

Job title:	Teacher at Billing Brook School
Salary and grade:	Standard national scale in line with the current <i>School Teachers' Pay and Conditions</i>
School:	Billing Brook School
Line manager:	The Headteacher, members of Senior Leadership Team (SLT) and the Governing Body
Supervisory responsibility:	The postholder may be responsible for the supervision of the work of other adults in the classroom relevant to their role and responsibilities.

Main purpose of the job

- Together with the Senior Leadership Team ensure a high standard of provision for all pupils
- To teach groups of pupils across the school as directed by a member of the Senior Leadership Team
- To plan, prepare and deliver differentiated lessons as required and ensure that each pupil has access to a broad, balanced and relevant curriculum, including the National curriculum and the whole school curriculum, differentiated to meet the needs of the individual
- To manage identified staff within classroom and beyond as required, ensuring they are briefed appropriately to be able to discharge their duties
- To be a competent classroom practitioner using creative and diverse teaching approaches to meet the needs of all pupils
- To be responsible for the pastoral care of pupils in your class and others, dealing with incidents of behaviour and well being of pupils as required
- To contribute to reports relating to the pupils taught as per the academy schedule as required.
- To work cooperatively, respecting and valuing contributions from all members of the team
- To work in partnership with parents, carers and other professionals to promote the learning and well being of all pupils
- Actively participate in whole school self evaluation, school development, improvement planning and self assessment as required.
- To take responsibility within the role of the class teacher/cover teacher for the health and safety of pupils, self and colleagues, ensuring safe working practices and working procedures
- To be responsible for promoting and safeguarding the welfare of children and young people within the school and on all off site activities at all times
- To maintain respect and confidentiality in all matters in accordance with school policy and expectation

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In addition carrying out the duties of a class teacher as outlined in the most recent *School Teachers' Pay and Conditions Document*, the post holder will be expected to carry out the following where appropriate:-

Leadership and management role

- Contribute to the vision and ethos of the school
- Lead a identified subject (s) - e.g Maths across the school / department
- Liaise with colleagues to contribute, implement and evaluate the success of the school development and improvement plan
- To have regard for the outcomes of Every Child Matters and the Billing Brook vision.
- To be an effective role model for your immediate team and other staff in terms of teaching, behaviour management and classroom management
- Monitor and review the curricular provision delivered ensuring:
 - breadth and balance of the curriculum
 - review pupil progress throughout the lessons, using the Billing Brook processes to record information and ensure the use of information for planning and target setting across the subjects you are working within
 - completion and transfer of records and implementation of all policies
 - differentiation and personalised learning goals are set for pupils
 - quality of learning and teaching with responsibility for improved pupil outcomes
 - engage fully in lesson observation schedules
- To ensure school policies are translated into practice and that you bring to the attention of SLT any which may need revisions, amendments or raise concerns
- To participate in regular department, curriculum and staff development meetings with colleagues
- Support and Manage the transition of pupils within the school and individual classes
- To assist in the smooth running of the school at lunch time as part of the duty rota as requested by the Headteacher or other members of the SLT

Curriculum responsibility

- Moderate the subject work through planning scrutiny, peer observations and moderation activities if required.

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Administrative and Other tasks

- Organise and monitor the use of resources;
- Be responsible for the organisation, planning and evaluation of the school programmes for subject(s) taught
- Be responsible for the organisation of all assessment tasks within your teaching commitments and subjects
- Ensure and be ultimately responsible, for all practices related to the well being and welfare of each individual child is followed, in line with school expectations as well as local and national practice i.e the administration of medicines

Staff development

- Participate in staff training and development opportunities as appropriate
- Keep abreast of current developments within the academy and department

Other Aspects

To play a full and active role in the wider school community, including attendance at meetings and external training if required

To undertake any duties of a similar level and responsibility as maybe required by the Headteacher

This job description is not your contract of employment, or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed.