

**JOB DESCRIPTION**

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| **Department** | LITTLE LEVER SCHOOL | |
| **Job Title** | Teacher of science | |
| **Grade** | TEACHERS PAY SCALE | |
| **Primary Purpose of the Job** | * To fulfil the Teachers’ Standards, in the context of being a teacher of Science as part of a Subject team and as a Form Tutor as part of a Year team * To believe that all students can achieve things they never thought they could and prepare and deliver lessons as part of a broad and balanced curriculum to meet all students’ needs so they realise this belief * To be a reflective practitioner who acts on feedback to improve their practice and is able and willing to share best practice with their colleagues * To monitor and support the overall progress and development of students as a teacher and as a Form Tutor * To facilitate and encourage a learning experience and environment which provides students with the opportunity to achieve things they never thought they could * To contribute to raising standards of student progress and attainment * To share and support the school’s responsibility to provide and monitor opportunities for personal and academic growth | |
| **Responsible to** | Leader of Science | |
| **PRINCIPAL RESPONSIBILITIES**  To meet all requirements as appropriate of the Teachers’ standards in line with Career Stage Expectations**.**  **TEACHING AND LEARNING:**   * To provide a personalised and responsive teaching approach that takes into account the needs of all students * To set and mark differentiated work carried out by the student in school and elsewhere * To use a variety of delivery methods and pedagogical activities which will stimulate learning appropriate to student needs and demands of the syllabus * To monitor the impact of pedagogical activities on students’ learning * To grade and give written/verbal and diagnostic feedback that helps students’ make progress as required * To undertake assessment of students, underpinned by the principles and practice of AfL and as requested by external examination bodies, department and school procedures * To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required * To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students * To ensure that RWCM are reflected in the teaching/learning experience of students * To ensure a high quality learning experience for students which meets internal and external quality standards * To maintain discipline in accordance with the school’s procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and independent study   **OPERATIONAL / STRATEGIC PLANNING AND QUALITY ASSURANCE:**   * To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the subject area * To co-operate with other staff to ensure a sharing and effective use of resources to the benefit of the School, department and the students * To contribute to the department’s development plan and implementation * To plan and prepare courses and lessons * To contribute to educational enhancement activities * To contribute to the whole school’s planning activities * To help to implement school quality assurance procedures and to adhere to those * To contribute to the process of monitoring and evaluation of the subject area in line with school procedures * To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school   **CURRICULUM PROVISION AND DEVELOPMENT:**   * To assist the Subject Leader to ensure that the curriculum area provides a range of teaching which complements the school’s strategic objectives * To assist in the process of curriculum development and change to ensure continued relevance to the needs of students, examining/awarding bodies our purpose and values and school priorities   **STAFF DEVELOPMENT, RECURUITMENT AND WELLBEING:**   * To take part in the school’s CPD programme * To continue personal development including subject knowledge and teaching methods * To engage actively in the Appraisal process * To ensure the effective/efficient deployment of classroom support * To work as a member of a designated team and to contribute positively to effective working relations within the school   **COMMUNICATIONS:**   * To communicate effectively with the parents/carers of students as appropriate * Where appropriate, to communicate and co-operate with bodies outside the school * To follow agreed policies for communications in the school * To take part in marketing and liaison activities such as Open Evenings, Parents’ Evenings, and liaison events with partner schools * To contribute to the development of effective subject links with external agencies   **CARE, GUIDANCE AND SUPPORT:**   * To be a Form Tutor to an assigned group of students and to contribute to tutor time and other tutor-based curriculum activities * To promote the general progress and well-being of individual students and of the tutor group * To liaise with Year Leaders and other key staff to ensure implementation of the Pastoral System * To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life * To evaluate and monitor the progress of students and keep up-to-date student records * To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved * To communicate with the parents/carers of students and with bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff * To apply the Respect Charter, Perfect Climate, and other Behaviour for Learning systems so that effective learning can take place   **GENERAL DUTIES:**   * To play a full part in the life of the school community, to support its distinctive aims and ethos and to encourage staff and students to follow this example * To promote actively the school’s corporate policies and to comply with the school’s health and safety policy and undertake risk assessments as appropriate * You will be expected to carry out the professional duties of a teacher as outlined in the School Teachers’ Pay and Conditions Document currently in operation, or any subsequent legislation   **ADDITIONAL RESPONSIBILITIES**   * Deal with any immediate problems or emergencies according to the academy’s policies and procedures. * Respect confidential issues linked to home/students/teacher/academy work following the Trust’s Data Protection and Freedom of Information Policy. * Fire Marshall duties in the case of fire and/or emergency evacuation where applicable. * To comply with the academy’s Child Safeguarding Procedures, including regular liaison with the academy’s Designated Child Safeguarding Person over any safeguarding issues or concerns. * To comply with the academy policies and procedures at all times. * Undertake other reasonable duties (with competence and experience) as requested, in accordance with the changing needs of the academy * This job description may be subject to change, following consultation between the post holder and the academy.   **SUPPORT FOR THE SCHOOL:**   * Be aware of and comply with school policies and procedures relating to child protection, health, safety and security, confidentiality, and data protection. Report all concerns to the appropriate person (as named in the policy concerned) * Contribute to the school ethos, aims and improvement plans * Participate in training and other learning activities, as required   **VALUING DIVERSITY:**   * To accept everyone has a right to their distinct identity. * To treat everyone with dignity and respect and to ensure that what all members of our school tell us is valued by reporting back to the school * To be responsible for promoting and participating in the achievement of the school valuing diversity ethos | | |
| **Date Job Description prepared/updated** | | February 2024 |
| **Job Description prepared by** | | HR |