Job Description: Subject Teacher

Job Title: Subject Teacher
Reporting to: Head of Department
Salary / Grade: UPS/MPS
Disclosure Level: Enhanced

To be read in conjunction with the professional duties set out in the current *School Teachers' Pay and Conditions Document.*

Job Purpose:

To carry out the professional duties of a teacher in order to secure:

- improved standards of learning and achievement for all students;
- high quality teaching and pastoral care
- effective use of resources.

Job Description:

Strategic Role	Actively contribute to: • the development of The Bicester School's aims, priorities, targets and action plans; • the development and implementation of whole school and subject policies and practices; • creating a climate which enables other staff to develop and maintain positive attitudes towards the subject and confidence in teaching it; • relating the subject(s) taught to the Curriculum area as a whole; • ensuring statutory curriculum requirements and the requirements for assessment, recording and reporting of students' attainment and progress are met.
Planning and Setting Expectations	• Plan effective lessons, activities and sequences of lessons to meet the individual needs of all students. • Contribute to the writing and review of schemes of work. • Use information and prior attainment data to set well-grounded and appropriately challenging targets. • Ensure lesson planning takes account of any SEN statement and/or IEP. • Liaise with TAs, SENCO and other sources of support as appropriate.
Teaching and Managing Student Learning	• Use teaching methods which keep students engaged, including stimulating pupils' intellectual curiosity, effective questioning and response, clear representation and good use of resources. • Set high expectations for students' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships. • Engage and motivate all students, taking appropriate action to tackle any under-achievement or disaffection. • Identify students who have special educational needs, and give positive and targeted support. Implement and keep records on progress towards IEP targets. • Ensure curriculum coverage, continuity and progression for all students, including those of high ability and those with special educational or linguistic needs. • Develop students' individual and collaborative study skills. • Effectively develop students' literacy, numeracy and ICT skills; • Contribute to students' understanding of the responsibilities and rights of citizens. • Recognise and deal appropriately with racial issues.

Assessment and Evaluation	• Consistently and effectively monitor the progress of students and give clear and constructive written oral feedback. • Contribute to the development of a range of assessment activities to track student progress. • Participate in the self-evaluation of subject(s) taught and own teaching.
Student Achievement	• Demonstrate impact of teaching on students' achievement relative to prior attainment. • Ensure all students make progress that is as good as, or better than, similar students nationally.
Liaising with parents and the wider community	• Establish a partnership with parents to involve them in their child's learning as well as providing information about curriculum, attainment, progress and targets. • Develop effective links with the local community, including business and industry, in order to extend subject activities, enhance teaching and develop the students' wider understanding. • Communicate effectively, orally and in writing, with parents, governors, external agencies and the wider community, including business and industry. • Liaise with colleagues and external agencies responsible for students' welfare.
Managing and developing staff and other adults	• Establish constructive working relationships with other staff. • Participate in own appraisal and that of other staff a required by the school policy on Performance Management and use the process to develop the personal and professional effectiveness of the teacher. • Participate in the induction of trainee and newly qualified teachers. • Lead Professional development through example and support the provision of high quality professional development by participating in coaching as well as drawing on other sources of expertise as necessary, for example, HE, LEAs and subject associations.
Managing Resources	• Maintain existing resources and contribute to the development of new resources. • Ensure the effective and efficient use of learning resources, including use of TAs and ICT.
Managing own performance and development	• Prioritise and manage own time effectively. • Achieve challenging professional goals. • Take responsibility for own professional development and use the outcomes to improve teaching and students' learning. • Keep up to date with knowledge of subject(s) taught. • Take account of wider curriculum developments.
Safeguarding Children	• Promote and safeguard the welfare of all students • Adhere to the staff Conduct Guide and the Computing Code of Conduct.
Health and Safety	• To have due regard for issues of Health and Safety relating to staff, students and visitors.
Other Specific Duties	
• Form Tutor • Duty team member	

Staff at The Bicester School are genuinely interested in distinctive and dynamic methods of teaching and learning. We are committed to safeguarding and promoting the welfare of children and expect all staff to share this commitment.

The Bicester School has a professional dress code for staff and is a non-smoking workplace.