



Post Title:	Teacher of English
Purpose:	<ul style="list-style-type: none"> ✓ To strengthen Sir William Ramsay's position as a diverse community school, where all students achieve ✓ To contribute to the improvement of student examination outcomes ✓ To contribute to the development of outstanding teaching across the school ✓ To share a vision, sense of purpose and pride in the school
Direct Reporting :	Head of Faculty / Department

CORE DUTIES:

Operational & Strategic Planning	<ul style="list-style-type: none"> ✓ To plan and prepare lessons which engage students and meet their learning needs ✓ To assess student progress and develop quality feedback which really helps to move students forward ✓ To work as a team member and contribute to the development of outstanding schemes of learning and teaching
Quality Assurance:	<ul style="list-style-type: none"> ✓ To contribute to the monitoring of teaching and learning and feedback systems ✓ To track the impact of interventions as part of the school's Quality Assurance cycle
Management Information:	<ul style="list-style-type: none"> ✓ To maintain accurate and up-to-date management information ✓ To make use of analysis and evaluate performance data provided
Communications & Service Orientation:	<ul style="list-style-type: none"> ✓ To communicate effectively and co-operate with persons or bodies outside the school and to actively promote the school's ethos when doing so ✓ To represent the school's views and interests ✓ To keep a written record of any issues that may arise with students, staff and parents.
Marketing and Liaison:	<ul style="list-style-type: none"> ✓ To contribute to the School liaison and marketing activities ✓ To develop effective links with partner schools, external agencies the community, primary and partners ✓ To actively promote the school and its corporate well being
Management of Resources:	<ul style="list-style-type: none"> ✓ To liaise with line manager in targeting interventions, including parent and carer meetings and student mentoring sessions
Pastoral Care & Welfare System:	<ul style="list-style-type: none"> ✓ To be a form tutor, liaising with the year team leaders to ensure the best possible opportunities for every student ✓ To monitor and support the overall well-being progress and development of students ✓ To contribute to the monitoring of student progress in relation to learning targets ensuring that interventionist strategies are implemented
Safeguarding	<ul style="list-style-type: none"> ✓ To be generally responsible for safeguarding and promoting the welfare of students ✓
Additional Duties:	<ul style="list-style-type: none"> ✓ To play a full part in the life of the school community in

	implementing its vision, mission and ethos and support staff and students to do likewise ✓ To actively participate in the appraisal system
OTHER CORE DUTIES::	
<ul style="list-style-type: none"> • To continue personal development as agreed • To comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job profile • To take the lead in courtesy to colleagues and parents and carers, in modelling the school ethos to visitors and callers <p>The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition</p> <p>This job profile is current at the date shown, but, in consultation with you, may be changed to reflect or anticipate changes in the job commensurate with the grade and job title.</p>	

Signed:

Date:

June 2016