



**Longcause Community
Special School**

JOB DESCRIPTION

POST TITLE: Teacher
LOCATION: Longcause School
RESPONSIBLE TO: Headteacher

Key Responsibilities:	
Teacher	<p>Teaching Duties:</p> <ul style="list-style-type: none">• To undertake all the professional duties of a teacher, under the terms and conditions specified in the School Teachers' Pay and Conditions Document and under the reasonable direction of the Headteacher. <p>Professional Duties:</p> <ul style="list-style-type: none">• To be an exemplary teacher responsible for developing excellent learning outcomes of the pupils they teach.• To set very high standards of personal development, welfare and safety for all children across the school.• To play a major role, under the direction of the Headteacher, in formulating the aims and objectives of Longcause Community Special School and ensuring their successful implementation.• To have a significant and direct impact on the quality of teaching, learning and progress of all pupils, particularly those in their own phase.• To hold the staff, they lead to account and ensure that they become exemplary teaching assistants who secure excellent outcomes.

This job description is not a comprehensive definition of the post. Discussions will take place on a regular basis to clarify individual responsibilities within the general framework and character of the post as identified below. The job description or duties may vary or be amended from time to time without changing either the level of responsibility or the financial remuneration associated with this post.

Responsibilities are for the management and overview of the planning, delivery, assessment, review and future needs of the tutor group. Specifically, this will involve:

- Carrying out the professional duties of a teacher as set out in the Teachers Pay and Conditions Document and Teacher Standards.
- Creating or advising on schemes of work, which satisfy the requirements of the National Curriculum.
- Recording pupil progress in line with school procedures.
- Play a full role in the life of Longcause School to support its ethos and encourage pupils to follow this example.

Planning and Teaching and Assessment:

Plan and teach lessons to the classes assigned to and teach within the context of the school's plans, curriculum and schemes of work. Development of appropriate syllabuses, materials, schemes of work and lesson plans, which should engage, stimulate and challenge students of all abilities, and cater for all learning styles.

Ensure all lessons are planned, prepared and delivered with clear differentiation to cater for students of all abilities, whilst ensuring individual students progress.

Promoting and safeguarding the welfare of pupils.

Develop pupil's social and communication skills.

Establish a safe, clean and secure learning environment which promotes pupil's confidence.

Ensure Health and Safety policies and procedures are promoted through good working practices within the school.

Use teaching methods which capture pupils' interest and maintain their engagement by:-

- Motivating and stimulating pupil's learning abilities, often encouraging learning through experience.
- Providing pastoral care and support to pupils and providing them with a secure environment to learn.
- Provide guidance and advice to pupils on educational and social matters and on their further education and future careers.
- Setting high expectations of pupils.
- Assisting with the development of pupil's personal/social and language abilities.
- Supporting the development of pupil's basic skills, including physical coordination, speech and communication.
- Sharing knowledge gained with other practitioners and parents
- Keeping up to date with changes in curriculum and developments in best practice.
- Encourage pupils to be actively engaged in their own learning and, where appropriate, in reviewing their progress against targets.

- Ensure all work is marked within school guidelines and pupils are guided on how to improve.
- Providing opportunities to develop pupils' wider understanding by relating their learning to "real life".
- Deal with behaviours effectively according to the schools Emotional and Behaviour Support policies. To promote positive behaviours.
- Read and adhere to all procedures as set out in the staff handbook.
- To ensure effective communication and consultation with families.
- Be familiar with the statutory assessment and reporting requirements.

Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, and plan subsequent lessons, using relevant data.

Be accountable for students attainment, progress and outcomes.

Take responsibility for a subject/curriculum area.

Participate in arrangements for preparing pupils for external examinations.

Management of Staff

Direct and supervise support staff, and where appropriate, other teachers.

Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff.

Professional Development

Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues.

Participate in arrangements for the appraisal and review of own performance and, where appropriate, that of other teachers and support staff.

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.

General

Adhere to policies and procedures at Longcause School.

Demonstrate consistently positive attitudes, values and behaviours expected at Longcause School based on mutual respect.

