



**LINWOOD**  
TRAINING, SUPPORT & ADVICE

## Job Description

### Teacher

**Responsible to:** Executive Headteacher  
**Grade:** Main or Upper Pay Range + 1 SEN Point

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#### 1. Job Purpose & Objectives

The responsibilities specified in the following job description are in accordance with the School Teacher's Pay and Conditions Document, Conditions of Employment and Teachers' National Standards. The post holder will be expected to manage all aspects of teaching within the overall educational aims of the school, and maintain teaching and learning to the highest quality.

Upper Pay Spine Teachers will anticipate additional responsibility.

#### 2. Main Duties & Responsibilities

##### Teaching

- Be responsible for the education and welfare of designated classes/groups of pupils at the direction of the Executive Headteacher.
- Plan, prepare and deliver courses and lessons for designated classes/groups as required, according to their educational needs.
- Assess, mark, provide feedback, record and report on the development, progress and attainment of pupils.
- Implement a range of appropriate differentiated strategies to support pupils' learning, achievement and progress.
- Teach lessons to a standard of good or outstanding.

##### Other Professional Requirements

- Work in line with the school's Staff Code of Conduct.
- Promote the general progress and well-being of individual pupils within assigned class/group.
- Have a duty of care to all pupils throughout the school.
- Support pupils' health and well-being in line with Linwood School's policies, keeping reports and records.
- Assist in the supervision of pupils.
- Attend and lead acts of school collective worship.



- Work collaboratively with colleagues from other agencies to advise, implement and develop strategies to support personalising learning.
- Develop reflective practice to improve planning, delivery and pupils' learning.
- Participate in the appraisal scheme operated by this school.
- Perform particular duties as may be reasonably assigned to you by the Headteacher.

### **Assessments and Reports**

- Provide or contribute to oral and written assessments, reports and references relating to individual pupils and groups.

### **Professional Development**

- Complete the school's induction programme.
- Participate in further training and professional development and to disseminate information to colleagues.
- Update skills and knowledge of current educational theory and practice.
- Adapt and adopt new initiatives to meet the needs of pupils within the school as appropriate.

### **Behaviour Management, Health and Safety**

- Take responsibility for and promote positive behaviour for all pupils in the school.
- Follow Safeguarding policy and guidelines to promote the safety of all members of the school community.
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### **Staff Meetings**

- Participate in staff meetings as directed by SLT.

### **Administration**

- Participate in administrative and organisational tasks related to the teaching and learning of the pupils.
- Complete registers twice a day in line with school policy.

### **Supervisory/Managerial Responsibilities**

- Be responsible for the management and direction of teaching assistants.



- Support with the induction and appraisal process for teaching assistants.
- Support with the placement of trainee teachers.
- Support with the placement of volunteers and pupils on work experience.

### **Communications/Contacts**

- Communicate and consult with parents/carers.
- Communicate and liaise with representatives from external agencies.
- Attend or contribute to meetings.
- Foster links within the local community.

### **Entitlement**

The Headteacher and Governing Board are fully committed to ensuring the professional effectiveness of class teachers and therefore provide;

- An induction programme.
- PPA (Planning, Preparation and Assessment) time.
- Support for professional development opportunities.

### **Upper Pay Teachers additional responsibilities in line with LA Collective Agreement**

#### **UPR 1 / UPR 2**

- Demonstrate and model good practice within own class/group for other members of staff.
- Develop the planning and delivery of the curriculum within the key stage/phase to impact on teaching and learning.
- Lead learning within own key stage/phase.
- Have an impact on the learning of pupils beyond assigned classes/groups.
- Demonstrate self-evaluation by responding to feedback and adjusting planning and delivery to improve pupil learning.
- Be open to coaching and mentoring.
- Under the direction of the Leadership Team contribute to the professional development of colleagues through coaching and mentoring, demonstrating effective practice and providing advice and feedback within the key stage/phase/subject area.
- Use and demonstrate leadership skills within the team through supporting and influencing colleagues.

#### **UPR 3**



- Demonstrate and model good practice in other classrooms for other members of staff.
- Evaluate the planning and delivery of the curriculum across the whole school to impact on teaching and learning.
- Lead learning/innovation beyond own key stage/phase (with wider school community)
- Initiate, trial and evaluate approaches to teaching and learning across the school.
- Have an impact on the learning of pupils beyond assigned classes.
- Demonstrate self-evaluation by responding to feedback and adjusting planning and delivery to improve pupil learning.
- Be open to coaching and mentoring.
- Under the direction of the Leadership Team contribute to the professional development of colleagues through coaching and mentoring, demonstrating effective practice and providing advice and feedback within the key stage/phase/subject area.
- Use and demonstrate professional skills across the school through supporting and influencing colleagues.

<b>Linwood School Values for all Staff</b>	
Respect	Excellence
Trust	Support
Responsibility	Inclusivity
Harmony	Positivity