Woodbrook Vale School

Job Description

Title & Grade of Post:	**Teacher of English: Mainscale**
Postholder:	
Job Purpose:	➢ To ensure that students' learning is of the highest possible standard and that they achieve their individual potential ➢ To monitor and support the overall progress of students ➢ To teach challenging lessons within an appropriately exciting, broad, balanced, relevant and differentiated curriculum ➢ To provide and monitor opportunities for students' personal and academic success
Reporting to:	Head of Faculty: English, Media and Drama
Responsible for:	➢ Progress and attainment of students taught ➢ The provision of a full learning experience and support for students.
Liaising with:	All colleagues, parents and some external agencies.
Teachers' Core Duties	➢ Adhere to all policies and procedures relating to the safeguarding of students. ➢ Assist in the development of appropriate specifications, resources, schemes of work, marking policies and teaching strategies. ➢ Contribute to the faculty's improvement plan and its implementation. ➢ Plan and prepare courses and lessons. ➢ Monitor the progress of students, providing appropriate intervention as required. ➢ Assist the Head of Faculty in ensuring that the curriculum area provides an appropriate range of teaching and learning strategies. ➢ Take an active part in the staff professional development programme. ➢ Take an active part in the Appraisal process. ➢ Ensure the effective use of classroom support. ➢ Contribute actively to positive team working relations. ➢ Review regularly methods of teaching & learning and programmes of study. ➢ Maintain appropriate records as required. ➢ Differentiate work to meet individualised student needs. ➢ Communicate effectively with the parents of students as appropriate ➢ Communicate and co-operate with persons or bodies outside the school (Where appropriate). ➢ Follow agreed policies in the school. ➢ Adhere to the Teacher Standards. ➢ Be a Form Tutor to an assigned group of students. ➢ Monitor and promote the progress and well-being of individual students and of the Tutor Group as a whole. ➢ Register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life. ➢ Communicate as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff. ➢ Apply the school's behaviour management systems so that effective learning can take place. ➢ Assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required. ➢ Provide, or contribute to, oral and written assessments and reports about individual and groups of students, including formative comments within written feedback. ➢ Ensure that ICT, literacy and numeracy are an integral part of teaching and learning. ➢ Use a variety of delivery methods which stimulate learning appropriate to student needs.

For those on the Upper Pay Spine	*To sustain the Threshold Standards for:*	
	➢ *Knowledge and Understanding* ➢ *Teaching and Assessment* o *Planning Lessons* o *Classroom Management* o *Monitoring Progress*	➢ *Student Progress* ➢ *Wider Professional Effectiveness* o *Personal development* o *School development* ➢ *Professional characteristics*
	To make a sustained and substantial contribution to the life of the school.	

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.	
Generic Duties & Accountabilities	• The accountabilities detailed within this job description should be supplemented by those accountabilities, roles and responsibilities as set out within DfE statutory guidance • This job description is indicative in terms of duties and responsibilities. Indicative duties are neither definitive nor exhaustive and do not reflect a contractual entitlement. Employees are expected to comply with any reasonable request from a manager to undertake work of a similar level that falls within the general character of the post. This can include duties not specified in this job description • Employees are expected to be courteous to colleagues and provide a welcoming environment to parents and visitors • The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applications or continued employment for any employee who develops a disabling condition • This job description is current at the date shown, but following consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job which are commensurate with the salary and job title.

Name: …….

Signed: …… (Postholder) Date: ……

Signed: …… (Headteacher) Date: ……...