



OAKLANDS SCHOOL

Job Description – Teacher

Post Held: Teacher of English

Reporting: Head of English/Deputy Head of English

Salary Scale: Main Pay Scale /Upper Pay Scale

Main purpose of the job:

- The purpose of this role is to provide high quality teaching and learning, achievement and engagement of students in line with our school ethos.
- Be accountable for the attainment, progress and outcomes of students you teach. To help secure the success and on-going development of the School, ensuring high standards of learning and achievement for all students within a specific department
- Be responsible and accountable for achieving the highest possible standards in learning and achievement of all students taught ensuring equality of opportunity for all
- Treat pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position
- Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of pupils
- Observe the professional duties and responsibilities of teachers outlined in the current School Teachers Pay and Conditions Document and Teacher Standards (2012)
- Take responsibility for ensuring and promoting the safeguarding and welfare of children within the school
- To help establish and maintain productive relationships with parents and carers and others who support the School in various capacities.
- To work with flexibility, resourcefulness and initiative, undertaking any duties necessary at the reasonable request of the Head Teacher

Specific Responsibilities

Teaching

- Deliver the curriculum as relevant to the age and ability group/subject/s that you teach
- Be responsible for the preparation and development of innovative and stimulating teaching materials to support schemes of learning
- Be knowledgeable about students' capabilities, prior learning to plan effectively for student progression
- Have a clear understanding of the needs of all pupils, including those with special educational needs; more able; EAL; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy and oracy
- Make accurate and productive use of assessment to ensure student progress

- Assess students' work accurately and regularly, providing students with regular feedback in accordance with the school's marking and assessment policy and ensure students respond to feedback when appropriate
- Use relevant assessment data to monitor progress, set targets, and plan subsequent lessons
- Set homework and plan other enrichment activities as appropriate to consolidate and extend the knowledge and understanding acquired in the classroom
- Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment and well-being, refining your approaches where necessary responding to advice and feedback from colleagues
- Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school, or as developed as an outcome of your appraisal
- Proactively participate with arrangements made in accordance with the Appraisal Regulations 2012

Behaviour and Safety

- Establish a safe, purposeful and stimulating environment for students, rooted in mutual respect
- Have high expectations of behaviour and attitudes to learning, promoting self-regulation and independence
- Manage classes effectively using praise, sanctions and rewards consistently and fairly in order to inspire, motivate and challenge students
- Build and maintain excellent relationships with students, and be a positive role model, demonstrating consistently the positive attitudes, values and behaviour, which are expected of students
- Carry out duties as directed

Team working and collaboration

- Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including the pastoral care of students and assemblies
- Contribute to the sharing of good practice across the school identifying opportunities for working with colleagues and sharing the development of effective practice with them
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil
- Take part as required in the school's self-evaluation processes and procedures

Wider professional responsibilities

- Work collaboratively with others to develop effective professional relationships
- Communicate effectively with parents/carers with regard to students' achievements and well-being using school systems/processes as appropriate
- Communicate and co-operate with relevant external bodies
- Make a positive contribution to the wider life and ethos and development of the school including extra-curricular activities and the professional development of colleagues
- To have professional regard for the ethos, policies and practices of the school, and maintain high standards in your own attendance and punctuality
- Perform any reasonable duties as requested by the Headteacher