

JOB DESCRIPTION

Job title	Teacher
Grade	MPS/UPR
Responsible to	Principal and Senior Leadership Team
Responsible for	The learning of students, their well-being and their annual achievement in all teaching groups and coaching groups

Summit Learning Trust Mission Statement

Strength through Endeavour
Ambition through Challenge
Excellence through Diversity

Job Purpose:

The class teacher will:

- fulfil the professional responsibilities of a teacher, as set out in the current Teachers Standards
- be a consistently 'good' and often 'outstanding' teacher who meets the relevant set of personal professional standards for the specific pay phase, and takes responsibility for personal professional development
- act as a role-model for learners and other colleagues and represent the academy/Trust in a manner consistent with its ethos and values
- promote and safeguard the welfare of all learners at the academy/Trust

Key Responsibilities:

Have knowledge and understanding of:

- The academy's mission statement, aims, priorities, targets and balanced scorecard and the mission of the Summit Learning Trust
- Any statutory curriculum requirements and the requirements for assessment, recording and reporting of learners' attainment and progress.
- The characteristics of high-quality teaching and the main strategies for improving and sustaining high standards of teaching, learning and achievement for all learners.
- New subject-specific pedagogies and research, and their potential impact.
- The implications of the Code of Practice for Additional Educational Needs for teaching and learning.

Planning and target setting

- Set high expectations and targets for learners in every group taught based on the data provided.
- Ensure that context sheets are created, updated and used effectively to promote high quality personalised teaching, learning and interventions.
- Work with the SENCO, and any other colleagues with Additional Educational Needs expertise, to ensure that individual education plans are used to set subject specific targets and that work is matched well to learners' needs.

- Contribute to and follow the short, medium and long term plans for teaching and learning to promote progress.
- Contribute to whole-academy aims, policies and practices including those in relation to safeguarding, behaviour, bullying and racial and homophobic harassment.

Teaching & Managing Pupil Learning

- Ensure that roll call and class registers are marked punctually and accurately and are kept up to date as required by law and effective safeguarding procedures. Monitor attendance and punctuality of groups of learners and individuals and take appropriate action to address any issues.
- Highlight positive performance and recognise and reward it appropriately.
- Utilise appropriate behaviour management strategies and adhere to the Academy's Behaviour for Learning policy and procedures.
- Ensure the progress of every learner within each lesson, across sequences of lessons and throughout modules/schemes of work.
- Utilise a range of appropriate teaching strategies to ensure that lessons have pace and variety.
- Ensure that teaching reflects the diversity of backgrounds of learners and promotes mutual respect.
- Ensure that teaching caters for the full range of learning styles of learners.
- Ensure that assessment and attainment data informs teaching and that learners understand how to improve and make progress.
- Ensure effective development of learners' literacy, numeracy and information technology skills through the subject.
- Contribute to the Spiritual, Moral, Social and Cultural (SMSC) agenda across the curriculum.

Assessment & Evaluation

- Adhere to the Academy's system for recording and reporting individual learner performance ensuring compliance with all deadlines.
- Establish clear targets for learners' achievement and evaluate attainment and progress for all learners.
- Use data effectively to identify individual learners and learner groups who are underachieving and, where necessary, create and implement effective plans of action to support these learners.
- Contribute to regular curriculum review to help maintain a relevant, stimulating and innovative curriculum provision.
- Participate in lesson observations and other measures to monitor the delivery of learning outcomes and quality of teaching and implement measures to address any improvement issues identified.

Working with colleagues & other adults

- Attend meetings as required
- Establish clear and constructive working relationships with other colleagues, focusing on maximising learner progress
- Establish a partnership with parents/carers to involve them in their child's learning of the subject, as well as providing information about curriculum, attainment, progress and targets as required.

Personal and Professional Conduct

- Uphold public confidence and maintain high standards of ethics, behaviour, within and outside the academy/Trust.

- treat learners with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position
- Have proper and professional regard for the ethos, policies and practices of the academy/Trust, and maintain high standards of attendance and punctuality.
- Understand and act within the statutory frameworks which set out their professional duties and responsibilities.

Data Protection and Safeguarding

- Work within the requirements of GDPR at all times
- Understand your responsibilities in relation to safeguarding and child protection and how to highlight an issue / concerns
- Remain vigilant to ensure all learners are protected from potential harm

General

- Oversee the development and organisation of any relevant extra-curricular activities and visits which extend learning beyond the classroom.
- Whilst every effort has been made to explain the main duties and responsibilities of the post it may not identify every individual task that is required. The post-holder may be asked to carry out any other duties as commensurate within the grade in order to ensure the smooth running of the academy.
- Take part in professional development and the performance management process.
- The post-holder will be expected to undertake any appropriate training provided by our Trust to assist them in carrying out any of the above duties.
- The post-holder will be expected to contribute to the protection of children and young people, as appropriate, in accordance with any agreed policies and/or guidelines, reporting any issues or concerns to their immediate line manager.
- The post-holder will be required to promote, monitor and maintain health, safety and security in the workplace. To include ensuring that the requirements of the Health & Safety at Work Act, Coshh, and all other mandatory regulations are adhered to.
- An Enhanced Disclosure with the Disclosure and Barring Service (DBS) will be undertaken before an appointment can be confirmed. The successful candidate will be required to disclose all convictions and cautions, including those that are spent; the exception being certain, minor cautions and convictions which are 'protected' for the purposes of the 'Exceptions' order. <https://www.gov.uk/government/collections/dbs-filtering-guidance>
- The job description will be reviewed regularly and may be subject to modification or amendment at any time after consultation with the post-holder.

Job description issued by:	
Date:	