QUEENS PARK COMMUNITY SCHOOL
JOB TITLE: TEACHER
JOB DESCRIPTION
PURPOSE OF JOB:
Main Activities and Responsibilities as a subject teacher

1. To ensure that all pupils have access to well designed, stimulating resources, undertake challenging activities at all times and work in an interesting and cared for environment.
2. To teach students at all levels of attainment, matching the level of work to individual need, and promote an enjoyment of learning.
3. To set and mark appropriate and challenging homework according to the agreed timetable.
4. To plan lessons carefully, using faculty schemes of work, which meet the requirements of the National Curriculum and Exam Syllabuses.
5. To participate with colleagues in planning units of work, which reflect the needs of a multi-cultural curriculum and which provide equal access and equal opportunities to all students.
6. To keep thorough records, including information about rewards for achievement and referrals in cases of concern, using school procedures and protocols. .
7. To complete suitable and rigorous assessments to agreed deadlines, in line with national, school and faculty policies and to inform parents regularly of their child's progress both generally and in relation to the National Curriculum Key Stages specifically. Progress reports and reviews must be completed in accordance with school procedures.
8. To monitor student progress towards targets and, if necessary, provide intervention strategies to challenge underperformance.
9. To accept responsibility for student safety and discipline during lessons as well as having a good knowledge of health and safety regulations.
10. To display commitment to the protection and safeguarding of students.
11. To maintain an attractive and well-ordered learning environment, encouraging pride in work and displays.
12. To liaise with colleagues to promote cross-curricular links and to collaborate with teachers in the Language and Learning Support teams. This should include liaison and joint planning with support staff such as TAs who are providing support in your lessons
13. To take responsibility for professional development including participating in the performance management process, keeping records of sessions attended and outcomes. To take part in school-based and external Inset as appropriate.
14. To attend calendared events including faculty, year and staff meetings.
15. To contribute to specific whole-faculty initiatives, as appropriate, after negotiation with the Head of Faculty.
16. To be involved in promoting and supporting the personal development of students as a tutor and member of a Year Team, taking an active role in the PSHCE programme.
17. To publicise the achievements of the school and individual students through open evenings, etc., under the guidance of the line manager.
18. To ensure equal opportunities are promoted in all aspects of work.
19. To support and contribute to the schools extra curricular programme.
20 To embed an enterprise ethos in all aspects of students' learning, in a manner consistent with our Business and Enterprise specialist status.
21. To undertake other tasks commensurate with the position as may be required by the Headteacher and Line Manager.

Queens Park Community School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The school is also committed to equality of opportunity for all.