HORSFORTH SCHOOL

JOB DESCRIPTION

Job Title:	**Science Teacher**
Accountable to/ line managed by:	**Curriculum Leader Science and Progress Leader**
Accountable for:	***The achievement, behaviour, safety, enjoyment and progress of students in your classes and Tutor Group (where relevant)**
Non-contact time:	**4 hours per fortnight (plus additional 1 hours per fortnight if form tutor).**

Notes

- The above responsibilities are subject to the general duties and responsibilities contained in the current Statement and Conditions of Employment for Teachers.
- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
- This job description is not a comprehensive definition of the post. It will be reviewed from time to time and may be subject to modification or amendment at any time after consultation with the post-holder.
- Non-contact time allocations are subject to change

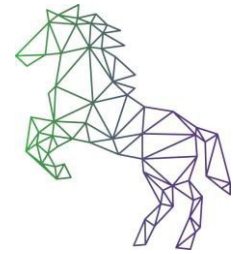School Context: all teachers at Horsforth School must be aware of and work within:

- The school's aims, priorities and targets.
- The current professional standards for teachers
- The current legislation and school procedures on safeguarding
- The main strategies for improving learning and achievement for all students.
- The school's current QA, monitoring and accountability systems.
- The implications of the code of practice for students with SEND
- National statutory curriculum, assessment and reporting requirements.

Core areas of responsibility:

1. Improving student achievement and progress

For all the students you teach or tutor, you will:

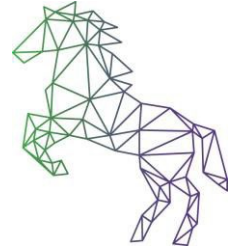- Take responsibility for their progress and attainment

- Track student progress against individual targets and provide supportive student intervention activities where appropriate.
- Analyse student performance, altering provision in the light of resultant data.
- Engage fully in departmental and whole school QA processes to maintain and continue to drive up standards
- Monitor the performance and well-being of students in your Tutor Group

Improving the quality of teaching and learning

- For all the students you teach, you will:
- Demonstrate a commitment to high achievement for all, delivering the department's intent
- Be responsible for facilitating high quality learning in your lessons
- Develop, embed and share best pedagogical practice
- Actively engage with both departmental and whole-school initiatives, thereby developing your own practice and outcomes for students
- Regularly assess student performance, both formatively and summatively, using this to accurately judge progress against targets, set SMART improvement targets and inform your work with students.
- Promote students' self-confidence and learner independence
- Actively encourage and celebrate a reading culture and enjoyment of the subject that extends beyond the classroom
- Promote literacy and numeracy
- Ensure appropriate work is available should you be absent, in line with school policy.

Improving student behaviour, enjoyment, participation and safety

- For all the students you teach or tutor, you will:
- Help build constructive, respectful relationships
- Promote tolerance and mutual-respect
- Act as a positive professional role model
- Celebrate their success
- Seek and use student voice to inform classroom practice
- Implement school safeguarding measures and processes
- Support and promote the school's inclusion principles and processes
- Ensure attendance and punctuality systems are accurately followed
- Take first line responsibility for student discipline
- Use school and departmental reward and sanction systems consistently and professionally
- Actively tutor students, using non-contact time to monitor their progress, contact their parents and broker any support they need
- Support our partnership with parents / carers, involving them in their child's learning
- Communicate effectively and promptly with parents / carers, including reporting, consultation meetings, information requests and complaint processes
- Ensure there is a safe learning environment in which risks are properly assessed

Effective leadership and management

- Keep abreast of new curriculum provision, pedagogy and assessment requirements
- Ensure assessment, data recording and other administrative procedures are completed accurately and promptly
- Reflect on your own practice, leading your CPD to help develop both yourself and your students
- Engage constructively with Performance Management and other QA systems
- Attend and contribute to appropriate meetings, as guided by your line manager(s)
- Ensure resource management and staffing procedures are followed accurately and promptly
- Be aware of and comply with core school policies and procedures.