



The High Weald Academy



JOB DESCRIPTION

Classroom Teacher – Science

JOB TITLE: Teacher of Science

GRADE: Teachers' Main Pay Scale

RESPONSIBLE TO: Head of Department and Principal

RESPONSIBLE FOR: n/a

EXPERIENCE & QUALIFICATIONS REQUIRED: Teachers must hold a relevant teaching qualification. If from abroad, an overseas' teaching qualification is needed.

This post is suitable for Newly Qualified Teachers or those with more experience.

JOB PURPOSE: To secure and account for effective learning, appropriate achievement and educational social and personal progress of all pupils in the assigned area of responsibility, consistent with the aims of the school and the unique needs of each individual learner.

KEY RESPONSIBILITIES:

CURRICULUM

Subject teachers will

- Teach their specialist subject/s and such other subjects as have been agreed with the Principal
- Be responsive to change within the school, and within the department.
- Share in the planning, implementation and review of the subject to take full account of all legal and National Curriculum requirements.
- Share responsibility with other members of the department for the preparation of teaching materials and review of Schemes of Work.
- Prepare and teach in accordance with the Schemes of Work of the department.
- Assist with the development of strategies and learning materials for students in need of learning support including producing and developing differentiated work as appropriate.
- Promote a positive ethos within the subject area by example and ensure a stimulating environment for learning.
- Develop and maintain an up to date knowledge and understanding of the areas of teaching and pupil support for which the post holder is responsible
- Work with colleagues in the department to enhance the quality of teaching and learning within the department and across the school.
- Be responsible for promoting and safeguarding the welfare of young people that you are responsible for and come into contact with.
- Promote and embed whole school teaching and learning initiatives
- Plan work to meet the learning needs of allocated pupils in a consistent and effective way
- Use appropriate teaching and classroom management strategies to motivate pupils and enable each to progress.
- Foster and promote departmental and whole school policies on behaviour, rewards and sanctions

ASSESSMENT, RECORDING AND REPORTING

Subject teachers will

- Work with the subject leader and SLT to establish effective monitoring and evaluation of teaching and learning within the subject
- Work with students to ensure that they know what NC Level or GCSE Grade they are working at; what they need to do to improve, and, as appropriate, set targets with students designed to improve their levels of achievement and success. Ensure that students achieve FFT [D] targets wherever possible.
- Undertake regular monitoring of progress and maintain accurate records
- Act as a form tutor as required and to support the Team Leader and others on related pastoral matters pertaining to students in your form.
- Ensure appropriate planning and delivery of assessments, examinations, homework and marking in accordance with whole school and departmental policy. Maintain full and accurate records of the assessment of student work.
- Assist in the development of assessment, recording and reporting, in line with whole school policies.
- Ensure that 'Mark Book' and other whole school and departmental assessment systems are used consistently and effectively.
- Ensure good management of the classroom and create a positive environment where care and respect for school and personal resources is promoted.
- Be responsible for the discipline within their classroom and ensure compliance with departmental and school procedures for behaviour management.
- Make full and effective use of both whole school and departmental rewards systems.

COMMUNICATION

Subject teachers will

- Have due regard for the systems of communication within the school.
- Contribute to subject/parent evenings to discuss progress and attainment of students taught with his/her parents/carers.
- Contribute to Open Evening for new intake of students each year, to promote the work of the subject area, the students and the school.
- Liaise with the relevant staff on matters of a pastoral nature pertaining to students under their charge.
- Support all whole school initiatives designed to ensure that all children are healthy, safe, enjoy their learning, make a positive contribution and are economically secure.

RESOURCES and SELF EVALUATION

Subject teachers will

- Participate fully in professional development activities to develop good practice, sharing the learning from these as appropriate.
- Make an effective contribution to the policies and aspirations of the school.
- Work with and support the subject leader to gather appropriate evidence for the Departmental Review and the Department Improvement Plan

HEALTH AND SAFETY

Subject teachers will

- Have due regard for the school Health and Safety policy and any such issues particular to their subject area.
- Log Health and Safety incidents and near misses and report concerns
- Familiarise themselves with and act in accordance with fire regulations.
- Have due regard for student safety and report any concerns to the appropriate school body.

Conditions of Service.

Subject teachers should fulfill all the requirements and duties set out in the current Pay & Conditions documents relating to the conditions of employment of teachers.