

**Trinity All Through, Lewisham**

**Job Description**

**Title MFL Teacher**

**Salary Main Scale**

**Conditions: Permanent**

**Line led by: Head MFL Department**

**Line leadership of: None**

**As a church school it is our vocation, moral obligation and delight to provide the best possible education for each student within a Christian community.**

**Purpose**

* Actively contribute to the School’s achievement culture
* Share our common vision, values and ethos
* To ensure that attainment and progress of all pupils in all year groups within MFL are outstanding.
* To support the Head of Department at all times in all aspects of the post.

**MAIN DUTIES**

**Curriculum**

* To liaise with the Head of Department to ensure the delivery of an appropriate, comprehensive, high quality and cost-effective curriculum programme which complements the School Improvement Plan/School Evaluation.
* To innovate and encourage innovation in curriculum and pedagogy, supported by the Leadership Group to ensure all pupils are stretched and challenged.
* To keep up to date with and respond to national developments in the subject area and teaching practice and methodology.

**Trinity System:**

* To carry out all duties and responsibilities in accordance with school policies, procedures and statutory health and safety requirements
* To be familiar with the School’s Safeguarding Policy and to report concerns to the designated Child Protection Officer.
* To ensure the Behaviour Management system is implemented in the curriculum area so that effective learning can take place.
* To monitor and support the overall progress and development of pupils within the curriculum area.
* To act as a Family Group Leader (Tutor) and to carry out the duties associated with that role as outlined in the generic job description.
* To contribute to PSHEE, citizenship, enterprise, British Values, SMSC and other cross-curricular issues according to school policy.

**Teaching:**

* To plan and deliver lessons, as set out by the teacher standards, to enable pupils to reach their aspirational school target
* Assess the development, progress and attainment of pupils continuously.
* Use assessment information to plan, prepare and deliver lessons and courses which meet pupil needs in terms of challenge, relevance, continuity and progression.
* Provide pupils with constructive feedback on their progress, achievement and attainment to enable them to improve over time.
* Report regularly on pupils’ progress and attainment to parents, students and other staff
* Ensure high quality display is used to support and inspire learning and celebrate achievement
* Evaluate teaching and strive to maintain and improve its quality over time
* Plan, set and mark homework that will further develop pupil’s knowledge, understanding of skills and to support their progress towards their targets.
* To be a role model to other members of the curriculum area modelling excellent practice

**Other Specific Duties**:

* To play a full part in the life of the school community, to support its Christian mission, ethos and policies and to encourage and ensure staff and students follow this example.
* To continue personal professional development as agreed.
* To engage actively in the performance review process.
* To comply with the school’s Health and Safety policy and undertake risk assessments as appropriate.
* To undertake any other duty as specified by the current School Teachers’ Pay and Conditions Document not mentioned in the above.
* To support the Head of Department in creating a departmental handbook, departmental Self Evaluation Form, SOW and departmental Improvement Plan.
* Contribute to Duty Rotas as assigned.
* Any duty assigned by the Executive Headteacher which is commensurate with the role.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

This job description is current at the date shown, but, in consultation with you, may be changed by the Executive Head Teacher to reflect or anticipate changes in the job commensurate with the grade and job title.

**Trinity School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment**