**Job Description**

(pay range unqualified 1 to 6)

**Job Title:** Unqualified Classroom Teacher

### Accountable To: Principal

## JOB PURPOSE

## To take responsibility for a class of mixed ability children, recognising children as individuals

## To promote the aims of the school through effective teaching and learning

* Lead and maintain an overview of teaching, standards and ongoing improvement in the above specified subject/s and/or aspects.
* To develop self in relation to individual needs
* To contribute to the developing ethos of the school by participating in reviews of policy and practice.
* To contribute to the wider learning opportunities across school

### JOB CONTEXT

This job description reflects the vision, strategic plan and policies of Abbey View School. The specific nature and balance of these responsibilities will vary according to the needs of the school and may at times be shared.

At Abbey View School we follow the statutory requirements and guidance of the School Teachers’ Pay and Conditions Document and DFE conditions of employment which are reflected in the school’s current Pay Policy. The expectation is that teaching will be at least good**;** this means that all teachers are expected to be meeting the Teachers’ Standards, (Appendix 1) to a good level as appropriate to the stage of their career development.

**MAIN DUTIES**

**Teaching**

* Plan and teach lessons and sequences of lessons to the classes you are assigned to teach within the context of the school’s plans, curriculum and schemes of work.
* Assess, monitor, record and report on the learning needs, progress and achievements of assigned students.
* Participate in arrangements for preparing students for external examinations.
* Support in the wider aspects of learning across the school

**Whole school organisation, strategy and development**

* Contribute to the development, implementation and evaluation of the school’s policies, practices and procedures in such a way as to support the school’s values and vision.
* Work with others on curriculum and/or student development to secure coordinated outcomes.
* Supervise and so far as practicable teach any students where the person timetabled to take the class is not available to do so.

**Health, safety and discipline**

* Promote the safety and well-being of students.
* Maintain good order and discipline among students.

**Management of staff and resources**

* Direct and supervise any support staff assigned and where appropriate, other teachers.
* Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff.
* Contribute to the training of other staff
* Deploy any delegated resources
* Review and coordinate the usage of resources in the subject/s

**Professional development**

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

**Communication**

* Communicate with students, parents and carers.

**Working with colleagues and other relevant professionals**

* Collaborate and work with colleagues and other relevant professionals within and beyond the school.

**Other**

* Arrange and promote relevant subject activities to promote students’ enthusiasm and interest
* Any other reasonable duties as directed by the Principal

Signed…………………………………………….. (Job Holder) Date ………………………

Signed ……………………………………………...(Line Manager) Date ………………………

# **Person Specification – Unqualified Classroom Teacher**

## *Qualifications/education/training:*

**Essential:**

* Degree level qualification.

**Experience/skills/knowledge and abilities:**

**Essential:**

* Appropriate experience of teaching classes across the age and ability range
* Ability to plan and deliver motivating and appropriately challenging lessons
* Ability to build good relationships with young people with effective behaviour management strategies
* High expectations for young people and what they can achieve
* Ability to communicate clearly and effectively with students, parents and staff in a range of formats
* Knowledge of current curricular changes
* Commitment to the process of self-evaluation and striving to continually develop practice and share best practice with the team
* Willingness to be involved in and contribute to the development of the department and extra-curricular activities.

**Desirable:**

* Experience of teaching at KS3 and KS4
* Familiarity with Edexcel 9-1 GCSE
* Wider knowledge of current educational issues
* Creativity in using new technologies or teaching practices to help students learn and make progress.