



Teacher

Job Description and Person Specification MPS/UPS

In addition to the specific responsibilities outlined below, the member of staff will be required, under the reasonable direction of the Headteacher, to carry out the professional duties of a School Teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD) and to have due regard for the Professional Standards for Teachers.

Our Values and Ethos

At the heart of the school's vision and values is the belief that we should give our best efforts first time: '**Aspirat primo fortuna labori**'. This is embedded in our core values of **Aspiration**, **Endeavour** and **Respect**.

The school has a long-standing commitment to building a highly aspirational and harmonious community which supports students through a well-planned and dynamic curriculum to fulfil their future ambitions. Underpinning this aspiration is the belief that our students achieve their potential through hard work and endeavour, giving the best of themselves around the school in their interactions with each other and the wider community. Founded on mutual respect and courtesy, these values and expectations permeate all that we do from door to school to ensure students can develop in an inclusive and caring school community where they become the very best that they can be and can shine!

Therefore, **our community** believes in:

Aspiration - we always give our best efforts in everything that we do.

Respect - we take pride in working in a harmonious community built on kindness and integrity.

Endeavour - we try to be the best version of ourselves through participating in the opportunities provided by school and the wider community.

Specific Responsibilities

1. Professional expectations

- Lead by example in a professional way, modelling the high standards which will ensure the attainment, progress, discipline and motivation of all students.
- Set high expectations for student behaviour by establishing a purposeful working environment through the upholding of school policies and procedures.
- Create a purposeful learning environment by ensuring the safety of all students through meeting and greeting of students and upholding the professional duties contained within the Teaching Standards.
- Work collaboratively within the department and school to raise standards through a continuous commitment to the ethos and values of the school.

2. Teaching and Learning

- Be accountable to the Curriculum Leader for standards of teaching and learning.
- Plan work in accordance with department schemes of work drawn from the National Curriculum and Examination Board specifications.

- Employ appropriate lesson structures, activities, and strategies to ensure that lessons are taught in a stimulating way and build on prior knowledge and understanding.
- Monitor and be accountable for student attainment and progress in accordance with the school's policies.
- Provide students with timely and meaningful feedback on their work using effective formative and summative assessment in accordance with school policies and expectations.
- Apply effective strategies to support individuals and groups of students who are underperforming in order that they meet or exceed their targets.
- Monitor the impact of these strategies; adapt and develop them when necessary to ensure the best outcomes for each student.
- Ensure reports to parents are based on robust data and provide meaningful targets for students to act on when requested.
- Keep up to date with national developments in the subject area, teaching practices and methodology.
- Make contributions to CPD and develop your expertise through inhouse and external providers.

The Curriculum Area

- Contribute to the development of the curriculum and schemes of work and the associated teaching and assessment resources.
- Ensure departmental rooms have displays which are vibrant, stimulating and regularly refreshed.
- Respect and care for departmental resources and equipment.
- Liaise with parents/carers to offer information and guidance to ensure students gain maximum benefit from the learning opportunities.
- When required, be responsible for the organisation of departmental visits and excursions in accordance with school visit and trip policies.
- Support the Curriculum Leader as required.

The School

- Ensure that all school policies are adhered to and consistently implemented.
- Treat all members of the school community with courtesy and respect having regard for their health and wellbeing.
- Promote and publicise the work and achievement of staff and students in the department.
- Contribute to the wider life of the school through the provision of enrichment opportunities in order that every student has an opportunity to develop their cultural capital and shine beyond the classroom.

Health and Safety

- Ensure all classes and clubs are registered in a timely manner alerting the relevant staff where students have not arrived in order to ensure students are safe and well on site.
- Comply with safety rules and procedures relevant to the subject and the whole school.
- Report promptly to the Headteacher any issues which have/may lead to a breach of regulations.

Additional responsibilities

- You will be required to carry out the duties of a Tutor and work with your Tutor Group on the delivery of the wider and extended curriculum.
- Attend school events and activities as directed by the Headteacher.
- Any other duties as may from time to time be reasonably required as directed by the Headteacher.

Safeguarding

- To ensure that you are aware of the key policies relating to safeguarding and play an active part in Keeping Children Safe in Education

This job description is designed to outline the main duties and responsibilities associated with the post but is not intended to be an exhaustive list of all duties performed. It will be reviewed as appropriate and it may be subject to modification or amendment at any time after consultation with the post-holder, Business Manager, Headteacher/or his representative.

April 2024

Signed:

Date:

The duties of this post may vary from time to time without changing the general character of the post or of the level of responsibility within it.

Post: Teaching Post

<i>Qualities and Attributes</i>	<i>Essential</i>	<i>Desirable</i>	<i>Evidenced by</i>
Qualifications, Education and Teaching			
Degree and teaching qualification in the relevant subject(s)	✓		Application
Recent, relevant in-service training	✓		Application
A commitment to CPD to develop oneself and others	✓		Application
Further professional qualifications		✓	Application
Knowledge, Understanding and experience			
An excellent classroom practitioner, with the ability to communicate a passion for the subject	✓		Interview/Observation
Thorough knowledge and understanding of the National Curriculum	✓		Application/Interview
Knowledge and understanding of the course requirements for A Level	✓		Application/Interview
An understanding of the role of assessment and student tracking systems in raising standards and promoting progress	✓		Application/Interview
Successful teaching experience	✓		Application/Interview
Evidence of a contribution to areas such as the wider curriculum and extracurricular opportunities		✓	Application/Interview
An understanding and appreciation of the positive impact a proactive Form Tutor can have on a students' school experience	✓		Application/Interview
Leadership/Management			
Evidence of good student management and discipline	✓		Interview/Observation
A commitment to raising standards and evidence where this has been achieved	✓		Application/Interview
Excellent organisational and planning skills with the ability to adapt	✓		Interview/Observation
General/Personal Qualities and Characteristics			
An effective team player who can think and work independently	✓		Interview
A commitment to care and support for every student and the ability to find the difference that makes a difference	✓		Application/Interview/Observation
An ability to motivate students and staff	✓		Interview/Observation
An effective communicator with strong interpersonal skills	✓		Interview/Observation

A commitment to the responsibility for and practices concerned with the promotion of the welfare and safeguarding of young people	✓		Application/Interview
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