

Spanish Teacher with Key Stage Lead Job Profile

Job Title:	Spanish Teacher with Key Stage Lead
Working Time:	Full Time
Salary:	Teachers Main Scale/Upper Pay Scale, TLR
Responsible to:	Head of MFL Faculty

Principal duties and responsibilities:

1. To strive for excellence in teaching and learning in the classroom.
2. To review programme of studies.
3. To ensure that agreed school and faculty policies are adhered to in all teaching and administrative activities.
4. To liaise with parents / carers on student progress and attend consultation evenings / progress review days as specified in the school calendar.
5. To assess and report on students at all levels, including those with special educational needs and disabilities.
6. To ensure that there is a sharing of information regarding the progress of individual students with relevant Tutors, Pastoral Heads and the SENCO.
7. To lead the development of the subject through attendance and discussions at regular calendared faculty meetings.
8. To lead enrichment activities for students as directed by the Head of Faculty.
9. To be responsible for Key Stage groups and their progress against school targets.
10. To participate in relevant staff development programmes within the school.
11. To observe teachers within the department and give tailored feedback to help improve teaching and learning.
12. To participate in the pastoral care structure of the school as a Form Tutor or member of the support team.
13. To undertake any reasonable duties at the direction of the Headteacher which are appropriate to the needs of the school.

March 2023