

# HOLY CROSS CATHOLIC HIGH SCHOOL

## Job Description

Post:	Teacher of English
<b>Responsible to</b>	<ul style="list-style-type: none"> <li>Headteacher, SLT link, Head of Humanities Faculty</li> </ul>
<b>Teaching and Learning</b>	<ul style="list-style-type: none"> <li>To consistently plan and deliver 'Good' or 'Outstanding' lessons to the pupils at Holy Cross Catholic High School</li> <li>To promote engagement, resilience, self-confidence, collaboration and independence through classroom teaching</li> <li>To adhere to schemes of work and assessment procedures to ensure a consistent approach to teaching and learning within a department</li> <li>To set homework in accordance with the school's Homework Policy</li> <li>To ensure that lessons take into account the full range of ability of the pupils in classes taught and to make appropriate use of information and support from the SEND department</li> <li>To involve pupils in making choices about their learning and to help pupils develop towards independence in their learning</li> <li>To monitor the progress of individual pupils using the school's tracking systems</li> <li>To analyse strengths and learning needs and to agree learning targets with pupils</li> <li>To provide pupils with regular and constructive feedback on their progress through discussion and the marking of work</li> <li>To keep accurate and informative records in line with school and department policy on assessment and recording</li> </ul>
<b>English</b>	<ul style="list-style-type: none"> <li>To assist the head of department in meeting the requirements of the National Curriculum or examination syllabus and ensure all pupils are thoroughly prepared for public examinations</li> <li>To ensure continuity and progression in the curriculum for each pupil within and across Key Stages</li> <li>To create a classroom environment which supports and stimulates learning</li> <li>To efficiently organise resources and the display of pupils' work</li> <li>To show passion for English and to keep improving historical knowledge to enrich learning.</li> </ul>
<b>Learning and collaborating</b>	<ul style="list-style-type: none"> <li>To liaise with other subject teachers where appropriate in order to promote a cross-curricular approach to learning</li> <li>To plan lessons that, where possible, promote the development of literacy and numeracy skills</li> <li>To work as part of a departmental team, reviewing and developing the curriculum and producing resources to support learning for the full ability range</li> <li>To attend the regular department meetings</li> <li>To support other members of the department and school community through the sharing of skills and experience</li> </ul>
<b>Professional Requirements</b>	<ul style="list-style-type: none"> <li>To write reports to parents in accordance with the school's Assessment, Recording and Reporting Policy</li> <li>To attend the Parents' Evenings and provide parents with information relating their child's progress and how to improve their level or grade</li> <li>To take part in performance management processes in accordance with school policy</li> <li>To carry out any such other reasonable duties in connection with subject teaching that may be required by the Headteacher of the school</li> </ul>

This appointment is subject to the current conditions of employment of teachers contained in the School Teachers' Pay and Conditions Document, the required standards for Qualified Teacher Status, other current educational legislation and the school's articles of governance. Candidates should also refer to the most up to date Teacher Standards for the generic responsibilities of a main pay scale teacher.

This job description may be amended at any time following discussion between the Headteacher and member of staff, and will be reviewed annually.

**The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.**

**The successful applicant will be subject to an Enhanced DBS disclosure.**

*I have come that they may have life and have it to the full (John 10:10)*