



JOB DESCRIPTION

Title: English Teacher - KS3

Salary Grade: MPS

Reporting to	Head of English Faculty
Purpose	- To teach inspirational lessons for our pupils, securing excellent outcomes and progress for all. - To act within the statutory frameworks, which set out professional duties and responsibilities in accordance with Teacher Standards. - To support the Head of English to ensure the development and success of the department. - To act as an effective member of the school teaching staff, carrying out assigned teaching duties and responsibilities. - To keep up to date with relevant curriculum developments. - Keep effective records including assessment and curriculum planning - Act as a responsible member of the school staff with regards to school & Trust policies and procedures. - Undertake pastoral and administrative duties in respect of pupils in the tutor group. - Tutor Information – Tutors are required to carry out duties and responsibilities included in the Tutor role, under the direction of the school pastoral lead.
Key Responsibilities	Planning, understanding pupils and setting high expectations - Plan for and deliver the agreed curriculum, and other statutory requirements. - Set clear learning objectives, content, lesson structure and sequences appropriate to the subject matter. - Set appropriate and demanding expectations, targets for learning and motivation. - Consider the needs of learners who have special educational needs and/or other vulnerabilities and ensure via school systems that these learners get positive and targeted support. Managing learning to ensure: - Effective teaching so that learning objectives are met, momentum and challenge are maintained, and the best use is made of teaching time. - High expectations for learners, behaviour and the establishment and maintenance of good standard of discipline through well focused teaching and through positive and productive relationships. - Teaching methods are used that keep learners engaged. - Good use is made of learning resources which enable learning objectives to be met. - Health and safety regulations are observed, and safe working practices followed.





**Curriculum
Development:**

Evaluate and assess effectively to ensure:

- An effective planning, teaching and assessment cycle informs next steps.
- The marking and monitoring of classwork and homework provides constructive oral and written feedback setting targets for learner's progress.

Build relationships with staff, parents and community to ensure:

- Accurate and informative reports are prepared for presentation to parents.
- That there is a recognition that learning takes place outside a school context, and opportunities are provided to develop learner's understanding by relating to real and work-related examples.
- Effective working relationships are established with professional colleagues within our "one staff" ethos.
- Participation in the development of schemes of work, materials and syllabuses of the department and attendance at department team meetings.

Managing Performance and Development to ensure:

- Responsibility is taken by individuals for their own professional development.
- Self-evaluation of teaching takes place and is used to improve its effectiveness.
- To ensure that the core focus in the school is learning.
- To support the department in developing appropriate, rich, teaching and learning strategies.
- To work with colleagues to formulate aims, objectives and plans that relate to the wider Academy Improvement Plan
- To support curriculum development of the department.
- To set, monitor and support the delivery of targets for use and application within the department.
- To keep up to date with national developments within pedagogy and teaching practice and methodology.
- To monitor and respond to curriculum development and initiatives at national, regional, and local levels.
- To work with colleagues to create innovative resources that reflect our desire to be an acknowledged centre of excellence.
- To promote teamwork and to motivate our team with a 'can-do' philosophy to ensure effective working relations.

All Wessex Learning Trust staff are expected to;

- Ensure that the aims, priorities and policies of the school and Trust are adhered to.
- Act as a positive representative and advocate of the school and its learners in all circumstances and at all times.
- Carry out any other duties as reasonably requested by the Headteacher.
- Be committed to safeguarding and promoting the welfare of learners and young people and all staff working with these groups are expected to share a





	commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern the school agreed child protection procedures will be followed alongside implementation of the school disciplinary procedures.
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Additional duties and Information	In addition, staff must ensure: • They carry out the supervision of pupils as detailed by SLT. • They participate as required in meetings with colleagues and parents in respect of the duties of the post. • They accept a specific responsibility within the department team, House or staff as determined by mutual agreement including taking responsibility for an extra curriculum area of the department. • They carry out the duties of a tutor, to include: the maintenance of discipline and acceptable standards of conduct and appearance of learners; the establishment of rapport with learners to develop their social and academic potential. Support the Head of Department in establishing/maintaining high standards of behaviour in classes using the School's Behaviour and Rewards policies. • The monitoring of homework, teaching of tutor periods, attending tutor meetings arranged by the Pastoral Lead.
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Signature	
Name (in capital letters)	
Date	

