



## Job Description

Job Title: Teacher

Reporting To: Head of Department

## Job Purpose

To challenge and support all students to do their best through inspiring trust and confidence; building team commitment; engaging and motivating students; encouraging analytical thinking; taking positive action to improve the quality of students' learning and enabling strong progress for every student; contributing to improving standards through quality of own personal teaching.

## Key Responsibilities

- Provide high quality teaching in the subject area whereby students make excellent progress over time and are suitably challenged.
- Actively promote student achievement through frequent teacher assessment and feedback.
- Actively seek contact with parents and carers to keep them informed of student progress.
- Maintain good order and discipline among students, safeguarding their health and safety on and off-site.
- Plan effective lessons which fulfil the requirements of the Science Department's curriculum, carefully considering the needs of students in each class.
- Contribute to the development of teaching, learning and assessment materials.
- Present and set homework in line with the school policy.
- Mark work in line with the department and school policy.
- Build effective relationships with students and take ownership of their learning, addressing underperformance through challenge and support.
- Keep well-informed with regards to contemporary issues in teaching, learning and assessment and take responsibility for personal professional development, reflecting and reviewing own teaching.
- Take an active role in your own performance management and of others where required.
- Adapt Teaching, Learning and Assessment to enable all students to access learning.
- Ensure assessment, recording and reporting practices are maintained at a high level that contributes to school progress.
- Provide high quality reporting to stakeholders.
- Ensure all work is conducted in line with school and departmental policy on health and safety.
- Ensure that the school's safeguarding processes and procedures are followed and regular training attended.
- Adhere to the "Teachers Professional Standards and the school's Code of Conduct.
- Participate in appropriate meetings with colleagues, parents and others in relation to all of the above duties, including parent consultation evenings.
- Take full responsibility for duties assigned to you including those of a Form Tutor.
- Support and participate in the social and extra-curricular life of the school.

**Aims:**

- Promote the school's aims positively.
- Demonstrate good personal relationships within a team.
- Demonstrate effective communication skills to a variety of audiences.
- Create a happy, challenging and effective learning environment.
- Deal promptly and effectively with administrative procedures.

**Additional Responsibilities:**

- Engage actively in the performance review process.
- Play a full part in the life of the school community, supporting its ethos.