

Job Description
Teacher of English and Drama - ATAM Academy

Job Title:	Teacher of English and Drama
Salary:	MPS (Inner London)
Responsible to:	Head of English
Date of Job Description:	March 2021

Primary purpose of the Role:

To contribute to the development of a strong, effective school with an emphasis on promoting a culture of educational excellence, within a caring and secure environment enriched with the values of discipline, mutual care and respect which extends beyond the school into the wider community.

Working as part of a team to ensure a purposeful, positive and disciplined culture and ethos, which ensures a safe and stable population with strong progress and attainment outcomes for students. Thereby, ensuring a high-quality education for all students.

Ensuring the key elements of progress and achievement, quality of teaching, behaviour and safety and leadership are all of a very high standard.

Main Responsibilities:

As Teacher of English and Drama

Learning & Teaching

- Planning and preparing courses and lessons in line with the Learning & Teaching Policy:
 1. *With differentiation according to age and ability and, where appropriate, special educational need*
 2. *In line with the school's policies on Literacy and Numeracy and PSHE.*
- Assessing, recording and reporting on the development, progress and attainment of students (including monitoring student progress against academic potential and appropriate targets) having due regard for the Marking and Feedback policy.
- To deliver engaging and motivating lessons to students across all key Stages.
- Implementing the school's policy for Behaviour for Learning, rewards and sanctions.
- Acting as a Form Tutor or being attached to a year group (see generic Form Tutor job description below) and playing a part in ensuring the successful development of the school's tutoring programme.
- Participating in the development and delivery of the Personal Development programme.
- Contributing to students' Spiritual, Moral, Social and Cultural development in line with school policy.
- Communicating and consulting with parents as required.
- Awareness of potential of each student, monitoring progress against potential and taking action to enable students achieve that potential.
Sustain personal expertise and act as a role model of good/outstanding classroom practice, modelling effective strategies and sharing these with other teachers as appropriate.
- To work as a team supporting the department to spread and share good practice.
- Ensure that marking and feedback and lesson planning leads to positive outcomes for students.

Personal and Professional Development

- To be involved in annual appraisal arrangements as determined by the current school teachers' pay and conditions document and Academy policy.
- To undertake an annual identification of professional development and training requirements with a line manager as part of the appraisal process.
To engage in regular review of learning and teaching and of programmes of work.
To take an active role in the development of subject schemes and teaching materials under the guidance of the line manager.
- To engage in the quality assurances processes within the department.
- Acting as a role model in terms of attitude, dress (including adhering to the school dress code for teaching & non-teaching staff) and interaction with others.
- Make a positive contribution to the wider life and ethos of the school.

Outcomes for students

- Ensure that high expectations prevail with high standards of achievement across all key stages and for all learners within the department.
- Plan, implement and evaluate strategies where improvement needs are identified.
- Monitor, evaluate and report on the effectiveness of teaching with regard to children's progress within the department.
- To monitor departmental performance against targets.
- Ensure the progress of each individual student is effectively planned for and appropriate intervention is delivered with particular reference to those learners identified as having extra learning needs

General Duties

- Maintaining good order and discipline among the students and safeguarding their health and safety both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.
 - To act in accordance with the academy and Trust's Policies and Procedures.
 - To act as a role model, to encourage and promote non-discriminatory behaviour and ensure equality and diversity is sustained within our academy.
 - To ensure compliance with the General Data Protection Regulations and maintain confidentiality in your working practices each day.
 - To adhere to the Trust's Safeguarding Policy and Procedures to ensure that the duty of care for all staff, including yourself to protect children and young people is maintained.
 - To contribute to the provision of an effective environment for learning.
 - To support the promotion of positive relationships with parents and outside agencies.
 - To attend skill training and participate in personal/performance development as required.
 - To take care for your own and other people's health and safety in line with school and Trust policies and procedures.
 - Depending on the needs of the academy, these may be altered from time to time in consultation with the Headteacher.