

JOB DESCRIPTION - Teacher

Position	Teacher
Grade	MPS/UPS + SEN 1 Allowance
Contract	Full Time, Permanent
Responsible to	Headteacher
Responsible for	Deployment of support staff allocated

JOB PURPOSE

Promote effective learning, appropriate achievement and educational, social and personal progress of all pupils for whom the teacher is designated as being responsible, consistent with the aims of the school and the unique needs of each individual.

KEY RESPONSIBILITIES:

1. Develop and maintain an up-to-date knowledge and understanding of the areas of teaching and pupil support for which the post-holder is responsible.
2. Plan work to meet the learning needs of allocated pupils in a consistent and effective way
3. Use appropriate teaching and classroom management strategies to motivate pupils and enable each to progress
4. Monitor the progress of pupils for whom the post holder is responsible to set expectations and give constructive feedback
5. Ensure assessment and recording of pupil progress is updated in accordance with school guidelines
6. Participate fully in professional development activities to develop practice further, sharing the learning from these as appropriate
7. Make an active contribution to the policies and aspirations of the school
8. Fulfil all of the requirements and duties set out in the current Pay and Conditions Documents relating to the conditions of employment of teachers
9. Fulfil all of the responsibilities and duties required by the School's policies on teaching and learning
10. Achieve any performance criteria or targets arising from the School's Performance Management arrangements

This job description will be reviewed annually.

Person Specification – Teacher

Area	Essential	Desirable	Evidence
QTS	Yes		Application Form / Reference
Graduate Status		Yes	Application Form / Reference
SEN Qualification		Yes	
Substantial successful teaching experience	Yes		Application Form / Reference / Interview
Knowledge of current issues related to SEN		Yes	Application Form / Reference
Proficient in the use of ICT	Yes		Application Form / Reference/Interview
Professional Skills			
Able to promote good behaviour	Yes		Application Form / Reference/Interview
Ability to lead and motivate colleagues	Yes		Application Form / Reference/Interview
Effective interpersonal and communication skills	Yes		Application Form / Reference
Able to liaise with a range of agencies	Yes		Interview/References

Excellent classroom practitioner	Yes		Application Form / Reference / Interview
Skills in differentiating the curriculum	Yes		Application Form / Reference / interview
Personal Qualities			Application Form / Reference / Interview
Well organised	Yes		
Ability to form good relationships with staff, pupils and parents	Yes		Application Form / Reference / Interview
Ability to respond positively when working under pressure	Yes		Application Form / Reference / Interview
Good attendance record / calm, reliable and caring	Yes		Application Form / Reference / Interview
Enthusiastic, dynamic and adaptable	Yes		Application Form / Reference / Interview

Whilst this job outline provides a summary of the post, it is not a comprehensive list or description and the job will evolve to meet changing circumstances. Such changes would be commensurate with the grading and conditions of service of the post and would be subject to discussion and consultation. All staff are required to comply with the school's policies, procedures and ethos.

In relation to Data Protection, Information Security and Confidentiality, all staff are required to comply with the school's policies and supporting documentation in respect of these issues.

Equal Opportunities

Horizons Trust supports the principle of equality of opportunity in employment and has a clearly stated policy for Equalities.