THE HIGHCREST ACADEMY
JOB DESCRIPTION

CLASSROOM TEACHER
Range Dependent on experience

Job purpose: You will be directly accountable for the academic achievement, behaviour and pastoral care of those students in your teaching groups.

Responsible to: The relevant Head of Department and ultimately the Principal

1. Follow guidelines laid down by the department relating to schemes of work. Aim to achieve good or better teaching and learning in each lesson (using OFSTED criteria and grades).

2. Mark work according to the Assessment Policy of The Academy and procedures of the department.

3. Guide and support all students in your classes to help and encourage them to achieve their academic targets as set by the Academy.

4. Set regular homework according to the published timetable and in line with the Homework Policy

5. Provide data on pupils as requested, complete reports to agreed deadlines and attend parents' evenings and review days as published in the annual calendar.

6. Follow The Academy core routines, Behaviour Policy and additional procedures for behaviour management and rewards.

7. Follow The Academy's and department's safety policies at all times.

8. Attend briefing and department meetings. Maintain good time-keeping and a professional appearance.

9. Maintain a classroom base and create an environment conducive to learning with interactive displays.

10 Take part in the agreed Performance Management procedure.

11. Take full note of SEN, EAL and G & T information in order to prepare lessons that enable pupils of all abilities and aptitudes to learn.

12. Carry out any reasonable request of the Principal.

The Postholder must be prepared to carry out additional duties, which may reasonably be required by the Principal. The duties of this post may vary from time to time, as required by the Principal, without changing their general character or level of responsibility.

All successful applicants will be required to complete a CRB form and will not be able to start their employment until the Academy has received CRB clearance.

Postholder

Signature: ……..

Printed Name: ……..

Date: ……..

Line Manager

Signature: ……..

Printed Name: ……..

Date: ……..…