

## ABINGDON LEARNING TRUST

### Job Description

<b>Post:</b>	Teacher of English and Media
<b>Subject:</b>	English and Media
<b>Salary:</b>	MPS or UPS if post threshold
<b>Safeguarding:</b>	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.

**A teacher at John Mason School is responsible for carrying out the duties of a teacher as set out in the DfE Teachers Standards Document and as outlined in the DfE School Teachers' Pay and Conditions Document.**

**A teacher is also responsible for;**

#### Teaching and Learning

- To teach high quality and relevant **lessons** to be delivered in line with the schools Teaching and Learning policy. These lessons should be well planned, objective led and follow an agreed SoL.
- To suitably differentiate lessons to meet the needs of all students. This should include:
  - **Pupil Premium.**
  - Challenging provision for **G&T.**
  - Appropriate provision for **SEN** (liaising with whole school SENCO and TAs).
  - Appropriate provision for **EAL.**
  - Learning beyond the classroom through effective **homework** opportunities.
  - High levels of **literacy**, appropriate to the Key Stage.
  - Thoughtful and wide ranging promotion of **SMSC** opportunities.
- To contribute to the design of a **shared curriculum.**
- To contribute to the provision of **extra-curricular opportunities** for students across the Key Stages.
- To take part in **faculty meetings** according to the school calendar.

#### Managing, Assessment and Feedback

- To be accountable for **student outcomes** and **teaching and learning** within your individual classes.
- To carry out regular **assessment** opportunities at all Key Stages in line with the faculty assessment policy and to contribute to accurate **moderation** of assessment.
- To ensure the student progress is accurately **monitored** and **reported** on for individual class groups. This includes setting appropriate **targets.**
- To ensure effective **communication** with parents, including the **reporting** process and attendance at **Parents' Evenings.**
- To review individual **GCSE and A level performance.**

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- To provide regular **feedback** for all students in line with the departmental policy and ensure that **students act** on this feedback.
- To provide **formative assessment** opportunities for students.
- To ensure **Controlled Assessment** conditions are met in the classroom according to the school's policy and exam board regulations.
- To take part in **observations** in line with the school's policy.

### Continual Professional Development

- To be a positive **role model**.
- To take part in the **appraisal process**.
- To take part in **continual professional development** where appropriate.
- To attend **Continual Professional Development Sessions** according to the school calendar.
- To contribute to **teamwork** and **effective working relationships** within the faculty.

### Behaviour and Climate for Learning

- To be responsible for **student behaviour** in the classroom and ensuring the whole school policy on behaviour is followed. To involve the Learning Support and the 4Real Team where necessary.
- To provide a safe and positive learning environment for students to learn in the classroom through high quality **display** that is changed annually according to school policy and to ensure the learning environment is kept tidy.

### Promotion of School

- To make a **positive contribution** to the life of the school and exemplify the **school vision and values**.
- To promote, advocate and follow all **school policies**.

### Pastoral Responsibilities

- To carry out the responsibilities of a form tutor, if required.

### Safeguarding

Abingdon Learning Trust is committed to safeguarding and promoting the welfare of children. All staff must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

The points below are a requirement for the postholder of this position:

- A knowledge and keen awareness of Safeguarding matters and an ability to demonstrate personal values and beliefs in accordance with the Trust's Safeguarding Policy
- Display commitment to the protection and safeguarding of children and young people
- A strong appreciation of child protection issues and the capacity of acting in accordance with the Trust's Safeguarding policy

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- Reading, understanding and following all aspects of the Trust's Safeguarding policies and processes
  - Comply with safeguarding training expectations
- \* Your contract of employment is directly with The Abingdon Learning Trust (the Trust). Your main place of work will be John Mason School, but you may be deployed to work at any school within the Trust and carry out those duties that may be reasonably required in relation to such deployment. This will depend upon the role, timetabling and organisational needs of the schools in the Trust and your own individual professional development needs. Any change to your main place of work will be discussed and agreed with you, in advance.

Signed: (employee):

Signed: (on behalf of the Academy):

Date: