**JOB DESCRIPTION**

Title of Post **Teacher Across the Curriculum**

Salary Grade Main Pay Scale / UPS (dependent on experience)

Purpose of the Post To assist in the delivery of the National Curriculum associated with the general school curriculum and the school’s aims.

Responsible to: Heads of Departments / Head of Year

Responsible for: Delivering effective Teaching & Learning

(Aspects of the following responsibilities may in fact be delegated to other members of staff. They do, however, remain the responsibility of the post holder).

**MAIN DUTIES AND RESPONSIBILITIES**

* Delivering effective teaching and learning across the curriculum.

● To follow school policies and procedures as laid down in the staff handbook by the Headteacher or school Deputies.

● To attend meetings on a regular cycle as agreed within the school calendar and to attend parents’ evenings and other occasions as the Headteacher may reasonably require within ‘directed time’.

● To take part and engage actively in the school’s Performance Management programme and its support, supervision, monitoring and review procedures, participating in arrangements for further training and professional development.

● To act as form tutor.

● To be a member of a duty team. To carry out supervision of students at break time, at the end of school and at the beginning of morning and afternoon starts.

● To uphold agreed standards of dress, behaviour and discipline around the school.

● To fulfil any other related teaching duties which the Headteacher may reasonably require

**Learning and Teaching**

* Deliver engaging, accessible lessons where all students in the classroom feel safe, settled and enjoy learning.
* Lesson preparation and resource development to meet student individual needs; students with specific and/or moderate learning difficulties and/or social, emotional and mental health difficulties and additional needs such as autism.
* Assisting with the development of appropriate curricular Schemes of Learning, marking policies and teaching strategies.
* Reporting to and informing students, parents/carers, governors, other educational institutions, employers and support agencies concerning student progress and development, by means of oral and written reports, interviews and specific profiles.
* Assist in the completion of the annual review of Educational Health Care Plan’s (EHCPs) process with parents/carers and all other agencies involved.
* Supporting the transition of students with SEN between key stages.
* To demonstrate outstanding teaching, learning and assessment.
* To plan and implement schemes of learning which are suitably constructed and scaffolded to cater for the full ability range. To provide effective lessons within an agreed departmental framework, where learning objectives are made explicit to students.
* To ensure that effective, high quality home learning activities are set regularly, in line with the Department and School Homework Policy.
* To support the development of effective practice for feedback, assessment, recording and reporting within an agreed department policy as part of a whole school approach.
* To deliver positive behaviour management strategies in your classroom, based on praise and reward and to promote learning in accordance with the school policy.
* To support the planning and implementation of specific curriculum initiatives and development as part of a team approach within an equal opportunities framework.
* To work in partnership with relevant departments within the school and outside agencies to support the needs of identified students to access the curriculum.
* To support the active use of ICT within the Department
* To maintain a teaching environment which offers a welcoming and supportive atmosphere to students, including displays of students work as laid down in the school policy.
* To take responsibility for teaching resources.
* To support the development of the Department’s contribution towards students’ personal and social development as part of a whole school approach.
* To promote and encourage students to take part in extra-curricular activity, within the general life of the school.
* To ensure that all aspects of your teaching have due regard to promote equal opportunities practice.
* To ensure that high standards of health and safety are maintained at all times within your teaching.

**School Ethos**

● To play a full and active part in the life of the school community, to support its distinctive mission and ethos and encourage and ensure staff and students follow this example.

● To engage and participate in, and to seek out, additional training and professional development opportunities.

● To comply with the school's health and safety policy and undertake risk assessments as appropriate.

● To work within the framework of the school ethos, adhering to the Code of Conduct for staff at all times.

● To maintain high standards of professional behaviour and presentation.

● To undertake other duties commensurate with the grade which may be required from time to time.

● To undertake any other duty as specified the Senior Leadership Team not mentioned in the above.

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

The School reserves the right to alter the content of this Job Description, after consultation, to reflect changes to the job or services provided, without altering the general character or level of responsibility.

These duties may be varied at the discretion of the Headteacher or Governing Body to address the changing needs of the school and the development of the role.

**EQUALITY AND DIVERSITY**

All employees are expected to understand and promote equality and diversity in the course of their work.

**SAFEGUARDING CHILDREN**

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 and uphold all relevant procedures.

March 2024