Job Description

Teacher at Blessed Edward Oldcorne Catholic College

Responsible to:

Head of Department

Core Purpose:

To be an effective teacher who has knowledge of the curriculum, is able to assess students' learning effectively and take on responsibility for professional development. The aim is for your students to achieve, at the very least, expected levels of progress.

Duties and Responsibilities include:

In fulfilling the requirements of the post the teacher will demonstrate essential professional characteristics, and in particular will:

- promote the wider aspirations and values of the college
- inspire trust and confidence in students and colleagues
- build team commitment with colleagues and in the classroom engage and motivate students
- improve the quality of students' learning
- contribute to the college improvement/development planning process and promote the learning priorities of the College Improvement Plan
- contribute to the development and/or implementation of college policies
- use the performance management process to advance student learning and enhance professional practice in line with the college's aspirations and priorities
- promote inclusion in the college
- take responsibility for promoting and safeguarding the welfare of children and young people within the school
- fulfil the professional responsibilities outlined in the current School Teacher's Pay and Conditions Document

Areas of Responsibility and Key Tasks

Planning, Teaching and Class Management
Teach allocated students by planning and delivering lessons which achieve progression of learning through:

- understanding and applying effective classroom management strategies
- understanding and applying a range of teaching strategies
- positively targeting and supporting individual learning needs by making the required adjustments to ensure that all students can access the curriculum.
- working closely with learning support mentors to ensure all reasonable adjustments are being made for students.
- maintaining high levels of behaviour and discipline
- effectively using homework and other extra-curricular learning opportunities
- demonstrating appropriate consistent progress for all students across all spectrums of background, ability and behaviour; and that compares favourably with students in similar settings

Monitoring, Assessment, Recording, Reporting

- use performance data to evaluate students' progress and set appropriate targets for improvement
- use assessment to inform planning and teaching
- report on progress to parents and other colleagues
- take a register for each lesson

Care, Support and Guidance Duties

- be a Form Tutor to an assigned group of students
- promote the general progress and well-being of individual students and of the Tutor Group as a whole
- liaise with the Heads of Year to ensure the implementation of the college's support systems
- register students, accompany them to assemblies and worship, encourage their full attendance at all lessons and their participation in other aspects of college life
- contribute to the preparation of reports
- alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved
- communicate, as appropriate, with parents of students and persons or bodies outside the college concerned with the welfare of individual students, after consultation with appropriate staff
- contribute to the college PSHE programme as appropriate.

Other Professional Requirements

- have a working knowledge of teachers' professional duties and legal liabilities
- operate at all times within the stated policies and practices of the college
- maintain an up to date knowledge of good practice in teaching techniques

- know subject(s) or specialism(s) to enable effective teaching
- take account of wider curriculum developments
- play an active role in curriculum development in relevant subject areas
- undertake professional development to enhance teacher and students' learning
- complete all necessary safeguarding training.
- play an active role in the life of the college

NOTES

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

This post is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document, the 2012 School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation. This job description should be read in conjunction with the DfE Teachers' Standards.

This job description may be amended at any time following discussion between the Headteacher and member of staff and will be reviewed annually.

Blessed Edward Oldcorne Catholic College is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. This position is therefore subject to past employment references, social media/online checks and an Enhanced Disclosure and Barring Service check.

Signed …….

Date ……