

Deanery CE Academy - Teacher Main Pay Range Job Description

This academy is committed to safeguarding and promoting the welfare of children and young people and requires all staff to share this commitment.

As a Main Pay Range Teacher you are required to be competent in all elements of the Teacher Standards, to discharge the Teachers Responsibilities as set out in the Contractual Framework for Teachers of the School Teachers Pay and Conditions Document and to act in accordance with the Academy's ethos, policies and practices, under the direction of the Headteacher.

1. Teaching

1. Plan and teach lessons and sequences of lessons to the class(es) you are assigned to teach within the context of the Academy's plans, curriculum and schemes of work in order to achieve target levels of pupil attainment, progress and outcomes.
2. Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils.
3. Set and mark work to be carried out by the pupil in school and elsewhere.
4. Participate in arrangements for preparing pupils for external examinations.

2. Whole school organisation, strategy and development

1. Contribute to the development, implementation and evaluation of the Academy's policies, practices and procedures in such a way as to support the Academy's values and vision.
2. Work with others on curriculum and/or pupil development to secure coordinated outcomes.
3. Supervise and so far as practicable teach any pupils where the person timetabled to take the class is not available to do so. (You will only rarely be required to provide such cover in circumstances that are not foreseeable).

3. Health, safety and discipline

1. Promote the safety and well-being of pupils in accordance with the Academy's Child Protection and other relevant policies.
2. Maintain good order and discipline among pupils in accordance with the Academy's behaviour policy.

4. Management of staff and resources

1. Direct and supervise support staff assigned to you and, where appropriate, other teachers.
2. Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff.
3. Deploy resources delegated to you in accordance with Academy policies.

5. Professional development

1. Participate in arrangements for the appraisal and review of your own performance and, where appropriate, that of other teachers and support staff.
2. Participate in arrangements for your own further training and professional development and, where appropriate, that of other teachers and support staff including induction.

6. Communication

1. Communicate with pupils, parents and carers in accordance with the Academy ethos, policies and practice.

7. Working with colleagues and other relevant professionals

1. Collaborate and work with colleagues and other relevant professionals within and beyond the Academy.
2. Participating in administrative and organisational tasks, including the direction or supervision of persons providing support for the teachers in the Academy, which require the exercise of your professional skills and judgment.

8. Fulfil wider professional responsibilities

1. Make a positive contribution to the wider life and ethos of the Academy.
2. Promote and lead extra-curricular activities in line with the traditions and expectations of the academy within the context of a life work balance.
3. Taking appropriate responsibility for one's own health, safety and welfare and the health and safety of pupils, visitors and work colleagues in accordance with the requirements of legislation and locally-adopted policies; including taking responsibility for raising concerns with an appropriate manager.

9. Other Specific Duties

1. Undertake the role of Tutor.
2. Share in supervisory duties according to the academy's published rotas.
3. Keep up to date with school information e.g. the weekly bulletin, staff handbook
4. Participate in any arrangements within an agreed national framework for the appraisal of your performance and that of other teachers.
5. Continue personal development as agreed.
6. Engage actively in the appraisal process.
7. Employees will be expected to comply with any reasonable request from a line manager to undertake work of a similar level that is not specified in this job description.
8. Employees are expected to be courteous to colleagues and to provide a welcoming environment to visitors and telephone callers.
9. The academy will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.
10. Undertake any other duty as specified by STPCD not mentioned in the above.

For all staff - You have specific responsibilities under Health and Safety / Safeguarding legislation to ensure that you:

- Take reasonable care for your own health and safety, and that of others affected by what you do, or do not do.
- Cooperate on all issues involving health and safety.
- Use work items provided for you correctly, in accordance with training and instructions.
- Do not interfere with or misuse anything provided for your health, safety or welfare.
- Report any health and safety concerns to your line manager as soon as practicable.
- Report any safeguarding concerns to a senior member of staff.
- Attend safeguarding training as requested.

This job description is current at the date shown, but, in consultation with you, may be changed by the Head Teacher to reflect or anticipate changes in job commensurate with the grade or job title.

Special notes and conditions

The duties listed in this job description are neither exclusive nor exhaustive and the postholder may be required to undertake other tasks, commensurate with the responsibilities and grade of the post, as reasonably requested by the Trust Senior Leadership Team. It is the practice of DBAT to periodically review job descriptions to ensure that they relate to the job performed and to incorporate any changes. In these circumstances, DBAT will seek to reach agreement on reasonable changes but, where agreement is not reached, DBAT reserves the right to make changes to the job description, following consultation.

DBAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. As this post meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants who are offered employment will be subject to an Enhanced Disclosure and Barring Service Check (DBS) before the appointment is confirmed. This will include details of ALL cautions, reprimands or final warnings as well as convictions, whether “spent” or “unspent”. Criminal convictions will only be taken into account when they are relevant to the post.