



Main Scale Teacher Job Description

TITLE AND GRADE OF POST

Teacher of English

AIM OF KESGRAVE HIGH SCHOOL

The aim of Kesgrave High School is to provide an environment where our pupils feel safe, secure, nurtured and are encouraged to grow. This positive and inclusive nature allows our youngsters to be able to reach their full potential across their own individual range of abilities and talents.

PURPOSE OF JOB

To provide professional support for the English Department, ensuring:

- The provision of an appropriately broad, balanced, relevant and differentiated curriculum
- High quality teaching
- Effective use of resources
- High standards of behaviour, learning and achievement for all students

CONTRACT TERMS AND DUTIES

This job description should be performed in accordance with the provisions of the ***School Teachers' Pay and Conditions Document*** and within the range of teachers' duties set out in that document.

ACCOUNTABLE TO

Head of English

Teachers other than a Headteacher

A teacher (other than a Headteacher) may be required to undertake the following duties

Teaching

- Plan and teach lessons and sequences of lessons to the classes they are assigned to teach within the context of the school's plans, curriculum and schemes of work.
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils.
- Participate in arrangements for preparing pupils for external examinations.

Whole school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures in such a way as to support the school's values and vision.
- Work with others on curriculum and/or pupil development to secure co-ordinated outcomes.
- Subject to sub-paragraph 59.10 supervise and so far as practicable teach any pupils where the person timetabled to take the class is not available to do so.

Health, safety and discipline

- Promote the safety and well-being of pupils.
- Maintain good order and discipline among pupils.

Management of staff and resources

- Direct and supervise support staff assigned to them and, where appropriate, other teachers.
- Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff.
- Deploy resources delegated to them.

Professional development

- Participate in arrangements for the appraisal and review of their own performance and, where appropriate, that of other teachers and support staff.
- Participate in arrangements for their own further training and professional development and, where appropriate, that of other teachers and support staff including induction.

Communication

- Communicate with pupils, parents and carers.

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school.