LUTTERWORTH COLLEGE

Job Description

Post Title	Main Scale Teacher
Purpose of Post	To implement and deliver a balanced, relevant, and differentiated curriculum for students and ensure delivery of high-quality teaching and learning for which the teacher is accountable. To meet the core standards for teachers as outlined in the School Teachers' Pay and Conditions Document (STPCD). Teaching staff will be located at a school within The Lutterworth Academies Trust.
Reporting To	Named line manager
Salary / Grade Working Hours	Standard national scale in line with the current *School Teachers' Pay and Conditions* document. 1265 hours in accordance with Pay & Conditions Document relating to teachers on the appropriate MPS pay range.
Main (Core) Responsibilities	
Main Duties	• Assist in the development of appropriate schemes of work. • Contribute to the school /faculty/ department development plan and its implementation. • Attend staff development training sessions as agreed with your line manager and in line with school policy. • Engage actively in the Performance Management Review process. • Ensure the effective/efficient deployment of classroom support. • Follow the school's policies on assessment, marking and feedback, meeting all deadlines. • Maintain appropriate records and to provide relevant accurate and up-to-date information as required. • Track student progress and use information to inform teaching and learning. • Communicate effectively and regularly with parents. • Follow agreed procedures in relation to the use of IT equipment and policy on computer security. • Take part in activities such as Parent Engagement Evenings, Open Evenings, school ceremonies such as Remembrance & Commemoration. • Co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, department, and the students. • Apply the Behaviour Management policy consistently.

Pastoral System	• Be a Mentor to an assigned group of students and follow the job outline as illustrated in the POP handbook. • Register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life. • Monitor the academic progress of each student in the mentor group. • Evaluate and monitor the progress of students and keep up-to-date student records. • Communicate as appropriate with the parents of students. • Contribute to PSHE programme and ensure lessons are planned to the same standard as those of your main subject. • Take part in the enrichment programme.
Ethos & Culture	• Support the school vision *Enabling every young person to learn, flourish and succeed.* • Play a full part in the life of the school community, to support its ethos and to encourage staff and students to follow this example.
Data Protection	• Ensure all documentation is stored and processed in line with the School Data Protection Policy and Document Retention Guidelines in line with the General Data Protection Regulations (GDPR)
Health & Safety	• Comply with the school's Health and Safety Policy and undertake risk assessments as appropriate.
General	• Undertake any other duty/reasonable request as specified by STPCD, and your line manager, the Headteacher or senior member of staff.

Statement

This job description allocates duties and responsibilities but does not direct the amount of time to be spent on carrying them out and not part of it may be so construed. This job description is not necessarily a comprehensive definition of the post. It will be reviewed at regular intervals and it may be subject to modification or amendment at any time after consultation with the holder of the post.

The job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the duties as set out in the foregoing.

The details contained in this job description reflect the content of the job at the date it was prepared. Consequently, the school will expect to revise the job description from time to time and will consult with the post holder at the appropriate time.

This job description is current at the date below but will be reviewed on an annual basis and following consultation with you, may be changed to reflect or anticipate changes in the job requirement which are commensurate with the job title and grade.