

JOB DESCRIPTION

Job Title: English Teacher

Grade: ECT / MPS / UPS

Responsible To: Team Manager

1. Purpose:

- 1.1 To raise standards of pupil attainment and achievement across the taught curriculum areas.
- 1.2 To monitor and track pupils' progress and ensure that pupils 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 pupils. 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 Team 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 pupils and staff (e.g. intervention and further learning, trips and visits).
- 1.7 Where directed by the Team 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 Team 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 Team Manager.
- 2.2 To monitor and support pupil progress and academic outcomes within the curriculum area.
- 2.3 To follow the schools' assessment policy

3. Core duties:

- 3.1 To regularly monitor pupil progress using the school procedures and data. To identify and target support strategies for pupils at risk of underachievement.
- 3.2 To support high standards and expectations of performance for staff and pupils within the classroom.
- 3.3 To actively support the Team 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 display commitment to the protection and safeguarding of children and young people.
- 3.5 To support, as directed by the Team 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.
- 3.6 To further develop, as directed by the Team Manager, resources and strategies to raise achievement for identified groups of pupils, such as EAL and SEN pupils.
- 3.7 To maintain a high-quality learning environment.
- 3.8 To support the Team 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.
- 3.9 Where directed by the Team Manager to undertake professional development through CPD, and the sharing of good practice and expectations etc.

4. Quality Assurance:

- 4.1 To support the Team Manager in ensuring quality assurance is in line with school policies, including, for example,
- Lesson observations
 - Scrutiny of pupils books, including marking and presentation
 - Review of schemes of work
 - Support for peer coaching and development
 - Performance Management reviews
- 4.2 To support the Team 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. Other 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 Team 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 Team 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 pupils.
- 5.7 To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher.

EXECUTIVE PRINCIPAL: SIMON FLOWERS
PRINCIPAL: LUCIE LAKIN

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General duties:

- To undertake ad hoc duties as may be required by the Principal and / or Senior Leadership Team from time to time, for example exam invigilation.
- To photocopy documentation as required maintaining GDPR requirements at all times.
- To adhere to school policies and procedures.

We expect all our staff to:

- Be a coach to a small group of pupils.
- Support and uphold the school ethos.
- Commitment to the school's restorative and relational practice.
- Play a role in the implementation of the School Development Plan, through departments' input.
- Display commitment to the protection and safeguarding of children and young people.
- Adhere to Safeguarding and Child Protection policies, e.g. Guidance to Safer Working Practice, Keeping Children Safe in Education, Whistle Blowing, Registration, etc.
- Continue their personal development.
- Participate in school events (occasionally on evenings and weekends)
- Support duties during the school day
- Participate in Flexible learning activities

Any Special Conditions of Service:

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.

Term time working plus additional days. There may be a need to occasionally work outside of school hours and off school premises, as required by the school. No smoking policy.

Signed: _____

Date: _____