



Hartismere School

Teacher of English with responsibility for KS5

Required September 2024

Salary - MPS - TLR Band 2 (currently £3,213-£7,847)

Specific responsibilities:

- To provide consistent high quality English teaching across the full age and ability range.
- To be responsible for the oversight of the KS5 curriculum in English literature and English language and literature, including supporting other teachers in their delivery of the subject.
- To manage assessment at KS5 and monitor the academic progress of students.
- To evaluate and adapt the KS5 curriculum depending on the needs of the students and the school and as a result of external factors.
- To plan and organise enrichment trips and events for A level students in English, media and film.
- To assist the head of department in maintaining standards within the department and managing student behaviour.

Responsibilities:

- To ensure high standards of achievement and progress amongst those pupils taught regularly in lessons
- To provide consistently high quality teaching in lessons for pupils in all key stages
- To provide high quality feedback to pupils on how to improve the standard of their work in accordance with school policies and the direction of the head of department or headteachers
- To set high quality and meaningful homework in accordance with school policies and under the direction of the head of department or school leadership team
- To maintain a high standard of educational classroom display material and contribute to departmental and whole school display activities
- To ensure and maintain good order in the classroom so that children are able to learn, free from disruption
- To liaise with learning support assistants in order to ensure the most effective adaptations for pupils
- To deliver and feedback on schemes of work and programmes of study as required by the head of department

- To write reports on pupil progress for parents and carers as well as other school leaders as required
- To cooperate fully with the school's arrangements for the safeguarding of children
- To act as a form tutor as required and in so doing to support high standards of behaviour throughout the school by the application of whole school expectations for form time and social time
- To attend and contribute positively to whole school, pastoral and subject meetings as required by the headteachers, head of year and head of department
- To demonstrate a consistent support for the enrichment of students' education through extra-curricular trips, clubs, exhibitions and other activities
- To provide active and positive support for school events including parent consultation evenings, celebration and awards events, open evenings and afternoons and other occasions as requested by the headteachers
- To engage enthusiastically with your own professional development as a teacher and subject specialist
- To provide a good role model in dress by avoiding 'dressing down' at work and by dressing in a business-like manner
- To provide a good role model for students by treating all nationalities, religious groups, those from wide ranging political persuasions, differing genders and sexualities and racial groups with respect, fairness and dignity
- To undertake any other tasks or responsibilities that may reasonably be assigned by the headteachers