

TEACHER - GENERIC JOB DESCRIPTION

A PURPOSE OF THE JOB

- The classroom teacher is expected to deliver high quality teaching and learning
- The classroom teacher is expected to uphold the ethos of the School and work within its established policies (Staff Handbook)
- The classroom teacher must endeavour to ensure the safety of pupils at all times in teaching areas and around the School, by careful reference to the Health & Safety at Work Act

B RESPONSIBILITIES AND DUTIES

1 Curriculum (Subject/Pastoral)

- To contribute towards departmental (Year Team) developments and the planning of Schemes of Work
- To ensure familiarity with subject matter and departmental (PDL) resources and to prepare lessons relating to Schemes of Work within the context of the departmental (PDL) schemes and the requirements of the National Curriculum
- To assess, record and report achievement according to departmental policy, whole school policy and National Curriculum requirement
- To keep abreast of new developments and current literature within subject areas and through attendance and INSET courses

2 Classroom Management

- To implement the Good Behaviour Policy in full
- To be aware of the range of abilities and needs of the pupils within a teaching group and to endeavour to meet those needs through differentiation strategies
- To create and maintain an attractive and stimulating learning environment, conducive to motivation
- To set appropriate homework in accordance with department/school policy
- To monitor and mark classwork and homework and to feed back information to pupils, as appropriate.
- To maintain a register of attendance for each class in line with school policy
- To encourage and celebrate success at whatever level

3 Liaison

- To attend calendared meetings, (after school and in the evening, as applicable)
- To liaise with the Head of Department/Head of Year, Tutor and Parents, on academic and pastoral matters, eg homework, discipline, praise
- To be aware of opportunities for cross-curricular work and to pursue these, where appropriate

4 General Professional Duties

- To act as a Tutor to an assigned Tutor Group within the pastoral system, under the guidance of the Head of Year
- To contribute to general supervisory duties in accordance with school policy

The above responsibilities and duties of the post are subject to the statutory conditions of employment of school teachers as published by the DCSF.

From time to time this Job Description will be reviewed and may be amended.

(Please note: This Job Description does not define in detail all the duties and responsibilities of the post. Your attention is drawn to the Cams Hill Staff Handbook which gives details of current school routines).