



JOB DESCRIPTION

SPECIALIST ENGLISH TEACHER Upper Key Stage 2

RESPONSIBLE TO: Heads
Deputy Head
Assistant Head, Academic
Head of English

Core Responsibilities

- To deliver first class specialist English teaching across Upper Key Stage II to ensure the highest levels of attainment for all pupils;
- To demonstrate a thorough understanding of the rigours of 11+ and 13+ exit points, and the key stage 2 curriculum and beyond;
- To act as a lead practitioner within the school by collaborating and team teaching with other staff;
- To inspire in all areas of English through the planning and implementation of relevant, challenging and impactful lessons;
- To create an environment where all children are challenged and encouraged to articulate explanations and justify their thinking with a strong focus on reasoning and problem solving;
- To build pupils' independence and motivation through developing their metacognitive skills – their ability to plan, monitor and evaluate their thinking and learning in order to solve problems;
- To liaise with the Head of English to drive forward innovative and progressive teaching practices within the school;
- To ensure the school's ethos and aims are championed in the curriculum and co-curriculum, and its policies are borne out in practice;
- To support and contribute to the school's responsibility for safeguarding pupils;
- Form teacher responsibilities, including teaching life and culture

Teaching and Learning

- To plan, prepare and teach English lessons, in line with the curriculum, which are pacy, challenging, inspiring and according to the educational needs of all pupils in the class;
- To keep planning up to date in line with school policies;
- To promote an environment where all children are excited to learn and which fosters a spirit of enquiry;

- To set high expectations of behaviour in accordance with the Garden House Behaviour Policy;
- To meet parents both informally and formally to discuss their child's progress;
- To ensure the school's ethos and aims are championed in the curriculum and co-curriculum, and its policies are borne out in practice;
- To support and contribute to the school's responsibility for safeguarding pupils;
- To provide a safe learning environment for pupils of all abilities;
- To write regular pupil reports as per the school reporting schedule;
- To write future schools reports as appropriate;
- To work with the school's monitoring and tracking systems to consistently review pupils progress;
- To actively engage in all initiatives and aspects of school life, not simply those relating to English;
- Attend parents' evenings and give informed feedback to parents.
- To attend all departmental meetings and be prepared to share ideas and initiatives;
- Contribute to the annual review and development plans for English;
- To perform duties such as lunch/break duties as required;
- Attend weekly staff meetings.

Other responsibilities:

- Keep abreast of any directives issued by DfES, ISEB and other bodies;
- Attend courses as appropriate;
- Be available to discuss the subject with trainees and ECTs;
- Oversee provision of any clubs that may fall under the subject's remit;

Assessment responsibilities:

- With the Deputy Head, Assistant Head (Academic) and Head of Assessment, Recording and Reporting ensure relevant assessments take place;
- Analyse and discuss findings with Heads, Head of Assessment, Recording and reporting, Deputy Head and Assistant Head (Academic);
- With the Head of English, implement any changes to the curriculum in view of analysis of results.

Please note this does not constitute an exhaustive list of responsibilities and the post holder may be required to perform additional work commensurate with this role's high level of standing within the school. It will be subject to regular review by the Heads and Deputy Head.

February 2024