**THE CHALFONTS COMMUNITY COLLEGE**

**JOB DESCRIPTION**

**TEACHER**

**Name:**

**Job Purpose**

* To fully support The College's vision, mission and policies
* To be accountable for the planning and teaching of lessons and tutor periods to ensure that students achieve their individual potential

**Responsible to:** Subject Leader/HOF/Year Leader

**ACCOUNTABILITIES**

**Learning and Teaching**

* To Teach engaging lessons that motivate, inspire and improve pupil attainment
* To plan and teach lessons which are suitably differentiated to meet the needs of the individual students
* To contribute to medium and long term planning
* To promote high standards of literacy and numeracy
* To set appropriate and timely homework
* To use effective and systematic behaviour management, with clear boundaries, sanctions, praise and rewards
* To be actively involved in the delivery of whole school initiatives and contribute to the department’s enrichment programme
* To engage fully with the school’s staff development and appraisal structures and to be proactive in seeking personal, professional development

**Student Progress**

* To make best efforts to achieve the targets set for each class taught
* To Use assessment data analytically to monitor student progress and to plan/adapt future lessons to the needs of the students.
* Contribute to assessments, reports and references relating to individual and groups of pupils
* To attend calendared meetings and events such as Parents Evenings and Open Evening

**Student Support**

* To be a Group Tutor to an assigned group of students
* To deliver a programme of planned group time activities
* To carry out break and bus duties in line with College policy
* To promote the general progress and well-being of individual students and of the Tutor Group as a whole to ensure that 'Every Child Matters': to be healthy; to be safe; to enjoy and achieve; to make a positive contribution; to achieve economic well being
* To liaise with parents, teachers and the Year Leader about the progress, behaviour and well-being of students in your Tutor Group
* To leave appropriate cover work for planned and unplanned absence
* To take part, from time to time, in trips and excursions which further the education of the pupils off the school campus

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified

The College will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition

**THE CHALFONTS COMMUNITY COLLEGE**

**TEACHER**

**PERSON SPECIFICATION**

**Qualifications/Experience**

• Good Degree

• Teaching Qualification (QTS or Bachelor of Education or equivalent)

• Post 16 teaching experience is desirable

**Knowledge**

* An up-to-date knowledge of curriculum developments and the NationalCurriculum
* Knowledge of the full range of teaching and learning strategies

**Personal Qualities:**

* + An effective classroom teacher
	+ Team player
	+ Good ICT skills
	+ Excellent interpersonal skills
	+ Energy and enthusiasm
	+ A good organiser
	+ A sense of humour and a positive ‘can-do’ approach
	+ High expectations of students
	+ Good health and attendance
* Awareness of child protection and safeguarding
	+ Proactive