

Headteacher: Ms Angela Wallace BA Hons, PGCE, MA

Post Title	Main Scale Teacher of English
Reporting to	Head of Department
Salary/grade	Main scale
CRB Disclosure	Enhanced
Purpose:	<p><input type="checkbox"/> To teach clearly structured lessons or sequences of work which interest and motivate students, make learning objectives clear, employing interactive teaching methods and collaborative group work. <input type="checkbox"/> To have high expectations of students and build successful relationships centred on teaching and learning. <input type="checkbox"/> To teach the required or expected knowledge, understanding and skills relevant to the curriculum for students in their age range, through sustained and substantial period of time. <input type="checkbox"/> To establish a purposeful learning environment where diversity is valued and where students feel safe, secure and confident.</p>
Main Duties	<p><input type="checkbox"/> To set challenging teaching and learning objectives which are relevant to all students in your classes. <input type="checkbox"/> To use teaching and learning objectives to plan lessons and sequences of lessons showing how this will assess students' learning/progress. <input type="checkbox"/> To produce long, medium and short term planning in accordance with school policy and procedures and within required deadlines. <input type="checkbox"/> To select and prepare resources taking into account students' interests and their learning needs, language and cultural backgrounds, with the help of support staff where appropriate. <input type="checkbox"/> To plan for the deployment of any support staff who are contributing to students' learning. <input type="checkbox"/> To provide homework for students to learn in out of school contexts and encourage them to learn independently. <input type="checkbox"/> To contribute to teaching team meetings and events. <input type="checkbox"/> To differentiate teaching to meet the needs of students of all ability ranges taking into account varying interests, experiences and achievements of boys and girls and different cultural and ethnic groups to help them make good progress. <input type="checkbox"/> To manage teaching and learning time effectively. <input type="checkbox"/> To set students individual targets. <input type="checkbox"/> To actively track students' progress and devise strategies to address any underachievement. <input type="checkbox"/> To develop students literacy, numeracy, and thinking skills. <input type="checkbox"/> To use monitoring and assessment information to improve planning and teaching. <input type="checkbox"/> To monitor and assess the effectiveness of learning activities and provide immediate and constructive feedback to support students' as they learn <input type="checkbox"/> To involve students in reflecting on, evaluating and improving their own performance and progress <input type="checkbox"/> To assess students' progress accurately against appropriate standards.</p>
Curriculum Provision	<p><input type="checkbox"/> To ensure curriculum coverage, continuity and progression in the subject/area for all pupils/students, including those of high ability and those with special educational or linguistic needs. <input type="checkbox"/> To develop strategies for the use of subject/area and across school to support cross-curricular delivery including subject support for colleagues</p>

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	to enable curriculum requirements to be met.
Curriculum Development	<input type="checkbox"/> To keep up to date with national developments and to keep abreast of changes to exam series and the return to linear end of series assessment in the curriculum area and teaching practice and methodology. <input type="checkbox"/> To manage the resources available to you for subject/area and make recommendations in order to maintain and develop curriculum. <input type="checkbox"/> To support the development of Functional Skills in the subject/area of teaching.
Quality Assurance	<input type="checkbox"/> To adhere to school quality assurance procedures and those within subject/area. <input type="checkbox"/> To work within [or better] established common standards of practice within subject/area.
Communications	<input type="checkbox"/> To ensure effective communication and consultation, as appropriate, with the parents/carers of students, including written reports on students' attainment. <input type="checkbox"/> To ensure effective communication and consultation, as appropriate, with tutors, Year Attainment Managers, Key Stage Leaders, senior staff and other staff members.
Pastoral	<input type="checkbox"/> To be responsible for safeguarding and promoting the welfare of pupils/students. <input type="checkbox"/> To monitor and support the overall progress and development of pupils/students within the subject/area and/or tutor group. <input type="checkbox"/> To monitor pupil/student attendance together with their 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. <input type="checkbox"/> To act as a Form Tutor and to carry out the duties associated with that role <input type="checkbox"/> To contribute to citizenship, work related, PLTS and Enterprise education according to school policy. <input type="checkbox"/> To ensure the Behaviour Management system, including rewards and sanctions, is implemented consistently in so that effective learning can take place.
Teaching	<input type="checkbox"/> To undertake an appropriate programme of teaching in accordance with the new teacher standards.
Additional Duties	<input type="checkbox"/> To play a full part in the life of the school community, to support the aims and ethos of the school, and to encourage pupils/students to follow this example. <input type="checkbox"/> To contribute to the Extended School Out of Hours programmes including booster sessions. <input type="checkbox"/> To attend all Parents' Meetings relevant to the teaching of the department/faculty.
Other Specific Duties	<input type="checkbox"/> To continue professional development. <input type="checkbox"/> To engage actively in the performance review process. <input type="checkbox"/> To undertake any other duties as specified by the Principal not mentioned above.

	Essential	Desirable
Qualified Teacher Status	*	
A degree in English or a related subject	*	
Evidence of a commitment to your own professional development	*	
A keen interest in developing the teaching of English	*	
Working effectively as a form tutor	*	
Excellent communication and presentation skills	*	
Competent user of ICT	*	
Passion for teaching	*	
Energy, enthusiasm, and flexibility	*	
Good health & attendance record	*	
Sense of humour	*	
Ability to work under pressure	*	
Evidence of high achievement in teaching across the key stages		*
Ability to use and promote a wide range of teaching methodologies		*
Strategies to enhance teaching and learning of ICT within English		*

