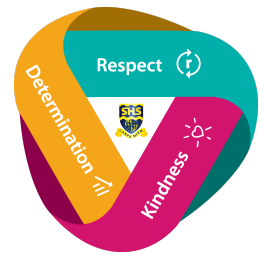


The Stourport High School & VI Form College

Job Description



Post: Teacher

Salary: Teachers' Main Scale

Reporting to: Head of Department

Providing an equitable educational experience for all of our students is fundamental at **Stourport High School & VI Form College**, ensuring all students can access education to meet their individual needs is, therefore, a priority.

All classroom teachers both in the role of form tutor and subject specialist will contribute to the subject and pastoral teams in delivering policy which will ensure high quality and successful outcomes for Severn Academies Educational Trust.

As a professional in a learning community, you will be expected to enhance the life of the school by actively developing high-quality teaching and learning, contributing to the work of the teams of teaching, pastoral and support staff, being reflective in your own practice and effectiveness, sharing with and learning from the good work of others and constantly seeking ways to improve through innovation and research. You will be expected to contribute to the systems and structures of the school to ensure effective practice that underpins the culture of high aspiration and expectation for all students.

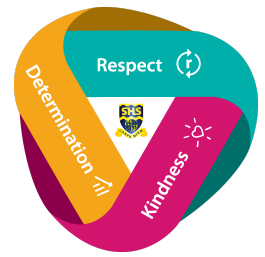
The school is committed to safeguarding and promoting the welfare of children and young people and as such expects all staff and volunteers to share this commitment.

KEY RESPONSIBILITIES

- To embody the values, vision and ethos of **The Stourport High School & VI Form College** and **Severn Academies Educational Trust**.
- Assist the Headteacher in delivering policy that will ensure high quality and successful outcomes for The Stourport High School & VI Form College.
- Contributing to the continued delivery and development of the Trusts aims as outlined in our 'Pledge'.
- Modelling and promoting the Trust's wellbeing principles.
- Take responsibility for your ongoing personal development and growth of expertise.
- To contribute to the learning culture within the subject area and the school by identifying and sharing good practice.
- To contribute to the pastoral care of students and support their social and emotional development.
- To comply with the teaching and learning approaches adopted in the subject/pastoral area, as directed by the appropriate Leader.
- To adhere to data-record-keeping systems across the school and use appropriate data to inform target setting for individual students.
- To make effective use of planning, preparation and assessment time (PPA) to thoroughly plan lessons in advance (to ensure maximum effectiveness in their delivery) and to both record outcomes and compare the performance of students with colleagues, as appropriate.
- To be responsible for the management of your classroom to provide a stimulating environment and thereby develop the learning of students in your lessons.
- To be aware of responsibilities towards behaviour management and respond accordingly, whenever required.

The Stourport High School & VI Form College

Job Description



SPECIFIC DUTIES

- To be a constant and consistent role model for our students in line with the school values and ethos.
- Monitoring progress of all students in relation to academic progress, through the detailed analysis of data for all year groups.
- To ensure class groups are equipped and ready to learn in line with school policy
- Plan all lessons in advance, differentiating the work set according to the ability range of the group
- Ensure work is marked and outcomes recorded appropriately with supportive/diagnostic comments
- To produce accurate reports on all students taught for the annual reporting to the parent process, meeting deadlines and setting appropriate targets
- Provide the Head of Department with evidence of planning and marking of student work as appropriate
- Promote student adherence to the school's code of conduct on student behaviour reinforcing this regularly with the classes you teach
- To undertake the duties of a Form Tutor to support the pastoral ethos of the school
- To adhere to the school's procedures to accurately register and codify attendance and absence and to complete class registers for every group taught
- To regularly monitor the attendance of the students in your tutor group making referrals as necessary through the appropriate Head of Year
- To monitor student progress and identify, encourage and reward success
- Attend meetings as required.
- Support the effective use of Teaching Assistants assigned to work in your lessons with individual students or assist in curriculum delivery
- Make effective use of non-contact time
- Contribute to the development of the subject area by sharing examples of good practice or by reporting back on any beneficial professional development received
- Work collaboratively with colleagues, both within and outside of your subject area, to improve teaching and learning throughout the school and the wider Trust
- Undertake other reasonable duties as required by the Head of Department or Headteacher, as appropriate.

General Accountabilities

- So far as reasonably practicable, the post-holder must promote safe working practices by employees in school premises/work areas to maintain a safe working environment for employees and service users. These are defined in the SAET Health and Safety policy.
- Work in compliance with the Codes of Conduct, regulations and policies of the Trust and its commitment to equal opportunities.
- Ensure that output and quality of work are of a high standard and comply with current legislation / professional standards.

Safeguarding

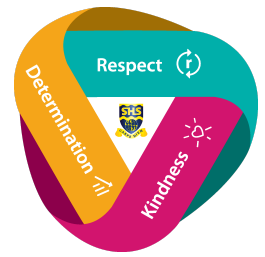
The safety and well-being of our children is central to our ethos and we expect all staff and volunteers to share this commitment. Successful applicants will be required to provide references, undertake an enhanced check through the Disclosure and Barring Service, and comply with the Safeguarding Policy and child protection practices of our Trust.

Equalities

We have a strong commitment to achieving equality of opportunity in its academies and in the employment of people. The post will ensure that the Trust meets its statutory obligations in relation to all aspects of equalities legislation.

The Stourport High School & VI Form College

Job Description



GDPR

Our GDPR privacy notices can be viewed on our website: <https://saet.co.uk/key-infomation/saet-policies/>

The above responsibilities are subject to the general duties and responsibilities contained in the most recent statement of conditions of employment. These duties are given as a guideline only and are not exhaustive. Other tasks and activities commensurate with the scale of the post may be required under the direction of the Line Manager or Principal.

1. The Trust reserves the right to alter the content of this Job Description after consultation to reflect changes to the job or services provided, without altering the general character or level of responsibility
2. The duties described in this Job Description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the Trust's Equality Policy.