



Job Description for Senior Teacher

Job Title: Senior Teacher

Salary Arrangements: MPS or UPS + TLR Allowance

Responsible to: Executive Headteacher

Responsible for: The pupils in your charge, all pupils in school, Class Teachers, Teaching Assistants, and liaison with any agencies working both in and outside of school.

Important relationships: Executive Headteacher, pupils and parents, other members of the teaching and non-teaching staff, the Governing Body, and other professionals.

Job Summary

The Senior Teacher supports the Executive Headteacher in providing vision, leadership and direction for the school.

To support the Executive Headteacher in providing professional leadership which secures the school's success and ensures high quality teaching and learning.

Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document.

Meet the expectations set out in the Teachers' Standards.

To share responsibility for the wellbeing and pastoral care of all pupils.

To carry out any reasonable instructions given by the Executive Headteacher.

Main Duties and Responsibilities

1) Leadership and Management

1.1 To play a major role, under the direction of the Executive Headteacher, in formulating the aims and objectives of the school, establishing the policies through which they shall be achieved, managing staff and resources to achieve the aims and objectives of the school and monitor progress towards their achievement.

1.2 Undertake the professional duties and deputise for the Executive Headteacher when off site.

1.3 In partnership with the Executive Headteacher, provide professional leadership and management of teaching and learning throughout the school.

1.4 Support the Executive Headteacher in developing a coherent and accurate account of the school's performance to stakeholders.

1.5 Promote best practice in inclusion across the school.

1.6 Work as a member of the wider school team, planning co-operatively, sharing information, ideas and expertise.

2) Management of Learning, Teaching and Resources

- 2.1 Have clear intentions for children's learning and to use knowledge of school policy and National Curriculum requirements to plan differentiated work to meet the needs of individuals and groups promoting progression, continuity and quality of learning.
- 2.2 Use a variety of suitable teaching and learning styles and to communicate clear learning objectives and expectations.
- 2.3 Use relevant classroom management strategies to create a purposeful environment so teaching and learning can take place.
- 2.4 Organise and maintain a stimulating working environment appropriate for the range of activities taking place.
- 2.5 Ensure that resources are organised and readily available to promote learning.

3) Management of People and Pupils

- 3.1 Support behaviour considering the personal, social and emotional needs of pupils.
- 3.2 Establish and maintain a positive regard towards both pupils and staff.
- 3.3 Work as a member of a team, planning co-operatively, sharing information, ideas and expertise.
- 3.4 Consult and plan with any multi-agency colleagues, as appropriate.
- 3.5 Establish good relationships with parents and guardians to promote pupils' learning and development.

4) Teaching

- 4.1 Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work.
- 4.2 Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment.
- 4.3 Adapt teaching to respond to the strengths and needs of pupils.
- 4.4 Set high expectations which inspire, motivate and challenge pupils.
- 4.5 Promote good progress and outcomes by pupils.
- 4.6 Demonstrate good subject and curriculum knowledge.
- 4.6 Participate in arrangements for preparing pupils for external tests.

5) Whole-school responsibilities

5.1 To have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures and the school's safeguarding policies.

5.2 To follow all school policies, guidelines and procedures.

5.3 To contribute to the school improvement planning and school self-evaluation process as appropriate.

5.4 Offer the pupils an excellent model of good relationships, attitudes and behaviours.

5.5 Participate in the performance management process agreed in school, in line with national guidelines.

5.7 To play a full and active part in the life of the school.