SIR JOHN HUNT COMMUNITY SPORTS COLLEGE

**Post Title :** Teacher

**Post Grading :** MPR

**Accountable to :** Curriculum Leader

**Post Holder :**

**Main Purpose of the Post**

To carry out the responsibilities as a subject teacher in line with the Teachers’ Standards (2012), support the ethos within the English team, to contribute to raising student attainment, welfare and continued development of the curriculum area.

All teachers are required to carry out the duties of a school teacher as set out in the current School

Teachers’ Pay and Conditions document. Teachers should have due regard to the Teachers’ Standards

(2012). Teachers’ performance will be assessed against the Teachers’ Standards as part of the appraisal

Process.

**The Professional Duties and Responsibilities include:**

* To plan, implement and deliver on an appropriate broad, balanced and ambitious curriculum for all students that is underpinned by the Principles of Curriculum.
* To monitor and support the overall progress and development of students both academically and pastorally.
* To facilitate a sense of belonging and belief that all students can achieve their potential in your classroom.
* To contribute to raising standards of student progress and attainment.
* To share and support the College’s responsibility to provide and monitor opportunities for character development and student academic growth.
* To implement and uphold SJH policies, processes and systems.
* To model and promote the College values of Ambition, Endeavour and Respect in all areas of College life and instil these character traits in our students.

**Teaching and Learning**

* Adopt the SJH Principles of Teaching to support the curriculum intent.
* Adopt and effectively deliver the lesson structure in al lessons at all times.
* Adopt and effectively deliver College agreed Teaching and Learning strategies.
* Adopt and effectively deliver department lesson outline expectations.
* Effectively contribute to the College’s Tutor Reading programme.
* Ensure that students take pride in their work and that you demand high standards of presentation.
* Ensure homework is set and Year 11 revision in line with College policy.
* Ensure effective implementation and adherence to the Feedback and Assessment policy.
* Ensure effective implementation and adherence to the Data Tracking policy.
* Effectively contribute to all meetings that support student progress.
* Effectively implement the College agreed revision strategies.
* Fully engage with appraisal process.
* Fully engage with DDI process.
* Set high quality cover if absent.
* Fully participate in College QA process.

**Behaviour and Safety**

* Uphold the College’s Conduct for Learning (CfL) policy and other policies associated with ensuring the safety and wellbeing of all members of the College community.
* Establish a safe, purposeful and stimulating environment for students, rooted in mutual respect that adheres to our expectations of our CfL policy.
* Manage classes effectively using approaches which are appropriate to student needs, in order to inspire, motivate and challenge students.
* Effectively carry out duties to supervise students to support the smooth running of the College as well as student safety and wellbeing.

**Safeguarding/Equal Opportunities/Data Protection**

* The College is committed to safeguarding and promoting the welfare of children and young people. All staff must ensure that the highest priority is given to following the guidance and regulations to Safeguarding Children and Young People.
* All staff are to have due regard for safeguarding and promoting the welfare of children and young people and will follow the College’s child protection procedures. Any safeguarding or child protection issue must be acted upon immediately by informing the DSL or safeguarding team.
* To actively promote the College’s Equal Opportunities policy and observe standards of conduct which prevents discrimination taking place. Maintain awareness of and commitment to Equal Opportunities policy in relation to both employment and professional relationships.
* All staff to ensure confidentiality of personal data at all times by sharing, processing, obtaining and advising on data in accordance with the College’s Data Protection policy and procedures. All staff to have due regard for the high level of personal and special category data processed within your role.
* The College takes the responsibility of protecting and seeing the data of students, staff, parents and all associated individuals very seriously. The College requires all staff to be data protection informed and adhere to our Data Protection policy and procedures. All staff must ensure that if they suspect a data breech, they must inform the Data Protection Officer (DPO) immediately.

**Other**

* Fully participate in meetings, events and CPD that the College has planned and organised.
* Cover absence on rare occasions when agency staff or cover supervision is unable to do so.
* Communicate effectively with parents/Carers.
* Communicate and co-operate with relevant external bodies.
* Make a positive contribution to the wider life of the College such as offering to run enrichment opportunities for students.
* Follow and ensure students follow the College’s acceptable IT use policy.
* Work in compliance with the College’s Health & Safety policies under the Health & Safety at Work Act 1974, ensuring the safety of all parties.

This job description forms part of the Contract of Employment of the person appointed to the post. The duties, responsibilities and accountabilities held within the job description are indicative and may vary over time at the discretion of the Principal. The job description may be referred to as part of the appraisal and line management process. The duties and responsibilities in the job description are not restrictive and the post holder may be required to undertake any other duties that may be required from time to time. Any such duties should not however substantially change the general character of the post.

I understand and agree to the job description of a Teacher at Sir John Hunt CSC.

Name:

Signed:

Date:

January 2024