



**HALL GREEN SCHOOL**  
**JOB DESCRIPTION**  
**POST: TEACHER**

| Post Title                                                         | Teacher                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
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| Purpose                                                            | <p>To maximise the achievement of all pupils in your charge.</p> <p>To be responsible for those children's safety and welfare.</p> <p>To assist in the development of the department and other teachers in the school.</p>                                                                                                                                                                                                                                                                                                                                                      |
| Reporting to                                                       | Head of Department                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Core tasks and responsibilities (from Teachers' Standards 2013)    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Set high expectations which inspire, motivate and challenge pupils | <ul style="list-style-type: none"> <li>• Establish a safe and stimulating environment for pupils, rooted in mutual respect</li> <li>• Set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions</li> <li>• Demonstrate consistently the positive attitudes, values and behaviour which are expected of pupils.</li> </ul>                                                                                                                                                                                                                      |
| Promote good progress and outcomes by pupils                       | <ul style="list-style-type: none"> <li>• Be accountable for pupils' attainment, progress and outcomes.</li> <li>• Be aware of pupils' capabilities and their prior knowledge, and plan teaching to build on these.</li> <li>• Guide pupils to reflect on the progress they have made and their emerging needs.</li> <li>• Demonstrate knowledge and understanding of how pupils learn and how this impacts on teaching.</li> <li>• Encourage pupils to take a responsible and conscientious attitude to their own work and study.</li> </ul>                                    |
| Demonstrate good subject and curriculum knowledge                  | <ul style="list-style-type: none"> <li>• Have a secure knowledge of the relevant subject(s) and curriculum areas, foster and maintain pupils' interest in the subject, and address misunderstandings.</li> <li>• Demonstrate a critical understanding of developments in the subject and curriculum areas, and promote the value of scholarship.</li> <li>• Demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English.</li> </ul>                                                    |
| Plan and teach well-structured lessons                             | <ul style="list-style-type: none"> <li>• Impart knowledge and develop understanding through effective use of lesson time.</li> <li>• Promote a love of learning and children's intellectual curiosity.</li> <li>• Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired.</li> <li>• Reflect systematically on the effectiveness of lessons and approaches to teaching.</li> <li>• Contribute to the design and provision of an engaging curriculum within the relevant subject area(s).</li> </ul> |
| Adapt teaching to respond to the strengths and needs of all pupils | <ul style="list-style-type: none"> <li>• Know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively.</li> <li>• Have a secure understanding of how a range of factors can inhibit pupils' ability to learn, and how best to overcome these.</li> </ul>                                                                                                                                                                                                                                                                     |

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|                                                                             | <ul style="list-style-type: none"> <li>• Demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support pupils' education at different stages of development.</li> <li>• Have a clear understanding of the needs of all pupils, including those with special educational needs; those of high ability; those with English as an additional language; those with disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them.</li> </ul>                                                                                                                                                                                                                                                                                                          |
| Make accurate and productive use of assessment                              | <ul style="list-style-type: none"> <li>• Know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements.</li> <li>• Make use of formative and summative assessment to secure pupils' progress.</li> <li>• Use relevant data to monitor progress, set targets, and plan subsequent lessons.</li> <li>• Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                 |
| Manage behaviour effectively to ensure a good and safe learning environment | <ul style="list-style-type: none"> <li>• Have clear rules and routines for behaviour in classrooms, and take responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the school's behaviour policy.</li> <li>• Have high expectations of behaviour, and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly.</li> <li>• Manage classes effectively, using approaches which are appropriate to pupils' needs in order to involve and motivate them.</li> <li>• Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.</li> </ul>                                                                                                                                        |
| Fulfil wider professional responsibilities                                  | <ul style="list-style-type: none"> <li>• Make a positive contribution to the wider life and ethos of the school.</li> <li>• Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support.</li> <li>• Deploy support staff effectively.</li> <li>• Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues.</li> <li>• Communicate effectively with parents with regard to pupils' achievements and well-being.</li> </ul>                                                                                                                                                                                                                                                                                         |
| Personal and professional conduct                                           | <ul style="list-style-type: none"> <li>• A teacher is expected to demonstrate consistently high standards of personal and professional conduct. Teachers must uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school in line with the Teachers' Standards document (June 2013).</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Generic responsibilities of all Hall Green School Staff                     | <ul style="list-style-type: none"> <li>• To work consistently to uphold the school's mission statement.</li> <li>• To follow all school policies.</li> <li>• To work in a cooperative and polite manner with staff and all other Stakeholders.</li> <li>• To work with students in a courteous, positive, caring and responsible manner at all times.</li> <li>• To follow child protection measures and in so doing ensure that pupil's safety and wellbeing is never compromised.</li> <li>• To take an active part in the school's commitment to the development of staff and the appraisal procedure.</li> <li>• To work with visitors to school that upholds the school's reputation.</li> <li>• To seek to improve the quality of the service the school provides.</li> <li>• To present oneself in a professional way that is consistent with the</li> </ul> |

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|                                                                                                                                                                                                                                                                                                                                                                                              | <p>values and expectations of the school.</p> <ul style="list-style-type: none"> <li>• To carry out, in good grace, any other duty deemed reasonable by the Headteacher.</li> <li>• The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.</li> </ul> |
| <p>The post holder will be subject to appraisal objectives which will be agreed and reviewed annually. The post holder is expected to carry out such other duties as may reasonably be assigned by the Headteacher.</p> <p>The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.</p> |                                                                                                                                                                                                                                                                                                                                                              |