
JOB DESCRIPTION

SUBJECT TEACHER



KING EDWARD VI
ASTON SCHOOL

Educational excellence for our City

1. The Purpose of the Position

- i. To deliver high-quality teaching across all year groups, inspiring students through engaging and innovative lessons that promote curiosity, creativity, and practical problem-solving.
- ii. To contribute to the ongoing development of the curriculum, ensuring it remains challenging, relevant, and aligned with national standards and the broader aims of the school.
- iii. To support the academic and personal progress of all students, using effective assessment and feedback strategies to secure achievement for learners of all abilities.
- iv. To participate in departmental initiatives and whole-school activities that enrich students' learning experiences and foster wider engagement with the curriculum.
- v. To maintain a safe and productive working environment in workshops and classrooms, adhering to Health and Safety legislation and best practice at all times.
- vi. To collaborate effectively with colleagues within and beyond the department to promote cross-curricular links and a cohesive approach to teaching and learning.

2. Line Management Responsibility

The teacher is line managed by the appropriate Subject or member of SLT

3. Responsibilities of a Classroom Teacher

A - Generic responsibilities

All teaching staff are expected to contribute to high standards of teaching and learning by:

- i. Delivering well-planned lessons that meet the needs of all learners.
- ii. Using assessment to inform teaching and support student progress.
- iii. Creating a classroom environment that supports and challenges students.
- iv. Contributing to the development and sharing of resources.
- v. Reflecting on their practice and engaging in continuous professional development.
- vi. All individual members of staff have a responsibility for promoting and safeguarding the welfare of the children and young people they are responsible for or come into contact with on the school sites.
- vii. All staff must know about their roles and responsibilities under the terms of the school's Child Protection policy.
- viii. All staff should be aware of the cultural differences between students and be able to deal with incidents of racism, homophobic bullying, and gender stereotyping in accordance with agreed school procedures.
- ix. Staff must carry out their roles and responsibilities with due regard to their own, and others, health & safety.
- x. All staff must know what to do in the event of the fire alarm sounding.
- xi. All staff have a responsibility to report potential, or actual, health and safety issues to the school's health and safety officer.
- xii. All staff are expected to participate in the school's performance review system.

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- xiii. All staff are expected to carry out performance review interviews for the staff that they line-manage.
 - xiv. All staff are expected to undertake appropriate professional development in relation to their role and responsibilities.
 - xv. All staff are required to attend the meetings published in the school calendar appropriate to their role.
 - xvi. All staff are required to follow all agreed school policies and procedures.
 - xvii. Staff should at all times set an example of personal integrity and professionalism.
 - xviii. All staff are required to perform any other duties, commensurate with the nature and level of responsibility of the post, under the direction of senior staff, to ensure the smooth running of the school.

B. Teaching

- i. To have high expectations of all students based on relevant data.
- ii. To teach using a variety of delivery methods which will stimulate learning, meeting the demands of the syllabus and the needs of the students.
- iii. To assess, record and report on the attainment, attendance, and progress of students, keeping such records as are required.
- iv. To provide or contribute to oral and written assessments, reports, and references relating to individual or groups of students.
- v. To prepare and update subject materials.
- vi. To maintain discipline in accordance with the school's procedures and encourage good practice with regard to punctuality, behaviour, and standards of work.
- vii. To assess students' work in line with school policies and procedures, referring to student performance targets.

C. Curriculum Provision & Development

- i. To assist the subject leader in the development of appropriate syllabuses, resources, schemes of work, and teaching strategies.
- ii. To contribute to the development and implementation of the subject's strategic plan.
- iii. To plan and prepare courses and lessons.
- iv. To attend and contribute to subject meetings.

D. Monitoring & Evaluation

- i. To use data, both externally and internally produced, to assess student performance and develop appropriate courses of action.
- ii. To review, on a regular basis, methods of teaching.
- iii. To produce annual reports for all students taught.

E. Pastoral

- i. To be a form tutor to an assigned group of students.
To liaise with a Year Leader in implementing the school's pastoral policies.

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- To register students and accompany them to assemblies.
 - To enable, encourage, and support a form's participation in the Student Council.
 - ii. To support the House system and the participation of students in House extra-curricular activities.
 - To report to the Year Leader problems experienced by students and how these may be resolved.
 - To communicate with parents and outside bodies as appropriate.
 - To teach the PSHEE and Study Skills programs appropriate to the year group under the direction and guidance of the subject leaders for PSHEE and Careers.
 - To attend form tutor meetings.

F. Other Responsibilities

- i. Where appropriate, ensure the effective deployment of classroom support.
- ii. To work as a member of a team (subject and year tutors), positively contributing to effective working relations within the school.
- iii. To communicate, where necessary, with parents and external bodies, following school policies.
- iv. To attend Open Evenings, Parents' Evenings, and Speech Night.
- v. To attend morning assemblies with the tutor group being registered and the appropriate House assembly.
- vi. To attend staff morning briefing unless on duty.
- vii. To undertake before school, recess, and bus duties as allocated in the Staff Duty Rota.

This job description is not exhaustive and may be subject to change to meet the needs of the school. It may be reviewed and updated in order to ensure that it relates to the job performed or to incorporate any proposed changes. This procedure will be conducted by the Head Teacher in consultation with the post holder.