

The logo for Davison CE High School for Girls is a circular emblem. It features a central shield with a cross, surrounded by the Latin motto 'PROBATA ET LABORATA'. The text 'Davison' is prominently displayed at the top, 'CE High School for Girls' is in the middle, and '(Technology College)' is at the bottom.

Davison
CE High School for Girls
(Technology College)

Inspire - Serve - Achieve

JOB DESCRIPTION
Pre-Threshold Teacher

This post is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document, the 1998 School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation. This job description should be read in conjunction with the attached paper 'Clarification notes on the exercise of professional duties for all teachers, other than headteachers'.

This job description may be amended at any time following discussion between the headteacher and member of staff, and will be reviewed annually.

Job Purpose

To be an effective professional who demonstrates thorough curriculum knowledge, can teach and assess effectively, take responsibility for professional development and has pupils who achieve well.

Core Requirements of the Post

In fulfilling the requirements of the post, the teacher will demonstrate essential professional characteristics, and in particular will:

- inspire trust and confidence in pupils and colleagues
- build team commitment with colleagues and in the classroom
- engage and motivate pupils
- demonstrate analytical thinking
- improve the quality of pupils' learning
- contribute to the school improvement/development planning and promote the learning priorities of the school SDP
- contribute to the development and/or implementation of school policies
- use the performance management process to advance pupil learning and enhance professional practice in line with the school's aspirations and priorities
- promote the wider aspirations and values of the school

Areas of Responsibility and Key Tasks

a) Planning, Teaching and Class Management

Teach allocated pupils by planning their teaching to achieve progression of learning through:

- having secure knowledge and understanding of subject specific and National Curriculum requirements
- understanding and applying effective classroom management
- understanding and applying a range of teaching strategies
- positively targeting and supporting individual learning needs
- maintaining high levels of behaviour and discipline
- communicating and reviewing learning objectives
- effectively using homework and other extra curricular learning opportunities
- demonstrating appropriate consistent progress
 - for the majority of pupils
 - across all teaching areas
 - across all spectrums of background, ability and behaviour
 - that compares favourably with pupils in similar settings
- effectively managing other adults in the classroom

b) Monitoring, Assessment, Recording, Reporting

- mark and monitor pupils' class and homework providing constructive feedback
- make accurate assessments of pupils' level of achievement against attainment targets and performance levels of test/qualification
- use performance data to evaluate pupils' progress and set appropriate targets for improvement
- use assessment to inform planning and teaching
- report on progress to all stakeholders

c) Pastoral Duties

- be a form tutor to an assigned group of students
- promote the general progress and well-being of individual students and of the Form Tutor Group as a whole
- liaise with the Year Leader to ensure the implementation of the school's pastoral system
- register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life
- contribute to the preparation of Action Plans and progress files and other reports
- alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved
- communicate, as appropriate, with parents of students and persons or bodies outside the school concerned with the welfare of individual students, after consultation with appropriate staff
- contribute to PSHCE and citizenship and enterprise according to school policy

d) Own Professional Development

- undertake professional development to enhance teaching and pupils' learning, and
 - apply outcomes and identify impact
 - share outcomes with colleagues
- take responsibility for own professional learning
- set a good example to pupils in own personal presentation and conduct

e) Other Professional Requirements

- have a working knowledge of teachers' professional duties and legal liabilities
- operate at all times within the stated policies and practices of the school
- maintain an up to date knowledge of good practice in teaching techniques
- take account of wider curriculum developments
- incorporate national strategies in all teaching
- contribute positively and effectively to the Every Child Matters agenda
- establish good working relationships with colleagues

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.