SCARISBRICK HALL SCHOOL

Teacher of Humanities (combination of RS, Geography, History & Classics)

A note from the Headmaster

If you ask parents why they chose Scarisbrick Hall School, they would tell you that their children are happy, valued as individuals and supported to be all that they can be. We aim to ensure that all of our pupils leave school not only achieving highly in their examination results but more importantly equipped for success in life, becoming the best that they can be in every single way. We seek to encourage all of our pupils to become extraordinary men and women with high moral standards and the ability to make a difference in the world.

As Headmaster I am passionate about each individual at our school and about the teaching and learning that supports their development. At Scarisbrick Hall School our educational philosophy is focused on the traits that we believe will ensure all of our pupils have a happy, successful future. I want all of our pupils to be inspired by everything they do at Scarisbrick Hall School both in curricular and co-curricular aspects.

Scarisbrick Hall School offers exceptional professional development for our staff and due to the growth of the school opportunities to progress frequently occur. I am exceptionally confident that the right candidate will find the post challenging, exciting, rewarding and a truly remarkable place to work.

If you are interested in applying, please complete the application form fully and send this to my PA. Please also attach a letter of application that should not exceed two sides of A4.

Warmest regards



Mr J Shaw
(Headmaster)

Job Title: Subject Teacher

Responsible to: Headmaster / Head of Faculty

OVERALL RESPONSIBILITY

- To plan and develop high quality lessons and courses, using a variety of approaches, to continually enhance teaching and learning.
- To maintain and build upon the standards achieved in the award for QTS (Secondary) as set out by the Secretary of State.

SECTION 1 - GENERAL TEACHING DUTIES

Teaching and Learning

1. Manage pupil learning through effective teaching in accordance with the Department's schemes of work and policies.
2. Ensure continuity, progression and cohesiveness in all teaching.
3. Use a variety of methods and approaches (including differentiation) to match curricular objectives and the range of pupil needs, and ensure equal opportunity for all pupils.
4. Set homework regularly, (in accordance with the School homework policy), to consolidate and extend learning and encourage pupils to take responsibility for their own learning.
5. Work with SEN staff and support staff (including prior discussion and joint planning) in order to benefit from their specialist knowledge and to maximise their effectiveness within lessons.
6. Work effectively as a member of the Department team to improve the quality of teaching and learning.
7. Set high expectations for all pupils, to deepen their knowledge and understanding and to maximise their achievement.
8. Use positive management of behaviour in an environment of mutual respect which allows pupils to feel safe and secure and promotes their self-esteem.
9. There is an expectation that the post holder will contribute to the co-curricular aspects of the school.

Monitoring, Assessment, Recording, Reporting, and Accountability

1. Be immediately responsible for the processes of identification, assessment, recording and reporting for the pupils in their charge.
2. Contribute towards the implementation of IEPs as detailed in the current Code Of Practice particularly the planning and recording of appropriate actions and outcomes related to set targets.
3. Assess pupils' work systematically and use the results to inform future planning, teaching and curricular development.
4. Be familiar with statutory assessment and reporting procedures and prepare and present informative, helpful and accurate reports to parents.
5. Keep an accurate register of pupils for each lesson. Unexplained absences or patterns of absence should be reported immediately in accordance with the School policy.

Subject Knowledge and Understanding

1. Have a thorough and up-to-date knowledge and understanding of the relevant curriculum and programmes of study, level descriptors and specifications for examination courses.
2. Keep up-to-date with research and developments in pedagogy and the subject area.

Professional Standards and Development

1. Be a role model to pupils through personal presentation and professional conduct.
2. Arrive in class, on or before the start of the lesson, and begin and end lessons on time.
3. Cover for absent colleagues as is reasonable, fair and equitable.
4. Be familiar with the School and Department handbooks and support all the School's policies, e.g. those on Health and Safety, Citizenship, Literacy, Numeracy and ICT.
5. Establish effective working relationships with professional colleagues and associate staff.
6. Be involved in extra-curricular activities such as making a contribution to after-school clubs and visits.
7. Maintain a working knowledge and understanding of teachers' professional duties as set out in the current School Teachers' Pay and Conditions document, and teachers' legal liabilities and responsibilities relating to all current legislation, including the role of the education service in protecting children.
8. Liaise effectively with parent/carers and with other agencies with responsibility for pupils' education and welfare.

9. Be aware of the role of the Board of Directors of the School and support it in performing its duties.
10. Be familiar with and implement the relevant requirements of the current SEN Code of Practice, DDA and Access to Work.
11. Consider the needs of all pupils within lessons (and implement specialist advice) especially those who:
    - have SEN;
    - are gifted and talented;
    - are not yet fluent in English.

Health and Safety

1. Undergo Basic First Aid training and update courses.
2. Be aware of the responsibility for personal Health, Safety and Welfare and that of others who may be affected by your actions or inactions.
3. Co-operate with the employer on all issues to do with Health, Safety & Welfare.

Continuing Professional Development

1. In conjunction with the line manager, take responsibility for personal professional development, keeping up-to-date with research and developments in teaching pedagogy and changes in the School Curriculum, which may lead to improvements in teaching and learning.
2. Undertake any necessary professional development as identified in the School Development Plan taking full advantage of any relevant training and development available.
3. Maintain a professional portfolio of evidence to support the Performance Management process - evaluating and improving own practice.
4. Contribute to the professional development of colleagues, especially NQTs and ITTs.

N.B: Every subject teacher will be expected to have pastoral responsibilities

SECTION 2 - ADDITIONAL DUTIES FOR THIS POST

The following tasks will be negotiated and agreed at the time of appointment and at annual review. These additional tasks are seen as an important part of the School's professional development programme:

(add additional duties for your requirements)

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties.

Compiled by: J Shaw	Revision Number
Approved by: Directors	Revision Date 15/02/18

Personal Specification

Teacher (Middle and College 6th Form)		
	Essential These are qualities without which the applicant could not be appointed	**Desirable** These are extra qualities which can be used to choose between applicants who meet all of the essential criteria
Qualifications	• Good honours degree • QTS or PGCE	• Post graduate qualification – subject related or educational • Evidence of CPD post PGCE
Experience	• Positive working relationships with colleagues and parent body • Experience of Teaching relevant A Level Courses • Proven track record of raising achievement and excellent teaching • Evidence of a commitment to excellence in teaching and learning	• Relevant INSET for teaching • Experience in setting up new programmes and initiatives • Experience of the Independent Sector • Experience of leading staff • Experience of and links with Higher Education institutions • Experience of working with leadership qualifications
Knowledge & Understanding	• Mastery of content of the curriculum and relevant exam specifications • In depth knowledge of statutory and non statutory tracking procedures • Understanding of moderation procedures in specialist areas	• Familiarity with a variety of textbooks and resources, including web-based • Evidence of wider subject research