Teacher Job Description (Draft)

Post: Teacher
Salary Grade: M1 - UPR3
Responsible to: Faculty Leader

Core Purpose

To ensure pupils that you teach develop appropriate skills and knowledge that enable our pupils to make strong progress and attain appropriate qualifications. Forge positive relationships with pupils that support them in their learning and personal development. Demonstrate consistently high levels of personal and professional conduct and uphold the school values and beliefs. Act, at all times, in the best interests of our pupils and ensure safeguarding is effective.

Specific responsibilities are detailed below that both support and build upon DfE Teacher Standards. Teachers are expected to meet all Teacher Standards and the exemplification of these at various career stage levels as detailed in the Whickham School Career Stage Expectations document.

Responsibilities

1. **Safeguarding children and young people** through effectively applying the Whickham School Child Protection policy and DfE statutory guidance outlined in the 'Keeping children safe in education' document.
2. **Effectively use the Whickham Learning Model** by using resources developed collaboratively in short, medium and long term planning; ensuring pupils interact with the four stages of the model; modelling effective practice; use of staff meeting and training time to develop staff skills and practice; use high quality collaboratively planned resources.
3. **Regularly and accurately assess pupil progress** through meeting the expectations of the school assessment policy; quality assurance of termly assessments for all year groups; standardisation and moderation of completed assessment; analysis of assessment data.
4. **Provide effective feedback that secures strong pupil progress** through regular marking of classwork, homework and assessments that provide pupils with specific feedback leading to improvements; meeting the expectations of the school marking and feedback policy; effective use of Personal Learning Tasks (PLT); acting upon assessment data to close learning gaps; effective use of questioning; verbal feedback; regular communication with parents and carers, as detailed in school policies, to ensure they are clear about the progress their children are making.
5. **Extending pupil learning** through meeting the expectations of the homework policy; setting high quality homework that consolidates learning and challenges pupils;

reviewing and providing good quality feedback to homework; challenging missing or unsatisfactory homework.

6. **Demonstrating good subject knowledge, an extensive understanding of examination board specifications and planning for progress** through teaching the whole specification to classes; use of training to develop and extend subject knowledge; use of training to ensure you understand and teach appropriate examination skills and techniques; sharing good practice with other staff; effectively planning to ensure knowledge and skills are retained over time; having a good understanding of the National Curriculum programme of study for your subject area.
7. **Adapting your teaching to meet the needs of all pupils** through using appropriate techniques and resources to differentiate learning; understanding the individual needs of pupils you teach and taking these needs into account when planning; ensure that feedback is personalised to individual pupils.
8. **Ensuring behaviour is consistently good** through ensuring classroom routines are followed; you effectively manage pupil behaviour and follow the Whickham School Behaviour Policy; motivate and reward pupils who demonstrate good learning habits; have high expectations of pupil behaviour and act when these are not met; develop good relationships, exercising appropriate authority and acting decisively where appropriate; applying restorative behaviour approaches.
9. **Classrooms you teach in promote learning** through being well presented and tidy; use of display to promote and consolidate learning; effective organisation that facilitates effective learning; being safe places to work and learn.
10. **You contribute to organisational effectiveness and efficiency** through following agreed systems and processes for communication and data collection; effective management of physical resources; application of the school Safeguarding and Health and Safety Policies.
11. **Demonstrating the qualities expected of a teacher at Whickham** through demonstrating a commitment to continuous professional development and improvement; holding high expectations of yourself and others; taking personal accountability for your own performance; pupil centred decision making; effective communication and decision making in line with the school's vision and values; upholding the school values and ethos at all times; meeting deadlines; being a presence around the school site; attending school events and meetings; effectively discharging the responsibilities of a form tutor.

The postholder is also expected to undertake any other duty as specified by School Teachers Pay & Conditions Document not mentioned above. You will be expected to meet the professional standards of a teacher, as defined in the STPCD.

The postholder is also expected to carry out any reasonable request made by the Headteacher or line manager. No Job Description can be fully comprehensive and this is, therefore, subject to review and modification, as necessary.