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| School: | The Clifton Centre – Key Stage 4 PRU |

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| **Job details** |  |
| **Job title:** | Teacher (with responsibility for leading the English Department) |
| **Grade:** | MPS/UPS + SEN |
| **Location of work:** | The Clifton Centre - Key Stage 4 PRU |
| **Directly responsible to:** | The Head of CentreSLT |
| **Directly responsible for:** | Teaching of at least 2 curriculum subjects (1 being English) |
| **Hours of duty:** | 1265 per annum |
| **Primary purpose of the job:** | To provide an effective education for children by teaching within the framework provided by the Governing Body and the Local Education Authority and with regard to all statutory requirements.This service is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. |

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| Main duties and responsibilities/accountabilities |
| * To fulfil the Conditions of Employment for School Teachers as laid down in the Pay and Conditions Act 1991 and subsequent amendments.
* To provide a well-managed, stimulating and effective learning environment for children
* To prepare curriculum plans and programmes of work which are appropriate to the needs, experience and knowledge of pupils
* To manage other staff in the department as well as non-specialist staff who deliver English at one of our other sites or on our outreach programme
* To deliver each pupil’s entitlement to a broad and balanced curriculum
* To work towards continuity in planning, evaluations and records, especially at times of transition
* To contribute to whole school curriculum development and to reflect such initiatives in classroom planning and practice
* To participate in professional development initiatives established by the school and by the Authority.
* To develop and maintain relationships with parents/carers and other agencies as partners in their children’s learning
* To work co-operatively within the staff team
* To take responsibility for a core curriculum area and manage non specialist staff in the delivery of teaching and learning in a specialist subject area
* To take an active role in developing teaching and learning across the centre as part of the centres action plan
* To consistently deliver good/outstanding lessons to enable all pupils to make good /accelerated progress
* To have up to date knowledge of latest changes/developments in a specialist subject area.
* To take responsibility for a Form Group, developing good relationships with the students and parents/carers
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| Review arrangements |
| The details contained in this job description reflect the content of the job at the date it was prepared. It should be remembered, however, that it is inevitable that over time, the nature of individual jobs will change, existing duties may no longer be required and other duties may be gained without changing the general nature of the duties or the level of responsibility entailed. Consequently, the council will expect to revise this job description from time to time and will consult with the postholder at the appropriate time. |

#### Date job description prepared/revised: 10/12/2024

**Prepared/revised by: Julie Owen/ Steph Carr**

**Agreed job description signed by holder: Julie Owen**