**Ellis Guilford School**

**Teacher of English (Main Scale/UPR)**

**Job Description**

Teachers make the education of their pupils their first concern, and are accountable for achieving the highest possible standards in work and conduct. Teachers act with honesty and integrity; have strong subject knowledge, keep their knowledge and skills as teachers up-to-date and are self-critical; forge positive professional relationships; and work with parents in the best interests of their pupils.

Teachers must have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities.

**All teachers at Ellis Guilford are expected to demonstrate the following:**

**A. TEACHING**

* set high expectations which inspire, motivate and challenge pupils
* promote good progress and outcomes by pupils
* demonstrate good subject and curriculum knowledge
* plan and teach well-structured lessons
* adapt teaching to respond to the strengths and needs of all pupils
* make accurate and productive use of assessment
* manage behaviour effectively to ensure a good and safe learning environment
* fulfil wider professional responsibilities

**B. PERSONAL AND PROFESSIONAL CONDUCT**

* consistently high standards of personal and professional conduct;
* upholding public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
* treating pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher’s professional position
* having regard for the need to safeguard pupils’ well-being, in accordance with statutory provisions
* showing tolerance of and respect for the rights of others not undermining fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs
* ensuring that personal beliefs are not expressed in ways which exploit pupils’ vulnerability or might lead them to break the law.

**C. SUPPORT FOR THE SCHOOL**

Teachers must have proper and professional regard for the ethos, policies and practices of the school in which they teach, and maintain high standards in their own attendance and punctuality. At Ellis Guilford teachers should:

* 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;
* be aware of and support difference and ensure equal opportunities for all;
* contribute to the overall ethos and aims of the school;
* appreciate and support the role of other professionals;
* attend and participate in relevant meetings as required;
* participate in training and other learning activities and performance development as required

**In addition, UPR teachers are expected to:**

* Make a significant contribution to the school, not just in raising standards of teaching and learning in their own classroom, but also through their wider contribution to school improvement, which impacts on pupil progress and the effectiveness of colleagues beyond their own classroom
* Continue to develop their teaching expertise

**General Responsibilities**

To carry out the professional duties of a school teacher identified in the School Teachers’ Pay and Conditions. In addition to those professional responsibilities that are common to all teachers in the school, where the post holder is on the upper pay spine, the threshold standards also apply.

The post holder may be also be asked to undertake any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined, subject to the proviso that normally any changes of a permanent nature shall be incorporated into the job description in specific cases.

**Annual Review**

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.

**English Teacher - Person Specification**

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| --- | --- | --- | --- |
|  | **Essential** | **Desirable** | **Assessed by** |
| Qualifications  |  Degree and QTS  |   | Application |
| Experience | Successful teaching experience in English across the full age and ability range | Successful teaching experience in a multicultural, urban school | ApplicationInterview  |
| Knowledge | * Excellent knowledge and understanding of English teaching
* Aware of current developments in English teaching
* Understanding of whole school pedagogy
 | * Able to teach another subject
* Knowledge of cross curricular approaches
 | Application Interview |
| Skills and abilities | * Excellent interpersonal skills
* Able to inspire young people to achieve
* Good team player
* Able to work effectively with parents and carers
* Able to be a successful

 form tutor  | * Able to develop exemplar practice
* Willing to embrace new ideas
* Willingness to be involved in the wider life of the school
 | Application Interview |
| Qualities | * Approachable
* Enthusiastic
* Creative
* Optimistic
* Reflective
 | * + Sense of humour
 | ApplicationInterview |
| Other | * Commitment to equal opportunities
* Enhanced CRB check
 | * Commitment to own professional development
 | Application Interview |