**Role Profile: TEACHER**

**Purpose**

To contribute to raising standards of student achievement in a subject area(s) by teaching a timetable of lessons and supporting the subject leader in the achievement of whole school and department goals as stated in the school’s strategic plan.

**Key Accountabilities**

* Model and deliver outstanding practice in own subject area(s)
  + To have high expectations of all students based on relevant data
  + To support, challenge and stretch students as appropriate
* To teach using a variety of delivery methods which will stimulate learning, meeting the demands of the syllabus & the needs of the students
* To assess, record & report on the attainment, attendance & progress of students keeping such records as are required
* To provide or contribute to oral and written assessments, reports & references relating to individual or groups of students
* To prepare & update subject materials
* To maintain discipline in accordance with the school’s procedures and encourage good practice with regard to punctuality, behaviour & standards of work
* To assess students’ work in line with school policies & procedures referring to student performance targets

# Curriculum Provision & Development

* To assist the subject leader in the development of appropriate syllabuses, resources, schemes of work & teaching strategies
* To contribute to the development & implementation of the subject’s strategic plan
* To plan & prepare courses and lessons
* To attend & contribute to subject meetings

# Monitoring & Evaluation

* To use data, both externally & internally produced, to assess student performance and to develop appropriate courses of action
* To review on a regular basis methods of teaching
* To produce annual reports and mid term grades for all students taught

**Pastoral**

* To be a form tutor to an assigned group of students
* To liaise with a Year Leader in implementing the school’s pastoral policies
* To register students and accompany them to assemblies
* To enable, encourage & support a forms participation in the Student Council
* To support the House system and the participation of students in House extra-curricular activities
* To contribute to the completion of student progress files
* To report to the Year Leader problems experienced by students & how these may be resolved
* To communicate with parents & outside bodies as appropriate
* To teach the PSE, Study Skills & Citizenship programmes appropriate to the year group
* To attend form tutor meetings

# Other Responsibilities

* To participate in the school’s staff development programme
* To continue personal development in relevant areas especially subject knowledge & teaching methods
* To engage actively with the school’s performance management programme
* Where appropriate, ensure the effective deployment of classroom support
* To work as a member of a team, positively contributing to effective working relations within the school
* To communicate, where necessary with parents and external bodies, following school policies
* To attend Open Evenings, Parents’ Evenings & Speech Night
* To attend morning assemblies
* To attend staff morning briefing unless on duty
* To report to the school’s Fire, Health & Safety Officer Fire, Health & Safety issues undertaking risk assessments where necessary
* To undertake before school, recess & bus duties as stated in the “Staff Duty Rota”

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**Safeguarding Responsibilities**

* To comply with safeguarding policies, procedures and code of conduct
* To demonstrate a personal commitment to safeguarding and student/colleague wellbeing
* To ensure that any safeguarding concerns or incidents are reported appropriately in line with policy
* To engage in safeguarding training when required

**Person Specification**

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| **Qualifications** | Teaching degree with QTS |  |
| **Skills** | IT skills – competent user to support classroom work, pupil assessment and record keeping. |  |
| **Experience** | Working in an education environment;  Able to deal with children and adults with tact and sensitivity;  Able to communicate effectively at all levels;  Able to build and develop positive relationships with teaching staff. |  |
| **Other** |  | First Aid Training |

**Key Stakeholders:**

**Internal – communicating & consulting with:**

* **Pupils**
* **all school teaching/non-teaching employees**

**External – communicating & consulting with:**

* **Parents & Guardians**
* **Persons or bodies outside the school**

**Signed: …………………………………………. Name (print): …………………………………..**

**Date: ……………………………………………..**