

**Job Title:** Secondary Classroom Teacher

**Hours of work:** Full time, permanent

**Responsible to:** Head of Faculty / Subject Lead

**Liaising with:** Head of Faculty, Subject Lead, teaching staff, support staff, parents/carers, external agencies and relevant professionals where appropriate

### **Post Objective**

The Secondary Classroom Teacher is responsible for delivering high-quality teaching and learning within their specialist subject area, ensuring that all students are supported to achieve excellent progress and outcomes.

The role is suited to a professional who is committed to raising standards, maintaining high expectations, and contributing positively to the wider life of the school. The successful candidate will demonstrate adaptability, professionalism, and a commitment to continuous improvement in teaching and learning.

This description outlines the general scope of the role and is not intended to cover every responsibility associated with the position.

### **General Information**

- To contribute as an effective and collaborative member of the Faculty team
- To work closely with the Head of Faculty and colleagues to ensure that the school's targets for students and subjects are met
- To support the implementation of school improvement priorities
- To attend regular meetings as required and make a positive contribution during meetings
- To contribute to a positive professional culture where staff support, challenge and learn from one another
- To carry out any other duties reasonably required within the scope of the role

### **Core Responsibilities**

- To plan and deliver high-quality lessons that engage, challenge and inspire students
- To establish a safe, purposeful and inclusive learning environment that enables all students to succeed



- To set high expectations which inspire, motivate and challenge students
- To promote good progress and outcomes by students
- To demonstrate good subject and curriculum knowledge
- To plan and teach well-structured lessons
- To adapt teaching to respond to the strengths and needs of all students
- To make accurate and productive use of assessment
- To fulfil wider professional responsibilities in line with the Teachers' Standards
- To monitor, assess and report on student progress in line with school policy
- To maintain high expectations of behaviour, attendance and achievement
- To contribute to curriculum planning and development within the subject area
- To support whole-school priorities and initiatives
- To communicate effectively with parents/carers regarding student progress, achievement and behaviour
- To attend events such as Parents' Evenings, Open Evenings and Options Evenings as required

### **Teaching and Learning**

- To teach assigned classes effectively using a range of evidence-informed teaching strategies
- To prepare lessons and learning materials that support high levels of progress, literacy development and student engagement
- To develop students' confidence, resilience and independence as learners
- To encourage students to take a responsible and conscientious attitude towards their own work and study
- To use assessment information to inform planning and improve student outcomes
- To implement formative and summative assessment strategies in line with the school's Assessment Policy
- To provide timely, constructive and developmental feedback to students
- To maintain accurate records of student progress and attainment
- To contribute to intervention strategies that support student achievement and raise attainment
- To promote high standards of literacy, numeracy and communication appropriate to the subject area
- To utilise technology appropriately to enhance teaching, learning and assessment



### **Curriculum Responsibilities**

- To contribute to the planning and development of schemes of work and curriculum resources
- To deliver examination courses accurately and in line with current specifications where applicable
- To support the delivery of a broad, balanced and inclusive curriculum
- To contribute ideas and resources that enhance curriculum provision and student engagement
- To ensure curriculum delivery supports students of all abilities and backgrounds
- To support subject-specific enrichment opportunities and extracurricular activities where appropriate
- To contribute to curriculum review and development in response to national and school priorities

### **Assessment and Monitoring**

- To assess, record and report on the development, progress and attainment of students in accordance with school policy
- To participate in target-setting and progress-monitoring procedures
- To analyse student performance data and respond appropriately to improve outcomes
- To prepare students effectively for internal and external examinations
- To identify underachievement promptly and implement appropriate intervention strategies
- To maintain accurate assessment and attendance records

### **Behaviour and Pastoral Responsibilities**

- To implement the school's Behaviour Policy consistently and fairly
- To establish high standards of behaviour, attendance and punctuality
- To manage classes effectively using appropriate approaches to behaviour management
- To build positive relationships with students that support learning, wellbeing and personal development
- To act as a form tutor where required and undertake associated pastoral responsibilities
- To communicate concerns regarding student welfare, safeguarding or wellbeing promptly and appropriately
- To liaise with parents/carers regarding student progress and behaviour when required
- To contribute to the wider pastoral support of students
- To promote equality, diversity and inclusion in all aspects of school life



### **Safeguarding Responsibilities**

- To safeguard and promote the welfare of children and young people
- To maintain an up-to-date knowledge of statutory safeguarding guidance and school procedures
- To identify and report concerns in accordance with the school's safeguarding policies and procedures
- To maintain appropriate professional boundaries at all times
- To contribute to a culture of vigilance and safeguarding across the school

### **Professional Responsibilities**

- To maintain high standards of ethics, behaviour and professional conduct
- To act within the statutory frameworks which set out professional duties and responsibilities
- To engage positively with professional development opportunities and appraisal processes
- To reflect on and improve personal teaching practice through ongoing professional learning
- To contribute to departmental and whole-school development activities
- To work collaboratively with colleagues, support staff and external agencies where appropriate
- To deploy support staff effectively within the classroom
- To communicate and collaborate effectively with parents/carers regarding students' achievements and wellbeing
- To promote the ethos, values and policies of the school
- To uphold confidentiality and professional integrity at all times
- To demonstrate consistently high standards of personal and professional conduct in line with the Teachers' Standards

### **Communication and Community Engagement**

- To maintain effective communication with parents/carers and external stakeholders where appropriate
- To represent the school professionally within the wider community
- To contribute to activities that celebrate student achievement and promote the school positively



**Academy Development**

- To support the Academy's aims and values and carry out its policies
- To contribute to the implementation of the Academy Development Plan
- To participate in training, INSET and professional learning activities
- To support whole-school improvement and self-evaluation processes where appropriate

**Duties**

- To carry out duties in accordance with published schedules or reasonable requests within directed time
- To undertake any other reasonable duties assigned by the Principal or line manager
- Additional responsibilities may be allocated based on the strengths of the successful candidate and the needs of the Academy

**Safeguarding Statement**

The Academy is committed to safeguarding and promoting the welfare of children and young people. The successful candidate must fully meet all essential criteria in relation to working with children and young people.

The duties outlined in this job description are covered by the latest School Teachers' Pay and Conditions Document and align with the Teachers' Standards (DfE).

This job description may be modified by the Principal, with agreement, to reflect or anticipate changes in the role, commensurate with the salary and job title.

