



JOHN MASON SCHOOL Job Description

Post:	Teacher of English
Subject:	English
Salary:	MPS or UPS if post threshold
Safeguarding:	This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

A teacher at John Mason School is responsible for carrying out the duties of a teacher as set out in the DfE Teachers Standards Document (Appendix 1) and as outlined in the DfE School Teachers' Pay and Conditions Document 2013 (Part 6)

A teacher is also responsible for;

Teaching and Learning

- To teach high quality and relevant **lessons** to be delivered in line with the schools Teaching and Learning policy. These lessons should be well planned, objective led and follow an agreed SoL.
- To suitably differentiate lessons to meet the needs of all students. This should include:
 - **Pupil Premium.**
 - Challenging provision for **G&T.**
 - Appropriate provision for **SEN** (liaising with whole school SENCO and TAs).
 - Appropriate provision for **EAL.**
 - Learning beyond the classroom through effective **homework** opportunities.
 - High levels of **literacy**, appropriate to the Key Stage.
 - Thoughtful and wide ranging promotion of **SMSC** opportunities.
- To contribute to the design of a **shared curriculum.**
- To contribute to the provision of **extra-curricular opportunities** for students across the Key Stages.
- To take part in **faculty meetings** according to the school calendar.

Managing, Assessment and Feedback

- To be accountable for **student outcomes** and **teaching and learning** within your individual classes.

- To carry out regular **assessment** opportunities at all Key Stages in line with the faculty assessment policy and to contribute to accurate **moderation** of assessment.
- To ensure the student progress is accurately **monitored** and **reported** on for individual class groups. This includes setting appropriate **targets**.
- To ensure effective **communication** with parents, including the **reporting** process and attendance at **Parents' Evenings**.
- To review individual **GCSE and A level performance**.
- To provide regular **feedback** for all students in line with the departmental policy and ensure that **students act** on this feedback.
- To provide **formative assessment** opportunities for students.
- To ensure **Controlled Assessment** conditions are met in the classroom according to the school's policy and exam board regulations.
- To take part in **observations** in line with the school's policy.

Continual Professional Development

- To be a positive **role model**.
- To take part in the **appraisal process**.
- To take part in **continual professional development** where appropriate.
- To attend **Continual Professional Development Sessions** according to the school calendar.
- To contribute to **teamwork** and **effective working relationships** within the faculty.

Behaviour and Climate for Learning

- To be responsible for **student behaviour** in the classroom and ensuring the whole school policy on behaviour is followed. To involve the Learning Support and the 4Real Team where necessary.
- To provide a safe and positive learning environment for students to learn in the classroom through high quality **display** that is changed annually according to school policy and to ensure the learning environment is kept tidy.

Promotion of School

- To make a **positive contribution** to the life of the school and exemplify the **school vision and values**.
- To promote, advocate and follow all **school policies**.
- To be aware of and respond appropriately to any health and safety issues raised by materials, practice or accommodation related to the subject.

Pastoral Responsibilities

- To carry out the responsibilities of a form tutor.

April 2014