



Teacher of English

JOB DESCRIPTION

At the heart of a successful school is the provision of high quality teaching, the effective use of resources, improving standards of achievement for all students, and the promotion of students' personal development and well-being. A subject teacher plays a key part in this provision by a commitment to the school's ethos, by working effectively in subject and pastoral teams, and by delivering high standards of teaching and learning and personal care. In this way, s/he assists the school in reaching its targets and objectives.

JOB PURPOSE

To teach pupils across the full age and ability range present in the school in order to ensure the highest possible standards of pupil achievement, personal development, and well-being.

REPORTING

The post holder will report to the specified Head of Department and Dean.

WORKING TIME AND CONDITIONS

These will be as specified in the latest School Teachers Pay and Conditions Document and the Teaching and Learning Responsibilities. These include a working time of 195 days per year full time. Disclosure level – see Appendix One.

The post holder will continue to meet, maintain, and build upon, as appropriate:

- the Teachers Standards as laid down by the Department for Education, relating to
 - a) Teaching
 - b) Personal and professional conduct
- the Induction Standards
- the Threshold Standards

(Please see www.tda.gov.uk)

ACCOUNTABILITIES

- To promote and be committed to the school's aims and objectives
- To maintain and contribute to the development of school policies

- To promote and be committed to securing high expectations for learning and the raising of achievement
- Within school and subject policies, to:
 - Effectively teach National and School Curricular
 - Set appropriate homework
 - Mark work, assess, record, track and report student progress, using available data
 - Provide a stimulating learning environment
 - Have due regard for maintaining health and safety and security in the areas s/he uses
 - Contribute to department and school enrichment programmes
 - Contribute to the Specialist College programme
- To be a member of a pastoral team and, if required, a form tutor carrying out the associated responsibilities
- To assist with the effective operation of subject and year teams by, individually and with others:
 - Developing schemes of work, resources, teaching and learning strategies
 - Contributing to team review, monitoring and evaluation, and the development of working practices
 - Participating in working groups, ad hoc projects
 - Taking part in other professional development activities
 - Being committed to the comprehensive ideal and to the principles and practice of equal opportunities

Other Specific Duties

- To undertake a break time duty as and when required.
- To undertake any other duty as specified by the Headteacher not mentioned in the above
- To comply with any reasonable request from a manager to undertake work of a similar level that is not specified in the job description

The job description is current at the date shown, but, in consultation with you may be changed by the Headteacher to meet changing regulations or circumstances. These would be commensurate with the grade and title of the post.

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. This post is subject to a satisfactory disclosure from the Disclosure and Baring Service (DBS)

CV's will not be accepted for any posts based in schools.



Appendix One

The Disclosure & Barring Service (DBS) previously CRB

Because of the nature of the job, it will be necessary for an Enhanced Criminal Record Disclosure to be undertaken. Therefore, it is essential in making your application you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences.

This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders 1974 (Exemptions) (Amendments) Order 1986. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act, and, in the event of the employment being taken up any failure to disclose such convictions will result in dismissal or disciplinary action by the school.

The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment

Disclosures are handled in accordance with CRB Code of Practice, which can be accessed from the Children and Learning Department, HR Division, or on www.disclosure.gov.uk



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Person Specification

We are seeking to appoint an outstanding person who can demonstrate that s/he has the necessary qualifications and training, experience, knowledge, skills, abilities and qualities outlined in this person specification. You are therefore asked to demonstrate in your supporting statement that you match the person specification.

Personal Qualities	Essential Relates well to students Listens effectively and is sensitive to the views of others Ability to articulate personal values in relation to education and subject Commitment to curriculum enrichment activities Commitment to equal opportunities
	Desirable Excellent interpersonal skills and with a sense of humour
Professional Attributes	Essential High expectations of learners and a commitment to ensuring they achieve their full potential Aware of professional duties Ability to work in a team Ability to reflect upon and improve practice
	Desirable Knowledge of the new national curriculum

<p>Professional Knowledge and understanding</p>	<p>Essential Good subject knowledge Understanding of effective teaching and learning strategies and the role of assessment in the learning process Keen to try out new ideas and practices Ability to develop students' literacy, numeracy and ICT skills</p>
<p>Professional Qualifications</p>	<p>Essential Newly Qualified Teacher Qualified Teacher status or equivalent</p> <hr/> <p>Desirable Recent participation in relevant in-service training and further professional study</p>

Lea Manor High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Criminal Records Bureau.

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