

BROWNEGE ST MARY'S CATHOLIC HIGH SCHOOL

A SPECIALIST SPORTS, MATHS & COMPUTING COLLEGE

Brownedge St Mary's Catholic High School exists to help all pupils to discover their physical, intellectual, social, moral, cultural and spiritual talents, to recognize them thankfully as God's gifts and to develop them to their full potential.

The school seeks to prepare pupils through the experience of being part of a safe, caring Christian community in school, to take their place in later life as committed members of the church and caring members of society.

In order to fulfill our mission, the Governors of Brownedge St. Mary's Catholic High School aspire for all our teachers to be graded at least GOOD. Teachers who have a performance management grade of satisfactory will have support to attain good, and those graded as good will have the opportunity to attain outstanding through coaching and other professional development opportunities.

MAIN SCALE TEACHER - JOB DESCRIPTION

Post title

Class Teacher

Post holder

Salary and grade:

Main pay scale range 1-6. Point in line with the current School Teachers' Pay and Conditions Document.

Responsible to:

Head of Subject, the Head Teacher, members of the senior leadership team (SLT) and the governing body.

Supervisory responsibility:

The postholder may be responsible for the deployment and supervision of the work of teaching assistants relevant to their responsibilities.

Main purpose of the job:

- Be responsible for the learning and achievement of all pupils in their classes ensuring equality of opportunity for all.
- Be responsible and accountable for achieving the highest possible standards in work and conduct.
- Treat pupils with dignity and respect and act with honesty and integrity, building relationships rooted in mutual respect.
- Contribute to pupils' moral, cultural, spiritual and citizenship development.
- Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of their pupils.
- Act within, the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current School Teachers Pay and Conditions Document and Teacher Standards (2013) and to discharge those duties in keeping with the Catholic Education Service (CES) contract of employment and the stated Mission of the School.

- Take responsibility for promoting and safeguarding the welfare of children and young people within the school.
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Duties and responsibilities

All teachers are required to carry out the duties of a schoolteacher as set out in the current *School Teachers Pay and Conditions Document*. Teachers should also have due regard to the Teacher Standards (2013). Teachers' performance will be assessed against the teacher standards as part of the appraisal process as relevant to their role in the school.

PART ONE: TEACHING

A teacher must:

1. Set high expectations which inspire, motivate and challenge pupils;
 - a) Establish a safe and stimulating environment for pupils, rooted in mutual respect.
 - b) Set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions.
 - c) Demonstrate consistently the positive attitudes, values and behaviour which are expected of pupils.
2. Promote good progress and outcomes by pupils
 - a) Be accountable for pupils' attainment, progress and outcomes.
 - b) Plan teaching to build on pupils' capabilities and prior knowledge
 - c) Guide pupils to reflect on the progress they have made and their emerging needs.
 - d) Demonstrate knowledge and understanding of how pupils learn and how this impacts on teaching.
 - e) Encourage pupils to take a responsible and conscientious attitude to their own work and study.
3. Demonstrate good subject and curriculum knowledge
 - a) Have a secure knowledge of the relevant subject(s) and curriculum areas, foster and maintain pupils' interest in the subject, and address misunderstandings.
 - b) Demonstrate a critical understanding of developments in the subject and curriculum areas, and promote the value of scholarship
 - c) Demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English, whatever the teacher's specialist subject.
4. Plan and teach well structured lessons
 - a) Impart knowledge and develop understanding through effective use of lesson time.
 - b) Promote a love of learning and children's intellectual curiosity.
 - c) Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired.
 - d) Reflect systematically on the effectiveness of lessons and approaches to teaching.
 - e) Contribute to the design and provision of an engaging curriculum within the relevant subject area(s).
5. Adapt teaching to respond to the strengths and needs of all pupils
 - a) Know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively.
 - b) Have a secure understanding of how a range of factors can inhibit pupils' ability to learn, and how best to overcome these 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.
 - c) 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.

6. Make accurate and productive use of assessment

- a) Know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements.
- b) Make use of formative and summative assessment to secure pupils' progress.
- c) Use relevant data to monitor progress, set targets, and plan subsequent lessons.
- d) Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback.

7. Manage behaviour effectively to ensure a good and safe learning environment

- a) Ensure pupils follow clear rules and routines for behaviour in classrooms, and take responsibility for promoting good and courteous behaviour using PARS, both in classrooms and around the school, in accordance with the school's behaviour policy.
- b) Have high expectations of behaviour, and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly manage classes effectively, using approaches which are appropriate to pupils' needs in order to involve and motivate them.
- c) Cultivate and maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.

8. Fulfil wider professional responsibilities

- a) Make a positive contribution to the wider life and ethos of the school.
- b) Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support.
- c) Deploy support staff effectively.
- d) Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues.
- e) Communicate effectively with parents with regard to pupils' achievements and well-being.

PART TWO: PERSONAL AND PROFESSIONAL CONDUCT

A teacher is expected to demonstrate consistently high standards of personal and professional conduct. The following statements define the behaviour and attitudes which set the required standard for conduct throughout a teacher's career.

1. Teachers uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school, by:

- a) Treating pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position having regard for the need to safeguard pupils' well-being, in accordance with statutory provisions.
- b) Showing tolerance of and respect for the rights of others.
- c) Not undermining fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs
- d) Ensuring that personal beliefs are not expressed in ways which exploit pupils' vulnerability or might lead them to break the law.

2. Teachers must have proper and professional regard for the ethos, policies and practices of the school in which they teach, and maintain high standards in their own attendance and punctuality.

3. Teachers must have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities.

Pastoral System

1. To monitor and support the overall progress and development of pupils within classes assigned.
2. To act as a form tutor and carry out the duties associated with the role
3. To contribute to the teaching of Learning for Life, Citizenship and Enterprise according to school policy.
4. To attend regular training with regard to safeguarding and follow school and legal procedures when dealing with safeguarding issues, including referral to the DSP.

School Ethos

The governors of St. Mary's would encourage all staff to be involved in enrichment activities in line with the ethos of the school, specifically:

1. To play a full part in the school community, to support its distinctive Mission and to encourage students to follow this example.
2. To support the school in meeting its legal requirements for worship and to lead House acts of worship as requested.
3. To contribute significantly, where appropriate, to implementing the policies and practices of the school and to promote collective responsibility for their implementation.

Other

1. Proactively participate with arrangements made in accordance with the Appraisal Regulations 2012
2. Perform any reasonable duties as requested by the Head Teacher
3. Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. The school will endeavour to make any necessary reasonable adjustments to the job and working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

Note

This job description is current at the date below but will be reviewed on an annual basis and, following consultation, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.

Signature of post holder:

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Date: / /

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Signature of Head Teacher:

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Date: / /

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