



# LANGLEY PARK SCHOOL FOR BOYS

South Eden Park Road Beckenham Kent BR3 3BP

Telephone: 020 8639 4700

E-mail: [office@lpsb.org.uk](mailto:office@lpsb.org.uk)

Website: [www.lpsb.org.uk](http://www.lpsb.org.uk)

Headteacher – Ms S Munday BA (Hons), PGCE, MA, NPQH

## JOB DESCRIPTION

### **ROLE: CLASSROOM TEACHER (MPS)**

#### **1) Core Job Purpose**

To provide positive support and guidance with regard to the personal, academic, social, physical and moral development of all students.

To provide a high-quality educational experience for all students.

To help the school achieve its purpose, aims and values

#### **2) General Duties and Responsibilities**

To carry out the duties of a School Teacher as set out in the School Teachers Pay and Conditions Document.

To continue to meet the Professional Standards for Teachers in England

To follow school and departmental procedures.

To support the school ethos and adhere to school policies

To be committed to safeguarding and promoting the welfare of children and young people

#### **3) Knowledge & understanding**

Be aware of and actively promote the school's aims, values, priorities, targets and action plans.

Have a secure knowledge and understanding of your specialist subject(s)

Have a detailed knowledge of the relevant aspects of the students' National Curriculum and other statutory requirements.

Understand progression in specialist subject(s)

Cope securely with subject-related questions which students raise and know about students' common misconceptions and mistakes in their specialist subject(s).

#### **4) Planning & setting expectations**

Identify clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter and the students being taught as identified in the school's Teaching & Learning policy

Set appropriate and demanding expectations for students' learning and motivation.

Set and monitor clear targets for students' learning, building on prior attainment.

#### **5) Teaching & managing student learning**

Ensure effective teaching of whole classes, groups and individuals so that teaching objectives are met, pace and challenge are maintained, and best use is made of teaching time to maximise student progress.

Use teaching methods which keep students engaged, including stimulating students' intellectual curiosity, effective questioning and response, clear presentation and good use of resources.

Participate in preparing and presenting students for public examinations

Identify and support students who have special educational needs, and implement and keep records

Ensure you provide appropriate levels of challenge for students of all abilities.

## **6) Assessment & evaluation**

Assess how well learning objectives have been achieved and use this assessment and school provided data on a regular basis for future teaching and target-setting.

Keep regular records of student progress

Set homework in accordance with the School's homework policy

Mark and monitor students' class and homework providing constructive oral and written feedback, setting targets for students' progress in line with the whole school and departmental Assessment and Feedback policies.

Understand the demands expected of students in relation to the National Curriculum, KS4 and post-16 courses.

Record and report on student progress, following school and departmental policy.

## **7) Behaviour management**

Set high expectations for students' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships, following the school systems.

Consistently apply the school's Behaviour Management policy - SPOIL, encouraging positive behaviour, using the classroom code and taking appropriate action in cases of indiscipline

## **8) Relationship with parents & the wider community**

Prepare and present informative reports to parents.

Attend parents' evenings and Open Evenings as required

Recognise that learning takes place outside the school context and provide opportunities to develop students' understanding by relating their learning to real and work-related examples.

Be prepared to liaise with agencies responsible for students' welfare

## **9) Management of performance & development**

Take responsibility for own professional development and to keep up-to-date with research and developments in pedagogy and in the subjects taught, within the context of the School Development Plan.

Understand professional responsibilities in relation to school policies and practices.

Set a good example to the students in presentation and personal and professional conduct.

Evaluate own teaching critically and use this to improve effectiveness.

Participate in school system of appraisal

Participate in arrangements for further training and professional development, including INSET

Attend and participate in faculty/departmental and other meetings as required.

## **10) Relationship with colleagues**

Establish and maintain effective working relationships with colleagues including support staff. Advise and co-operate with all colleagues on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching, assessment and pastoral arrangements

## **11) Resources**

Select and make good use of textbooks, ICT, internet and other learning resources which enable teaching objectives to be met.

## **12) Health & Safety**

Be familiar with and comply with the School's Health and Safety policies

Be responsible for the health & safety of students when they are authorised to be on school premises and when engaged in authorised activities elsewhere

Prepare risk assessments as appropriate

Take class register on SIMS and inform the office of any concerns

**13) Other**

Undertake any other professional requirements specific to this post.

This job description may not necessarily be a comprehensive definition of the post. It will be reviewed as appropriate and may be subject to modification or amendment at any time after consultation with the holder of the post.