedures and within required deadlines.
- To contribute to the Faculty Development Plan in conjunction with the Senior Leadership Team and/or line manager.
- To develop and audit schemes of work and other documentation related to the use of Science within school and to support cross-curricular delivery including subject support for colleagues to enable curriculum requirements to be met.
- To develop strategies for the use of Science to promote new teaching methods and improve learning throughout the school and monitor their effectiveness in raising standards of teaching and learning.

- To lead or contribute to professional development activities as part of the planned programme for the school and to promote the sharing of good practice.

- To manage the resources available for Science and make recommendations in order to maintain and develop curriculum provision.

## 2. Monitoring and assessment

- To make appropriate use of the school's monitoring and assessment strategies to evaluate students' progress towards planned learning objectives.

- To use monitoring and assessment information to improve planning and teaching.

- To monitor and assess the effectiveness of learning activities and provide immediate and constructive feedback to support students' as they learn.

- To involve students' in reflecting on, evaluating and improving their own performance and progress.

- To assess students' progress accurately against appropriate standards.

- To identify and support students' with differing levels of ability and those experiencing behavioural, emotional, and social difficulties.

- To identify the levels of attainment for students' learning English as an additional language and identify learning activities to provide cognitive challenge as well as language support.

- To record students' progress and achievements systematically, providing evidence of the range of their work progress and attainment over time to inform planning.

- To report on students' attainment to parents, carers, other professionals and students' as appropriate.

## 3. Teaching and Class Management

- To have high expectations of students' and build successful relationships centred on teaching and learning.

- To establish a purposeful learning environment where diversity is valued and where students' feel safe, secure and confident.

- To teach the required or expected knowledge, understanding and skills relevant to the curriculum for students' in their age range.

- To teach clearly structured lessons or sequences of work which interest and motivate students, make learning objectives clear, employ interactive teaching methods and collaborative group work.

- To promote active and independent learning that enables students to think for themselves and to plan and manage their own learning.

- To differentiate teaching to meet the needs of students of all ability ranges taking into account varying interests, experiences and achievements of boys and girls and different cultural and ethnic groups to help them make good progress.

- To organise and manage teaching and learning time effectively.

- To organise and manage the physical teaching space, tools, materials, texts and resources safely and effectively with the help of associate staff where appropriate.

- To set high expectations for students' behaviour and establish a clear framework for classroom discipline in line with school policy to anticipate and manage students' behaviour constructively and promote self-control and independence.

- To use ICT effectively in delivery of teaching and learning.

- To take responsibility for teaching a class or classes over a sustained and substantial period of time.

- To provide homework and other out-of-class work which consolidates and extends work carried out in the class and encourages students' to learn independently.

- To work collaboratively with other professionals and manage the work of associate staff to enhance students' learning.

- To recognise and respond effectively to equality issues as they arise in the classroom and challenging stereotyped views, bullying and harassment in accordance with school policy and procedures.

- To be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.

- To attend and participate in regular meetings.

- To participate in training, continuous professional development and other learning activities as required including participation in the schools performance management arrangements.

## 4.

The above duties are not exhaustive and the postholder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Senior Leadership Team.

## 5.

This job description will be kept under review and may be amended via consultation with the individual, Governing Body and/or Senior Leadership Team as required. Trade union representation will be welcomed in any such discussions.

*April 2013*