



## JOB DESCRIPTION

**Job Title:** Teacher  
**Grade:** NQT / MPS / UPS  
**Responsible To:** Subject Manager

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### 1. Purpose:

- 1.1 To raise standards of pupil attainment and achievement across the taught curriculum areas.
- 1.2 To monitor and track students' progress and ensure that students make progress at least in line with aspirational expectations.
- 1.3 To support the vision, direction, development and delivery of high quality learning using consistently good teaching to meet the needs of all students. To include regular, systematic and rigorous self-review and quality assurance procedures.
- 1.4 To be accountable for pupil development and work restoratively and ensuring the well-being of each child.
- 1.5 To support and uphold the school ethos and to play a role in the implementation of the School Improvement Plan.
- 1.6 To support the Subject Manager in managing and deploying resources (teaching and support staff, financial and physical) within the teaching group, supporting agreed targets in agreed action plans. Where appropriate support learning, teamwork and development for students and staff (e.g. intervention and further learning, trips and visits).
- 1.7 Where directed by the Subject Manager to keep up to date with national developments in the curriculum area and keep up to date with teaching methodology and practice.
- 1.8 To actively monitor and respond where agreed with Subject Manager to curriculum development and initiatives at national, regional and local levels.

### 2. Responsible for:

- 2.1 To teach the curriculum as directed by the Subject Manager.
- 2.2 To monitor and support pupil progress and academic outcomes within the curriculum area.
- 2.3 To follow the schools' assessment policy
- 2.4 To display commitment to the protection and safeguarding of children and young people.

### 3. Core duties:

- 3.1 To regularly monitor pupil progress using the school procedures and data. To identify and target support strategies for students at risk of underachievement.
- 3.2 To support high standards and expectations of performance for staff and students within the classroom.
- 3.3 To actively support the Subject Manager in the implementation of school policies and procedures, including responsibility for safeguarding and promoting the welfare of children. To follow Health and Safety procedures,
- 3.4 To support, as directed by the Subject Manager, the maintenance and development of appropriate syllabi, resources, schemes of work, programmes of study, assessment procedures and teaching and learning strategies within the team area.

- 3.5 To further develop, as directed by the Subject Manager, resources and strategies to raise achievement for identified groups of students, such as EAL and SEN students.
- 3.6 To maintain a high quality learning environment.
- 3.7 To support the Subject Manager in ensuring that you are familiar with the key objectives in the School Improvement Plan and the priorities within both the School and team plans.
- 3.8 Where directed by the Subject Manager to undertake professional development through CPD, and the sharing of good practice and expectations etc.

#### **4. Quality Assurance:**

- 4.1 To support the Subject Manager in ensuring quality assurance is in line with school policies, including, for example,
  - Lesson observations
  - Scrutiny of students books, including marking and presentation
  - Review of schemes of work
  - Support for peer coaching and development
  - Performance Management reviews
- 4.2 To support the Subject Manager in producing Outcome Based Accountability plans as required and support in the production of reports where applicable and appropriate, analysing performance against targets and outcomes.
- 4.3 To support in the induction of new colleagues and, where directed, the mentoring of other colleagues, including NQTs and ITTs.

#### **5. General duties:**

- 5.1 To actively promote and foster links with parents/carers and to encourage parents/carers to take an active responsibility for their child's learning.
- 5.2 To support the Subject Manager in establishing effective links with partner schools and wider community.
- 5.3 To actively promote the development of effective links with external agencies and with other schools.
- 5.4 Along with the Subject Manager and colleagues to actively plan and participate in celebrating successes in the department, both internally, within the school and into the wider community.
- 5.5 To be a coach and to play a full part in promoting the school ethos.
- 5.6 To act as (when required) a personal mentor for specified students.
- 5.7 To continue personal development.
- 5.8 To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher.

#### **NOTES**

This job description allocates duties and responsibilities but does not direct the amount of time to be spent carrying each of them out.

The job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once each year and it may be subject to modification or amendment at any time, after consultation with the post holder.

This school is committed to safeguarding and promoting the wellbeing of children and young people and expects all staff and volunteers to share this commitment. All staff will be subject to an Enhanced Disclosure and Barring check and satisfactory references.

Signed : \_\_\_\_\_

Date : \_\_\_\_\_