**JOB DESCRIPTION**

Langley Park School for Girls is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

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| **Title:**  Sixth Form Academic Support teacher | Schools are complex organisations designed to support the learning of our young people. The better the education they receive, the greater their life chances and choices they will have. All young people deserve a world class education. This is only possible when everyone within a school works as part of a team, regardless of their role, to support the creation of effective and inspiring teaching & learning experiences.  **Job Purpose:**  To support specialist teaching staff in delivering the highest quality learning experiences in order that all our students achieve their potential.  To support the outcomes of young people by performing the following:  **Duties and Responsibilities**   1. To manage a caseload of Sixth Form learners who are identified as needing additional support. This includes liaising with subject teachers, the Sixth Form Team and the Learning Support Team in order to support them in achieving their potential 2. To value and contribute to the school’s achievement culture, to its commitment to ensure that all students meet or exceed the progress of which they are capable 3. To implement all whole-school policies so that students’ learning, health and safety are consistently supported 4. To attend and participate in all scheduled meetings in accordance with the school’s published calendar 5. To liaise with home to ensure a coordinated approach to learning support 6. To share in supervisory duties in accordance with the school’s published rotas 7. To be conversant with all published school information 8. To keep session registers and to record details of classwork, homework and personalised independent study set for students 9. To participate in public and internal examination arrangements together with any other review or assessment programmes and to report on these in accordance with published schedules 10. To contribute to the formulation and implementation of departmental and faculty policies 11. To be responsible for the best use, supervision and security of any resources allocated to you |
| **Postholder:** |
| **Date Appointed:** |
| **Salary Point:**  Unqualified Teacher Scale/MPS |
| **Hours**  TBC |
| **Date of this Job Description**  January 2022 |
| **Immediately responsible to:** SENCO  **Responsible for:**  Academic progress of Sixth Form students with additional needs |
| **Job Purpose:** |
| Through effective support of students and liaison with colleagues, to be responsible for helping students to realise their learning potential. |

# Agreed and signed

Postholder ................................................ Date ....................................

Headteacher ................................................. Date …….............................