



The Market Weighton School

JOB DESCRIPTION

Job Title:	Teacher	Scale Point: MPS/UPS
Responsible to:	Assistant Head Teacher responsible for Curriculum Area	
Key purpose:	To provide a high standard of teaching and learning provision in line with the appropriate teacher standards and post threshold standards	

Principal Accountabilities:

Teaching

1. Planning and preparing sequences of learning and lessons.
2. Teaching, according to educational need, the students assigned to you, including the setting and marking of work carried out by the students in school and elsewhere.
3. Assessing, recording and reporting on the development, progress and attainment of students in accordance with School and National Policy.
4. Setting short term targets for learning which take into account prior attainment.
5. Reviewing regularly your methods of teaching and the impact upon learning.

Other Activities

6. Promoting the general progress and well-being of individual students in your teaching and tutor group.
Upholding and promoting the ethos and values of the school
7. Providing guidance, advice and additional information to students on educational and social matters.
8. Making records of, and reports on, the personal and social needs of students when appropriate.
9. Communication and consultation with the parents of students as appropriate
10. Participating, if needed, in meetings arranged for any of the above.

Assessment and Reports

11. Providing or contributing to oral and written assessments, reports and references relating to individual students or groups of students.

Appraisal

12. Working at the required level of teacher standards, commensurate with experience and career stage
13. Participating in any arrangements within an agreed framework for Appraisal

Training and development

14. Participating in arrangements for INSET and your professional development as a teacher. Engaging with the school's programme of coaching and support

Discipline, Health and Safety

15. Maintaining good order and discipline among the students in your charge and safeguarding their health and safety both when they are authorised to be on School premises and when they are engaged in authorised School activities elsewhere. Following the school's behaviour for learning policy

Meetings

16. Participating in meetings at the School which are relevant to the discharge of your duties, responsibilities and accountabilities as a classroom teacher –in line with the teacher standards

Public Examinations

17. Participating in arrangements for preparing students for public examinations and in assessing students for the purpose of such examinations; recording and reporting such assessments; and participating in arrangements for students' presentation for, and supervision during, such examinations.

Management

18. Making a contribution as needed to the induction of new teachers.
19. Taking part in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the School.

Administration

20. Attending assemblies, registering the attendance of students and supervising students as part of the duty system.

General Information:

1. The above principal accountabilities are not exhaustive and may vary without changing the character of the job or level of responsibility.
2. The Health and Safety at Work etc. Act, 1974 and other associated legislation places responsibilities for Health and Safety on all employees. Therefore it is the postholder's responsibility to take reasonable care for Health and Safety and Welfare of him/herself and other employees in accordance with legislation.
3. The above duties may involve having access to information of a confidential nature which may be covered by the Data Protection Act, and by Part 1 of Schedule 12A to the Local Government Act, 1972. Confidentiality must be maintained at all times.
4. East Riding of Yorkshire Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees and volunteers to share this commitment.