



## Job Description Job Title: Teacher of English

<b>Accountable to:</b>	Head of Faculty	<b>Line Managing:</b>	N/A
<b>Post type:</b>	Permanent	<b>Salary/Grade:</b>	TMS/UPS
<b>Liaising with:</b>	Senior and Middle Leaders, Parents/Carers.		

### Every member of staff is required to:

- Work towards and promote the vision, beliefs, aims and expectations of the school
- Support and contribute to the achievement of every child's outcomes
- Support and contribute to the safeguarding of all students
- Undertake professional development activities to enhance personal development and performance
- Maintain high personal professional standards of attendance, punctuality, appearance, conduct and positive relations with students, parents and staff.

### All teaching staff are required to:

- To maintain and build upon the standards achieved as a qualified teacher as set out by the Secretary of State
- To contribute to and promote a clear vision for an effective department and school
- To adhere and promote departmental school policy and ethos
- To complete any other reasonable tasks as directed by the Headteacher

### Teaching and Learning

- Manage student learning through effective teaching in accordance with the faculty's schemes of work
- Ensure continuity, progression and cohesiveness in all teaching
- Use a variety of methods and approaches (including differentiation) to match the needs of each student to ensure that all students are able to access the curriculum and make at least their expected progress
- Set homework regularly (in accordance with the school homework policy) to consolidate and extend learning and encourage students to take responsibility for their own learning
- Work with EAL/SEN staff and support staff to maximise their effectiveness within lessons
- Support individual learning, by planning work with appropriate challenges and reviewing student outcomes on a regular basis
- Set clear and precise learning objectives and define criteria for success for each lesson
- Set high expectations for all students to deepen their knowledge and understanding and to maximise their achievement
- Use positive management of behaviour in an environment of mutual respect which allows students to feel safe and secure and promotes their self-esteem

### Monitoring, Assessment, Recording, Reporting, and Accountability

- Be responsible for the process of assessment, recording and reporting for the students in your charge
- Track student progress effectively, monitoring achievement against targets set and taking appropriate action to improve student outcomes
- Contribute towards the implementation of EHCPs as detailed in the current Code of Practice particularly the planning and recording of appropriate actions and outcomes related to set targets
- Be familiar with statutory assessment and reporting procedures and present informative, helpful and accurate reports to parents
- Follow the faculties marking, assessment and recording policy
- Keep an accurate register of students for each lesson. Unexplained absences or patterns of absence should be reported immediately in accordance with the school policy



# The Avon Valley School and Performing Arts College

## **Subject Knowledge and Understanding**

- Have thorough and up-to-date knowledge and understanding of the National Curriculum programmes of study, level descriptors and specifications for examination courses
- Keep up-to-date with research and developments in pedagogy in the relevant subject area

## **Professional Standards and Development**

- Work in accordance with the 2012 *Teachers' Standards*
- Be a role model to students through personal presentation and professional conduct
- Arrive in class, on or before the start of the lesson, take registers as required and begin and end lessons on time
- Establish effective working relationships with colleagues
- Be familiar with the school's policies and effectively implement them within your daily practice
- Be involved in extra-curricular activities such as making a contribution to after-school clubs and visits
- Liaise effectively with parents/carers and other agencies with responsibility for students' education and welfare
- Be aware of the role of the Governing Body of the school and support it in performing its duties
- Ensure compliance with data legislation under the GDPR
- Follow Health and Safety requirements and initiatives as directed

## **Continuing Professional development**

- Take responsibility for personal professional development, keeping up-to-date with research and developments and changes in the school curriculum
- Undertake any necessary professional development as identified
- Maintain a professional learning portfolio of evidence to support the appraisal process including the incorporation of targets related to leadership, evaluating and improving own practice

## **Additional Duties**

- Contribute to the life of The Avon Valley School and Performing Arts College, and support its ethos and policies
- Undertake any other duties as reasonably required by the Headteacher

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks, but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties.

### **Safer Recruitment Statement:**

*We are committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. This post requires Enhanced Disclosure (DBS).*