



## HIGHDOWN SCHOOL AND SIXTH FORM CENTRE

### Main Scale Teacher

#### JOB DESCRIPTION

**Accountable to:** Curriculum Leader

**Job Purpose:** To achieve progression in students learning

#### **Planning:**

- Identify clear learning outcomes specifying how these will be taught and assessed
- Set tasks, including homelearning, that challenges all students
- Set clear individual student targets, building on prior attainment
- Make effective use of assessment information on students attainment
- Plan opportunities to contribute to students' personal, spiritual, moral, social and cultural development
- Ensure all student groups (including Pupil Premium, DSEN and PAH) are challenged and supported appropriately

#### **Teaching:**

- Establish a purposeful working atmosphere to ensure learning and good discipline
- Provide opportunities to improve students' basic skills in literacy, numeracy and communication
- Promote and celebrate student achievement including the use of rewards
- Promote and monitor punctuality and attendance and keep appropriate records

#### **Monitoring, Assessment, Recording and Reporting:**

- Assess and monitor class and home-learning, providing formative oral and written feedback, encouraging students to set their own targets (as per whole school Feedback Policy)
- Keep records of student progress and understanding to inform planning
- Use assessment information to prepare and present informative reports to parents
- Understand and know how to prepare students for assessment in internal and external examinations

**Other professional requirements:**

- Contribute to the wide range of extra-curricular activities offered at Highdown School & Sixth Form Centre
- Organise a stimulating and attractive learning environment including, the display of student work in the classroom
- Ensure regulations regarding Health & Safety are maintained
- Support and maintain all curriculum and whole school policies
- Show a commitment to equal opportunities and prepare students for life in a multi-cultural society
- Undertake the role of form tutor
- Undertake duties as shall be reasonably requested by the Curriculum Leader