



The St Marylebone Church of England Bridge School

JOB SPECIFICATION

Job Title: Teacher of English & Maths

Responsible to: Line Manager/ Head of School

Purpose:

Teaching across KS3 and a range of abilities. Working as part of the English team in planning, assessing and developing schemes of work and resources.

Main duties:

- Teach pupils in years 7 – 11.
- To deliver lessons which enrich and engage all pupils taught.
- Teach other subjects as required.
- Plan lessons carefully, having regard to the schemes of work and faculty practice.
- Cover for absent colleagues within the 'rarely cover' parameters within which we work.
- Work as a full member of the designated faculty team, working with others to promote good practice in the faculty, to create teaching resources and to develop consistent approaches.
- Assess student work to monitor and evaluate progress, set targets and advise lesson preparation.
- To drive attainment and progress for all pupils taught, setting targets, tracking progress and intervening where appropriate.
- To support behaviour appropriately in an environment of mutual respect which allows pupils to feel safe and secure and promotes their self-esteem.

Planning and classroom management

- Teach allocated pupils by planning your teaching to achieve progression of learning.
- Identify clear teaching objectives and specify how they will be taught and assessed.
- Set tasks which challenge pupils and ensure high levels of interest.
- Set appropriate expectations.
- Set clear targets, building on prior attainment.
- Provide clear structures for lessons maintaining pace, motivation and challenge.
- Make effective use of assessment and ensure coverage of programmes of study.
- Ensure effective teaching and best use of available time.
- Monitor and intervene to ensure sound learning and behaviour management.
- Ensure pupils acquire and consolidate knowledge, skills and understanding appropriately.
- Evaluate own teaching critically to improve effectiveness.
- Match approach to content, structure information, present a set of key ideas and use appropriate vocabulary.
- Consult with the Speech and Language, Occupational Therapist, Wellbeing and Behaviour teams as appropriate to understand pupils' needs, and adapt learning to an appropriate level

Monitoring, assessment, reporting and recording

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching.

- To meet and discuss as required, pupils' performance progress and attainment with parents and or carers.
- Mark and monitor pupils' work and set targets for progress.
- Assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which each pupil is achieving.
- To be familiar with statutory assessment and reporting procedures and to prepare and present informative, helpful and accurate reports to parents.
- Keep an accurate register of pupils for each lesson. Unexplained absences or patterns of absence should be reported immediately in accordance with the School policy.

Subject Knowledge & Understanding

- To have a thorough and up-to-date knowledge and understanding of the National Curriculum programmes of study, level descriptors and specifications for examination courses.
- To keep up to date with research and developments in pedagogy and the subject area.

Professional Standards & Development

- To be a role model to pupils through personal presentation and professional conduct.
- To arrive in class, on or before the start of the lesson, and to begin and end lessons on time.
- To cover for absent colleagues as is reasonable, fair and equitable.
- To co-operate with the employer in all matters concerning Health and Safety and specifically to take reasonable care of their own Health & Safety, and that of any other persons who may be affected by their acts or omissions at work.
- To establish effective working relationships with professional colleagues and support staff.
- To strive for personal and professional development through active involvement in the School's appraisal system and performance management procedures.
- To participate in wider school activities such as weekly enrichment and interventions sessions.
- To maintain a working knowledge and understanding of teachers' professional duties as set out in the current School Teachers' Pay and Conditions document, and teachers' legal liabilities and responsibilities relating to all current legislation, including the role of the education service in protecting children.
- To liaise effectively with parent/carers and with other agencies with responsibility for pupils' education and welfare.
- To undertake any reasonable task as directed by the Line Manager/ Headteacher
- To be aware of the role of the Governing Body of the School and to support it in performing its duties.
- To be familiar with and implement the relevant requirements of the current SEN Code of Practice.
- To consider the needs of all pupils within lessons (and to implement specialist advice).

N.B: Every subject teacher is expected to lead a tutor group.

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.

Person Specification

- Qualified Teacher Status (QTS).
- Degree or equivalent qualification relevant to English and/or Maths.
- Primary training or experience teaching Upper KS2 or Experience teaching English and/or Maths across Key Stage 3.
- Experience teaching Entry Level, Functional Skills or GCSE courses.
- Training in Ruth Miskin Read Write In Phonics and experience of using this in practice.
- Experience teaching pupils with Speech, Language and Communication Needs (SLCN), including Developmental Language Disorder (DLD).
- Experience in a specialist, inclusive or SEND setting.
- Ability to work effectively in a team and willingness to contribute to wider school life, including enrichment and tutor responsibilities.
- Excellent communicator
- Ability to engage, enthuse and motivate students
- Ability to organise, plan and prioritise time effectively
- Enthusiasm, drive and love for job
- Flexibility, adaptability and creativity