

JOB DESCRIPTION

Department:	Education
Section:	Frome College
Job Title:	KS2/KS3 Teacher
Reports To:	SENCo
Main Purpose of Job:	
<ul style="list-style-type: none"> • Take responsibility for planning and implementing agreed schemes of work for all children in the designated intervention, within the framework of statutory and recommended national and School policies. • Maintain assessment records and to report on students' progress to senior staff and parents/carers, in accordance with national and School policy. • Manage additional adults who are deployed to work with the intervention group and/or specific students with identified special needs and/or disabilities (SEND). • Safeguard students, adhering to the school's agreed staff handbook and safeguarding/child protection policies at all times. 	
Main Responsibilities and Duties:	
<ul style="list-style-type: none"> • Plan, differentiate and mark student's work in accordance with national and school policies. • Ensure that all students experience a broad, balanced and stimulating curriculum offer, in line with the agreed curriculum maps and statutory guidance. • Actively differentiate teaching and learning experiences so that each student has the opportunity to make excellent progress and achieve standards that meet his/her full capability. • Ensure that all students, including those in identified contextual groups, make at least good academic progress and outstanding progress wherever possible. • Provide students with opportunities to manage their own learning (e.g. Assessment for Learning) and become independent learners. • Create a secure, safe and stimulating classroom environment and maintain the highest standards of organisation, behaviour and discipline. • Set high expectations for students' behaviour establishing and maintaining a good standard of discipline through well focused teaching, effective classroom management and through positive and productive relationships. • Maintain a high standard of display within the classroom that supports and enhances students' learning. • Arrange for resources, equipment and materials to be available in such a way that they are properly cared for, easily accessible and encourage students to become responsible for their own learning. • Work collaboratively with colleagues to undertake medium and short-term 	

planning that supports students within the identified intervention group to transition to mainstream secondary lessons.

- Assess students' progress, maintain records and provide written reports to parents/carers in accordance with school and national policies.
- Communicate openly and clearly with parents, carers and outside agencies about children's wellbeing & safety and their progress & attainment.
- Ensure that School aims and objectives, in relation to the curriculum, equal opportunities, safeguarding and discipline are promoted in everyday classroom organisation and practice.
- Liaise with school-based and other external professionals and support staff as required.
- Take responsibility for the management of other adults as described in the purpose of this post.
- Proactively research and undertake continuous professional development (CPD) opportunities through and participate actively in the school's arrangements for appraisal and performance management.
- Act within, the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current School Teachers Pay and Conditions Document and Teacher Standards.
- Liaise with support staff, such as Teaching Assistants, to ensure a coherent programme of study for students in the classroom.
- Attend staff briefings and departmental meetings as required.
- Carry out a share of supervising duties in accordance with published schedules.
- Carrying out such other tasks commensurate with the above as may be required from time to time by the Headteacher.

Facts and Figures:

Staff: 160 approx.

Students: 1200 approx.

Knowledge and understanding

- Have a sound knowledge and thorough understanding of the concepts and skills required to teach phonics and basic numeracy skills and a detailed knowledge and understanding of the National curriculum programmes of study at KS2 and KS3.
- Understand the framework for teaching reading, writing and maths and the routes of progression within these.
- Understand and know how national, local comparative and school data can be used to set clear targets for students' achievement.
- Understand how students' learning is affected by their physical, intellectual, emotional and social development.
- Be familiar with health and safety requirements, where relevant, and plan lessons to avoid potential hazards.

Attributes and professional contribution to the community:

- Establish a safe and stimulating environment for students rooted in mutual respect
- Demonstrate consistently the positive attitudes, values and behaviour which are expected of students.
- Contribute positively and effectively to working relationships across the school through positive contribution in academic, pastoral and other school meetings.
- Make a positive contribution to the wider life and ethos of the school.
- Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues.
- Communicate effectively with parents/carers and take part in liaison events with parents and agencies outside school, as appropriate.

Contacts and Relationships:

- Liaising with the Principal, Vice Principals and Assistant Principals, other Faculty Leaders/Department, Student Services and relevant staff with cross-school responsibilities, relevant non- teaching support staff, LA staff, parents, Governors.

Additional Information:

- Frome College is committed to safeguarding and promoting the welfare of our students and all staff working within the school are expected to share a commitment to doing this. You will be expected to report any concerns relating to the safeguarding of students. Details of the procedure can be obtained from the SENCO/Child Protection Officer

Additional Information:

- You will be required to carry out break/lunch duties as part of the college rota system.
- You will be expected to undertake any other duties as directed by your line manager that falls within this grade.
- To play a full part in the life of Frome College, to support it's written statement of values and aims, the broad aspiration of Frome College and to encourage and ensure staff and students to follow this example.
- Qualified Teacher Status is required.

Whilst every effort has been made to explain the main duties and responsibilities of the post, not all individual tasks undertaken will necessarily have been identified.

Agreed that the Job Description is a fair and accurate statement of the requirements of the job:

Job Holder: Date:

Line Manager: Date: