



## RIDGEWOOD SCHOOL

<b>TITLE:</b>	Teacher with TLR responsibility
<b>RESPONSIBLE TO:</b>	Curriculum Leader
<b>RESPONSIBLE FOR:</b>	<p>To carry out professional duties including the responsibility for an assigned class including the day-to-day work and management of the class and the safety of the students during both on-site and off-site activities.</p> <p>To be responsible and accountable for achieving the highest possible standards in work and conduct.</p> <p>Take specific responsibility and accountability for an area within the department.</p> <p>To promote the aims and objectives of our school and maintain its philosophy of education, ensuring the promotion and safeguarding of the welfare of our students within school.</p>

### **MAIN DUTIES AND RESPONSIBILITIES:**

You are required to carry out the professional duties of a classroom teacher as set out in the current School Teachers' Pay and Conditions Document.

You are expected to demonstrate consistently high standards of personal and professional conduct.

You should also have due regard to the current Teachers' Standards which your performance will be assessed against as part of the appraisal process.

#### **Teaching**

- Maintain an up to date knowledge and understanding of the professional duties and responsibilities of teachers and the statutory frameworks.
- Plan teaching and differentiate appropriately to build on existing student capabilities demonstrating knowledge and understanding of how students learn by having a clear understanding of their individual needs e.g. EAL, disabilities etc.
- Use a wide variety of strategies to create a positive learning environment and maximise achievement for all students.
- Apply a range of teaching and learning strategies to reduce individual barriers to learning and to meet student needs.

- Use relevant data to monitor progress, set targets, and plan subsequent lessons, taking account of students' prior levels of attainment.
- Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate.
- Regularly review the effectiveness of your teaching and assessment procedures and their impact on students' progress, attainment and wellbeing.
- Be accountable for the attainment, progress and outcomes of the students you teach.
- Work with other staff on curriculum and/or student development to secure co-ordinated outcomes.
- Demonstrate an understanding of, and take responsibility for promoting, high standards of literacy including the correct use of spoken English (irrespective of your specialist subject).
- Make accurate and productive use of assessment to secure students' progress.
- Mark and monitor students' class-work and homework, providing regular and constructive oral and written feedback, and set appropriate targets for students' progress.
- Use a range of monitoring and assessment strategies to evaluate student progress and to improve your own planning and teaching.
- Support and promote the school's ethos, aims and core values in order to promote the welfare, progress, attainment levels and continued development of the school and its students.
- Participate in arrangements for preparing students for external examinations.

### **Behaviour and Safety**

- Establish a safe, purposeful and stimulating environment for students using praise, sanctions and rewards in a consistent and fair manner.
- Manage classes effectively, using approaches which are appropriate to students' needs in order to inspire, motivate and challenge students.
- Maintain good relationships with students, exercising appropriate authority.
- Be an appropriate role model and demonstrate consistently the positive attitudes, values and behaviour which are expected of students.
- Have high expectations of behaviour, promoting self-control and independence of all learners.

### **General**

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures to support the school's values and vision.
- Play a key role in assemblies, open evenings and other major school events.
- Work as a team member and identify opportunities for promoting productive relationships with colleagues and for sharing the development of effective practice with them.
- Further support the climate for learning, improve the school's ethos and maintain our culture of achievement and high expectation.
- Develop effective working relationships with schools, partners, and other agencies.
- Follow the school's safeguarding policies and procedures to create and maintain a safe environment for student learning.
- Participate fully in CPD activities and appraisal arrangements.
- Any other reasonable duties as requested by the Headteacher

This job role sits alongside the requirement for staff to abide by all school policies and relevant national and local requirements including terms and conditions and national standards. This job profile is not exhaustive and the post holder may be required to undertake other duties as necessary and appropriate.

Note: This job description is not your contract of employment or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed.