

Job Description

Postholder	
Post Title	Teacher of English
Postholder Reports to	Subject Leader
Scale/Salary	Main/Upper Pay Range
Teaching Responsibility	Up to 22 hours (refer to STPCD and Staff Handbook)
Role Summary	<ul style="list-style-type: none"> ● To be an effective professional who demonstrates thorough curriculum knowledge and is able to inspire students to learn and achieve. ● To be an excellent role model for colleagues and young people.
Main Teaching Responsibilities	<p>In fulfilling the requirements of the post, the teacher will demonstrate essential professional characteristics, and in particular will:</p> <ul style="list-style-type: none"> ● Inspire trust and confidence in students and colleagues. ● Build team commitment with colleagues and when in the classroom engage and motivate students. ● Demonstrate analytical thinking to improve the quality of students' learning through using effective teaching techniques and the effective utilisation of resources. ● Contribute to the department and school improvement planning process and support and promote the educational priorities of the academy. ● Contribute to the planning, implementation and impact of school policies. ● Use the performance management process to advance student learning and enhance professional practice in line with the school's aspirations and priorities. ● Develop plans which identify clear targets and success criteria for securing student outcomes. ● Provide accurate and detailed assessment of student progress and communicate this to the students, school assessment systems and parents. ● Promote the wider aspirations and values of the school.
Responsibilities: Teaching and Classroom Management	<p>Teach allocated students by planning their teaching to achieve progression of learning through:</p> <ul style="list-style-type: none"> ● Understanding and applying effective classroom management following guidance expressed in the school behavior policy. ● Understanding and applying a range of teaching strategies suited to the needs of the students. ● Accurately assessing and positively targeting and supporting individual learning needs.

	<ul style="list-style-type: none"> ● Contributing to the development work of the curriculum area/team. ● Maintaining high levels of engagement, behaviour and discipline within a safe and secure learning environment. ● Effectively using homework and other extra curricular learning opportunities to support progress. ● Demonstrating consistent progress for all students with an awareness of individual learning needs and circumstances. ● Effectively managing other adults supporting the learning in your classroom.
Responsibilities: Monitoring, assessment, recording and reporting	<ul style="list-style-type: none"> ● Use performance data to evaluate students' progress and set appropriate individual targets for improvement. ● Use appropriate methods to obtain accurate assessment data and make this data available on the schools reporting system. ● Provide regular reports on the progress of your students to your faculty/subject leader and SLT link.
Responsibilities: Pastoral	<ul style="list-style-type: none"> ● Be a form tutor or mentor to an assigned group of students. ● Promote the general progress and well-being of individual students and of the tutor group as a whole. ● Liaise with the Pastoral Leadership Team to ensure the implementation of the school's pastoral system. ● Be on time to registration, maintain an accurate register of students, accompany them to assemblies, monitor their full attendance at all lessons and their participation in other aspects of school life. ● Contribute to the preparation of student support plans (IBPs, IEPs, PSPs) and other reports; monitor students who are on report cards. ● Alert the appropriate staff to concerns you have or problems experienced by students and make recommendations as to how these may be resolved. ● Communicate, as appropriate, with parents of students and other professionals outside the school concerning the welfare of individual students, after consultation with appropriate staff and ensuring a full written record is made and copied to appropriate senior staff. ● Contribute to PSCHEE, Edge programme, active citizenship, work related and enterprise learning activities as required and according to school policy. ● Engender a sense of community and encourage good social behaviour.
Responsibilities: Other Professional Requirements	<ul style="list-style-type: none"> ● Have a working knowledge of teachers' professional duties and legal liabilities as set out in the staff handbook. ● Operate at all times within the stated policies and practices of the school. ● Maintain an up to date knowledge of good practice in teaching and pastoral care techniques and know subject(s) or specialism(s) examination requirements to enable effective teaching and secure best outcomes for students. ● Attend staff, Faculty/Subject Area and Year Team meetings and ensuring familiarity of wider curriculum developments and national strategies into lesson planning and teaching. ● Help create a positive working atmosphere throughout the school and, particularly within your own working area this includes the use of appropriate display of students' work. ● Contribute positively and effectively to the Every Child Matters agenda and ensure a working knowledge of good practice of safeguarding and the school's policy and procedures.

	<ul style="list-style-type: none"> ● Take responsibility for professional learning and undertake professional development to enhance teaching and students' learning, and: <ul style="list-style-type: none"> ■ apply outcomes and identify impact ■ share outcomes with colleagues ● Contribute positively when working with partnership schools. ● Support the implementation and development of whole school initiatives. ● Maintain an up to date knowledge of health and safety requirements that exist for the safe day to day running of the school and have a detailed knowledge of the health and safety requirements for their specific subject area(s) and report any matters of health and safety to the Senior Leadership or Site Management Teams. ● Build relationships with members of the community with the tutor acting as the first point of contact between home and school.
<p>Responsibilities: Other</p>	<p>Whilst every effort has been made to set out the main duties and responsibilities of the post, each individual task undertaken by a teacher may not be identified.</p> <p>Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.</p> <p>This post is subject to the conditions of employment for Class Teachers contained in the current School Teachers' Pay and Conditions Document, the 1998 School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation. This job description should be read in conjunction with 'Clarification notes on the exercise of professional duties for all teachers, other than head teachers' contained at Appendix A in the STPCD.</p> <p>Teachers who are on the upper pay scale are also expected to meet the criteria set out in the required standards for the upper pay scale.</p>

This job description may be amended at any time in consultation with the postholder. It is subject to annual review at the request of the Headteacher or post holder.