

Job Description

**Post: Subject Teacher**

Accountable to: Head of Subject

**PURPOSE**

1. Implement and teach high quality lessons over an appropriately broad, balanced, relevant and differentiated curriculum.
2. Monitor and support the overall progress and development of students as a teacher/ form tutor.
3. Ensure students make progress and achieve.

**ROLES AND RESPONSIBILITIES

Ethos**

* Raise aspirations of staff and students.
* Celebrate achievement at all levels.
* Create opportunities for students to be the best they can.

**Curriculum and Planning**

* Assist in the process of curriculum development.
* Plan with Inclusion Staff to meet the needs of individual students.
* Contribute to the department improvement plan and its implementation.

**Learning and Teaching**

* Assist in the development of appropriate syllabuses, resources, schemes of learning, lesson plans and marking policies.
* Plan high quality lessons.
* Teach students using a variety of classroom strategies which will stimulate learning.
* Mark students’ work.
* Assess, record and report on the attendance, progress, development and attainment of students.
* Provide, or contribute to, oral and written assessments, reports and references relating to students.
* Ensure that ICT, Literacy and Numeracy are reflected in lessons.
* Maintain discipline in accordance with the Academy’s policy and procedures.
* Reflect upon your own practice.

**Standards and Achievement**

* Ensure all students make good progress.
* Ensure students know what they need to do to improve and respond to feedback.
* Ensure students are entered for appropriate exams/boards and tiers of entry.

**Tutoring**

* Lead the tutor group.
* Foster and have oversight of the tutor group’s academic and social progress.
* Provide opportunities for PHSE.
* Be the first point of contact between home and the Academy.

**Liaison**

* Communicate effectively and co-operate with parents/carers and outside agencies.
* Follow agreed policies for communications.
* Work closely with all colleagues sharing best practice.
* Attend and participate in meetings as required.

**Other**

* 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 member of Academy staff.
* Be committed to safeguarding and promoting the welfare of young people.
* Be aware of diversity. Help ensure everyone has equal access to the services of the Academy and feels valued, respecting their social, cultural, linguistic, religious and ethnic background.
* Participate in the performance management process and take responsibility for continuing professional development.
* Implement and comply with all Academy policies.

*All responsibilities outlined in this job description are subject to review and change. In addition; the post holder will be expected to undertake any reasonable requests made by the Principal.*