

Silverwood School

JOB DESCRIPTION – Teacher and Subject leader of Humanities

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| DESIGNATION OF POST: | Teacher for students with complex needs, including ASD |
| SALARY: | Pay Scale, according to experience |
| ALLOWANCE: | Special Needs Allowance |
| REPORTS TO: | Head of Learning |
| EFFECTIVE DATE: | |

The post holder has responsibility for safeguarding and promoting the welfare of students at the school

OVERALL PURPOSE OF POST

1. To teach a variety of different subjects to their own class
2. To be responsible for a tutor group
3. Teach subjects, as necessary across KS3 & 4, in order to ensure the effective delivery of the school's curriculum
4. To ensure the effective education of students in accordance with the school's Policy Statements

KEY TASKS

1. To teach a variety of different subjects to your class, including:
 - a. Developing and implementing the school's written Policy and Scheme of Work
 - b. Planning for development, differentiation and progression
 - c. Working with other colleagues from a variety of other subject areas
 - d. Identifying and challenging more able students within your designated class
 - e. Organising, storing and monitoring associated resources
 - f. Reviewing resources and recommending resource developments
 - g. Undertaking personal study and training to keep abreast of developments/initiatives
 - h. Actively participating in In-Service training and meetings
 - i. Advising the Head Teacher, Governors and Parents on Standards of Achievement
 - j. Participating in the monitoring and review of Policy and Practice
 2. To teach a variety of classes, as necessary
 3. To undertake the responsibilities of subject leadership in Humanities.
 4. To act as tutor/class teacher to a designated group of students
 5. To develop friendly and trusting relationships with students, to encourage them to take responsibility for their own learning and to maximise their potential
 6. To ensure the good behaviour of students and develop within them positive attitudes towards adults, peers, property and work
 7. To create a stimulating and challenging learning environment
 8. To maintain effective systems of assessment, monitoring, moderating, record-keeping and reporting on student progress and attainment.
 9. To ensure that the mental health and well-being needs of children within your class are met
 10. To support the successful implementation of the School's Values-Based Curriculum
 11. To contribute to wider curriculum development by taking an active part in related discussion and planning.
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- 12. To attend weekly teachers' meetings
- 13. To uphold the school's values

OTHER DUTIES

The post-holder may be expected to carry out duties other than those given in the job description, where the level of responsibility is similar and he/she has appropriate qualifications, or receives appropriate training to carry out those duties.

CONDITIONS OF POST

The post is subject to the professional responsibilities set out in the School Teachers' Pay and Conditions Document, relevant legislation and Department of Education regulations and circulars.

DISCLOSURE & BARRING

The nature of the work requires that the post-holder has undergone checks by the Disclosure and Barring Service and has enhanced Disclosure.

EQUAL OPPORTUNITIES

The post holder has a responsibility to understand and abide by the obligations laid down in the school's equal opportunities policies.

HEALTH AND SAFETY

The post holder has a responsibility for his/her own health and safety, and that of others who may be affected by their acts or omissions. In addition, Supervisors have responsibility to ensure that, on a day-to-day basis, work is conducted within the framework of all local guidelines and policy. Managers are responsible for implementing the school's Health, Safety and Welfare Policy within their area of control.

Date of commencement of current post/duties:

Signed (Postholder)

Date

Signed (Head of Learning)

Date