



JOB DESCRIPTION

JOB TITLE: Teacher MPS

ACCOUNTABLE TO: Head of Department

JOB PURPOSE

To make a major contribution to the teaching and learning in the department. To contribute to the personal and social development of all pupils.

PRINCIPAL RESPONSIBILITIES

Classroom experiences for the pupils

- To teach good or better lessons
- To set high standards in line with teacher standard number 1
- To meet the teacher standard number 2 and to ensure pupils all make expected or better progress
- To meet teacher standard 3 and to promote and use effective literacy and numeracy strategies in lessons to support pupil progress
- To meet teacher standard 4 and to plan and deliver the curriculum for each designated class and to contribute to curriculum development within the department and to set and mark homework on a regular basis in line with school and department policy
- To meet teacher standard 5 including to provide differentiated experiences within lessons
- To meet teacher standard 6 and to mark and assess all pupil work and to keep clear records in line with department policy and National Curriculum guidelines
- To meet teacher standard 7 and to be responsible for the good conduct of all pupils in your charge and to make effective use of the school's systems of rewards and sanctions
- Work in collaboration with TAs and LSAs attached to any teaching group

Effective use of human and material resources within the subject/department

- To be involved with the development and review of schemes of work in your subject area/department
- To contribute to the effective development of subject resource banks of materials
- To be accountable for all resources within your teaching base and used by pupils in your charge

Accountable for a tutor group of pupils within the school

- To register the group and carry out all the functions of the form tutor as stated in the staff handbook
- To attend all tutor meetings
- To engage in the planning of activities for tutor time

- To complete all reports according to school policy and to attend all liaison meetings with parents

Wider school activities

- To engage in award evenings and other school events
- Be familiar with the Code of Practice for identification and assessment of Special Educational Needs and keep appropriate records on Individual Education Plans for pupils
- To work effectively in a team
- To meet Teacher Standard 8

Personal and Professional Conduct

- To meet the Teacher Standards (September 2012).

Health & Safety

- To promote and comply with the school’s policies on Equal Opportunities and Health and Safety both in the delivery of services and the treatment of others

Safeguarding

The Holmesdale School is committed to safeguarding and promoting the welfare of children and young people and all staff must ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people. All staff are to have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted by The Holmesdale School. Any safeguarding or child protection issues must be acted upon immediately by informing the Designated Child Protection Officer.

This job description is additional to the basic duties outlined in the latest School Teachers’ Pay and Conditions document and reflects the policies agreed by the Governors. The duties, responsibilities and accountabilities highlighted in this job description are indicative and may vary over time. This job description will be reviewed regularly and is an integral part of the appraisal and line management process.

Signed..... date.....

Signed..... date.....
Headteacher