

JOB DESCRIPTION: Secondary Classroom Teacher

Job Title:	Classroom Teacher	Department:	Secondary
Reports to:	Head of Faculty	Direct Reports:	NA

Job Scope

Responsible for delivering outstanding teaching and learning and achieving the highest possible outcomes for students.

- Teach a full English College timetable of 22 out of 28 one hour periods
- Have the highest of expectations of students educationally, socially and morally.
- Play an active role in the safeguarding of students, referring any concerns to the DSL.
- Plan engaging and creative lessons, using data to meet the needs of all learners
- Use a range of assessment strategies in order to know where each learner is and plan future learning
- Provide outstanding support as a form tutor
- Support the core purpose of the school and contribute towards continuous school improvement.
- Be a valued member of The English College community, contributing to school life beyond the classroom
- Uphold the school values at all times.

EC/ISP Principles

Begin with children and students. Our children and students are at the heart of what we do. Simply, their success is our success. Wellbeing and safety are both essential for learners and learning. Therefore, we are consistent in identifying potential safeguarding issues and acting and following up on all concerns appropriately.

Treat everyone with care and respect. We look after one another, embrace similarities and differences and promote the wellbeing of self and others.

Operate effectively. We focus relentlessly on the things that are most important and will make the most difference. We apply school policies and procedures and embody the shared ideas of our community.

Learn continuously. Getting better is what drives us. We positively engage with personal and professional development and school improvement.

Main Duties & Responsibilities

This is not an exhaustive list of all duties and responsibilities.

Teaching and learning responsibilities:

- Have excellent subject knowledge for their subject, having the subject knowledge to be able to stretch the most able learners at KS5.
- Have an in-depth knowledge of the examination requirements of the specifications that they teach in order to prepare students thoroughly for the specifics of the qualification.
- Be able to use all available contextual data to plan learning to meet the needs of all learners.
- Be a responsive teacher, adapting practice where necessary to assure that all students make progress.
- Provide appropriate challenge to all learners, including those identified as More Able and Talented, through teaching to the top and providing appropriate scaffolding and support where necessary.
- Support those with additional learning needs, for whom English is an additional language or English Language Learners by providing support and scaffolds where appropriate and drawing on the expertise of colleagues, whilst maintaining the highest of expectations of all.
- Undertake a range of formative and summative assessment strategies to know where students are in their learning and to plan future learning.
- Mark work, following the school marking policy, to ensure that students receive frequent feedback on their learning that moves them forward and enables them to make progress.
- Track and monitor the attainment and progress of individuals and groups of students, adapting provision where appropriate to ensure the highest attainment and progress for all.
- Effectively communicate with parents, through completing regular reports, attending parents' evenings, and individual communications in order to ensure that parents are involved in their child's learning at all times.
- Contribute to the creation, review and development of faculty resources, ensuring that any resources used are tailored to the specific needs of students in the class.
- Ensure students make progress within each lesson and across lessons.
- Create and nurture a warm, caring, but academically driven classroom environment.
- Maintain a positive and purposeful physical learning environment, including high quality classroom displays.

Pastoral responsibilities:

- Be responsible for the holistic, emotional and social development of a tutor group of students.
- Monitor the attendance, punctuality and behaviour of students within the tutor group.
- Deliver PERMA lessons during tutor time, following the principles of Positive Psychology.

	• Deliver Moral, Social and Cultural lessons during tutor time, in line with the MOE curriculum. • Attend assemblies and contribute to the assembly programme as appropriate. • Work closely with the Head of Year, taking direction from them and referring students who need further support to them. Other duties and responsibilities: • To promote and safeguard the welfare of children and young people that you are responsible for, or come into contact with.. • Communicate effectively and appropriately with all stakeholders at all times. • Behave appropriately at all times, inline with the EC standards and school values. • Attend school events and take part in the wider life of the school. • Offer an extracurricular club for at least two school terms that is of a high quality. • Play a part in continually improving the school by aiding the relevant improvement plans and school improvement plan. • Conduct break time/ lunch time duties as per a rota. • Cover for absent colleagues, as and when appropriate. • Take responsibility for one's own professional development journey Engaging in the school-wide professional development programme. • Any other reasonable duties as assigned by the Principal/Senior leaders/Line managers
--	---

Person Specification	
Qualifications and related Experience	• Have a good honours degree. • Hold a QTS or PGCE teaching qualification, preferably from the UK. • Have a minimum of two years' experience of teaching. • Be talented and highly motivated • Have experience teaching relevant UK curriculums • Be willing to contribute to the development of departmental resources • Contribute to whole school enrichment activities before or after school • Be able to provide an ICPC and a UK enhanced DBS or equivalent police check. • Be professional in appearance and conduct • Be willing to contribute to the wider curriculum and support the vision of the school
Competencies: Skills & Abilities	• Is honest, even when this is uncomfortable. • Has integrity, even when this is difficult. • Is transparent, consistent and fair. • Can be flexible when the situation demands. • Is reflective, always seeking to improve. • Always assumes positive intent. • Is incredibly hard working, even if it means going above and beyond. • Is a team player and can share the load at peak times. • Is a lifelong learner - engaged in their own professional development • Takes feedback well, always seeking this as helpful feedback to improve. • Is a strategic thinker - is able to see the bigger picture.

	• Pays attention to detail - has high standards. • Has impact - can follow things through to an outcome. • Is proactive at identifying issues before they arise and suggesting solutions. • Can propose solutions - solves rather than narrates problems. • Is thorough in all that they do. • Has direct and indirect leadership skills. • Is able to lead and inspire a tutor team. • Is able to seek advice where appropriate. • Has a sense of humour.
Competencies: Knowledge	• Knowledge and understanding of the relevant English National Curriculum, principles of assessment and effective record-keeping and their use to promote the educational and personal development of the students. • A strong understanding of pedagogy and teaching and learning methods • A strong understanding of child development and pastoral support
Competencies: Behavioural	• A commitment to the EC vision & values. • A commitment to encouraging the professional development of yourself and all staff, including delegation of responsibility where appropriate and possible. • Excellent, caring student-centred educator. • Ability to influence people and to work with individuals and within teams. • Ability to work collaboratively as part of a team. • Ability to react well under pressure. • Excellent organisational skills.

Safeguarding Statement

The English College and ISP are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All post holders are subject to appropriate vetting procedures and satisfactory Criminal Background Checks or equivalent covering the previous 10 years employment history.

ISP is committed to strengthening our inclusive culture by identifying, hiring, developing, and retaining high-performing teammates regardless of gender, ethnicity, age, disability status, neurodivergence, socio-economic background or other demographic characteristics. Candidates who share our vision and principles and are interested in contributing to the success of ISP through this role are strongly encouraged to apply.

Review & Declaration

This job description is subject to review by WSLT, in collaboration with the post holder to ensure that it is kept up to date and relevant. Any changes will be implemented after consultation with the post holder.

Employee Name:		Date:	
Signature:			