



## **Job Description**

**Job Title:** Standard Scale Classroom Teacher

**Line Managed by:** Appropriate Director of Teaching & Learning / Curriculum Leader

## **Job Purpose**

**To facilitate and encourage learning which enables students to achieve high standards; to share and support the corporate responsibility for the well-being, education and discipline of all students.**

## **Principal accountabilities**

To meet the key school purpose of raising achievement as a thinking school the post-holder will be able:

### **Teaching and Managing Student Learning**

1. To teach the lessons assigned
2. To provide effective teaching for whole classes, groups and individuals so that teaching objectives are met, pace and challenge are maintained, and best use is made of teaching time
3. To use teaching methods which keep students engaged and stimulated, including effective questioning response, clear presentation and highly effective use of resources
4. To set high expectations for students' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching, positive and productive relationships as published in the school's 'Positive Behaviour' framework of rewards and sanctions
5. To maintain good order and discipline among the students and take care of their health and safety when they are on school premises and when they are engaged in authorised school activities elsewhere. To contribute / help prepare risk assessments as necessary following the school's health and safety guidelines
6. To undertake the role of Form Tutor where required
7. To take part, as required in the review, in the development and management of activities relating to the curriculum
8. To select and make good use of textbooks, ICT and other learning resources which enable teaching objectives to be met
9. To set work whenever possible if absent from school



### **Planning and Setting Expectations / Student Achievement**

1. To identify clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter in order to teach students highly effectively
2. To set appropriate and demanding expectations for students' learning and motivation and set clear targets for students' learning, building on prior attainment
3. To help identify students who have special educational needs and know where to seek advice in order to give positive and targeted support and implement and keep records

### **Assessment and Progression of students**

1. To assess how well learning objectives have been achieved and use this assessment for future teaching
2. To set homework in line with the school's Homework policy
3. Under the guidelines of the school's Assessment policy to mark and monitor students' class and homework providing constructive oral and written feedback, setting targets for students' progress
4. To understand the demands expected of students in relation to the National Curriculum, KS 4 and post-16 courses as appropriate
5. To provide or contribute to oral and written assessments, reports, records of achievement and references relating to both individuals and groups of students
6. To participate in preparing and presenting students for public examinations

### **Relationships with Parents / Carers and the Wider Community**

1. To prepare and present informative reports to parents / carers and attend Parents' Evenings / meetings
2. To provide opportunities to develop students' understanding by relating their learning to real and work-related examples, recognising that learning takes place outside the school context
3. To use Student Planners to note achievements and concerns, and to acknowledge / respond to notes from parents / carers
4. To liaise with parents and agencies responsible for students' welfare

### **Manage Own Performance and Development**

1. To take responsibility for own professional development and to keep up to date with research and developments in pedagogy and in the subjects taught
2. To participate in arrangements made in accordance with the appraisal cycle
3. To participate in arrangements for further training and professional development as a teacher



4. To follow school policy by attending and participating in meetings
5. Where appropriate to the individual, and in negotiation with the Line Manager, to undertake role(s) that would be beneficial to career development
6. To share corporate responsibility for the implementation of school policies and practices
7. To set a good example to all students in their presentation and their personal conduct
8. To attend child protection and safeguarding training where appropriate
9. To evaluate teaching by reviewing teaching methods and programmes of study and use this to improve professional effectiveness

### **Managing and Developing Staff and Other Adults**

1. To establish and maintain effective working relationships with all colleagues
2. To advise and co-operate with all colleagues on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching, assessment and pastoral arrangements
3. To work and manage when appropriate other adults in the classroom situation

### **General Duties**

As defined by the School Teachers' Pay and Condition Act 1991 and subsequent orders as listed in the most recent School Teachers' Pay and Conditions document.

### **Health & Safety**

All staff will make themselves familiar with the requirements of the Health and Safety Policy which are relevant to their work.

The postholder will teach 43 out of 49 periods per fortnight or the equivalent related to their TLR allowance.

**Signed post holder** .....

**Date** .....