

Salary:	Teacher's Pay Scale
Responsible to:	Director of Extended Curriculum
Date of Job Description:	
Purpose of the Role:	<ul style="list-style-type: none"> Carry out the professional duties of a classroom teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD) and Teacher's Standards.

Main Tasks and Responsibilities

General Duties:

- To act in accordance with FCAT's policies and procedures.
- To act as a role model and work in accordance with the Trust values: pride, ambition, respect, resilience, integrity and excellence.
- To encourage and promote non-discriminatory behaviour and ensure equality and diversity is sustained within FCAT and our academies.
- To ensure compliance with the General Data Protection Regulations and maintain confidentiality in your working practices each day. To ensure compliance with FCAT's Health and Safety Policy at all times.
- To adhere to FCAT's Safeguarding policy and procedures to ensure that the duty of care for all staff, including yourself to protect children and young people is maintained.
- Any other tasks and responsibilities reasonably appropriate to this post and grade.
- To attend mandatory training and participate in performance development as required.
- To work in support of the Team FCAT Work and Wellbeing Charter.

Teaching and Learning:

- To undertake an appropriate programme of teaching in accordance with the duties of a main scale or UPS as set in the Schools Pay and Conditions document, other current educational employment and legislation and the school's Articles of Government.
- To assist the Senior Assistant Headteacher SENDCO/Inclusion to monitor student attendance together with student's progress and performance in relation to targets set for each individual, ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary.
- To act as a Form Tutor and to carry out the duties associated with that role as outlined in the generic job description
- To contribute to PSHCE, citizenship and enterprise according to school policy.
- Play a full part in the life of the school community, support its distinctive mission, vision and ethos, and encourage and ensure students follow this example.
- Act as a role model for others through the setting of high personal standards of classroom practice in order to develop a stimulating and challenging learning environment which secures effective learning and provides high standards of achievement, behaviour and discipline.
- Have a key role in promoting an atmosphere conducive to effective teaching and learning ensuring that pupils are exposed to the highest quality teaching.
- To support the Senior Assistant Headteacher SENDCO/Inclusion in the preparation and delivery of schemes of work in order to promote continuity, breadth, balance and progression in students' learning, ensuring that each student has the opportunity to maximise his/her potential.
- Take responsibility for pupil behaviour and ensure that relationships between staff and pupils are harmonious leading to highly productive and well-motivated classes.
- Ensure that differentiated teaching materials are available, and in the case of students who are identified with special educational needs (SEN), that support plans (IEP) for students are in use.

Curriculum

- Plan and prepare lessons in line with subject schemes of work, using appropriate teaching methods and resources to be used within the AP provision at Armfield Academy.

- Mark and monitor students' class and homework providing constructive oral and written feedback, and setting targets for students' progress and putting in interventions as necessary.
- Contribute to the development of schemes of learning and Subject/Faculty/PSHE policies.
- Undertake rigorous form tutoring/PSHE lessons, making planned and effective use of all teaching and tutoring time.

Students

- Set high expectations for students' behaviour, establishing and maintaining a good standard of discipline.
- Undertake student supervisory duties and cover for absent colleagues in line with school procedures.
- Operate school and subject rewards policy.
- Assess and record each student's progress, including through observation, questioning, testing and marking.
- Make every reasonable effort to ensure delivery of the school's Home School Agreement.

Monitoring

- Understand and make effective use of national, local and school data to set clear targets for students' achievement and to monitor progress.
- Meet tracking and reporting deadlines.
- Contribute to Subject monitoring of the assessment of students.
- Keep the Senior Assistant Headteacher SENDCO/Inclusion and Form Tutors informed about student progress and behaviour and action taken.
- Attend various AP placements/centers – Quality Assure the provision; reporting on the progress and benefits or alternatively any causes for concern; keeping the Senior Assistant Headteacher SENDCO/Inclusion fully informed.

Communication

- Contribute to meetings and discussions about teaching methods, schemes of learning, student progress and Subject policies

- Keep parents and line managers informed about student progress/concerns and action taken
- Attend relevant parents' evenings
- Liaise with outside agencies such as Educational Psychologist's and SEND coordinators to support the development of students.
- Maintain familiarity with statutory assessment and reporting requirements and know how to prepare and present informative reports to parents

Performance Management

- Review own professional development and identify training needs
- Take part in rigorous and effective performance management arrangements

Budgets/ resources

- Monitor appropriate expenditure
- Identify resource needs
- Operate stock control system
- Keep subject and form rooms tidy and have effective displays
- Follow agreed safety procedures for the Subject

Other

- To make a substantial and sustained contribution to the school.
- To continue to meet standards and to grow professionally by developing subject expertise.
- To provide a role model for professional practice and to make a distinctive contribution