

Job Description

Senior School Subject Teacher

This generic job description covers all subject teachers across the Senior School and has been linked to the British School Teacher's Standards document.

Effective Date: **2026-27 (Revised annually)**

Line Manager: **Deputy Head**

Supervisory Responsibility: **Class teachers are responsible for mentoring and supervising the work of teaching assistants on a day to day basis.**

Working Hours: **Core working hours are 7.15 am to 2.15 pm. There is an expectation to attend regular team/school meetings and facilitate termly Parent Meetings. Teachers have an ECA commitment of 20 hours across the year.**

Annual Leave: **You are required to work all 187 school days per year, incl. all 7 INSET days. Annual leave can only be taken during school holidays.**

Main Purpose of the Job

To foster and support effective teaching and learning, managing the use of resources and being a model of professional practice.

- To promote the ethos and the core values of the School.
- To support, further develop and embed High Performance Learning in all lessons.
- To raise standards of student attainment and achievement and to monitor and support student progress.
- To be accountable for student progress and development.

Duties and Responsibilities

As a subject teacher, you will be able to demonstrate the following:

Knowledge and Understanding

- Show a thorough and up-to-date knowledge of your subject(s)/specialism;
- Take account of wider curriculum developments which are relevant to your work;

Planning and Setting

- Demonstrate consistent and effective planning of lessons and sequences of lessons that stretch the students and to ensure that they perform highly
- Demonstrate consistent and effective use of information including all data and prior attainment to gain well-grounded expectations for students, set appropriate and demanding expectations for students' learning and motivation, with clear targets for students' learning, building on prior attainment.
- Identify students who have special educational needs, and know where to get help in order to give positive and targeted support.

Teaching and Learning

- Ensure effective teaching of whole classes, groups and individuals so that teaching objectives are met, momentum and challenge are maintained, and best use is made of teaching time.
- Use innovative teaching methods which keep students engaged, including stimulating students' intellectual curiosity, challenge students through high order questioning, clear presentation and good use of resources.
- Set high expectations for students' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships.
- Demonstrate consistent and effective use of a range of appropriate strategies for teaching and classroom management.
- Ensure that high quality lessons which suit the needs of all the students are consistently delivered.

Assessment and Evaluation

- Use the Senior School assessment calendar to plan for appropriate & timely assessment and retrieval opportunities. Use these tools and feedback opportunities to help inform and adapt future teaching.
- Demonstrate consistent and effective monitoring of students' class and homework providing clear and constructive oral and written feedback, setting targets for students' progress.
- Ensure students receive timely feedback which is clear and supports development and progress within the topic area. Feedback may take the form of verbal or written feedback as appropriate to the context of what has been assessed.
- Track and monitor individual students and make appropriate interventions to tackle underachievement of students' work.

Student Achievement

- Secure progress towards student targets.
- Demonstrate that, as a result of your teaching, your students develop a growth mind-set, achieve well in relation to the students' prior attainment, and make exceptional progress. This should be evident in marks or grades in any relevant public examinations, or school based assessment for students where examinations are not taken.

Pastoral Care

- Create and manage a caring, supportive, purposeful and stimulating environment which is conducive to students' learning.
- To be responsible for the supervision of the students at break and lunchtimes and carry out any other duties as agreed with the Head of School or Senior Deputy Head.

- To implement the senior school Behaviour and Anti-Bullying Policies at all times throughout the school.
- To be familiar with the School's Safeguarding and Child Protection Policy and to report concerns to the DSL.
- To ensure the behaviour management system is implemented so that effective learning can take place.
- To act as a Form Tutor and to carry out the duties associated with that role.

Relations with Parents and the Wider Community

- Prepare and present informative reports to parents, both verbally (at parents' meetings) and in writing (in line with school policy and practice).
- Communicate with parents in between formal meetings as required

Managing Own Performance

- Understand the need to take responsibility for your own professional development and to keep up to date with research and developments in teaching.
- Understand your professional responsibilities in relation to school policies and practices. Demonstrate responsibility for your professional development and use the outcomes to improve teaching and students' learning.
- Set a good example for our students in your presentation and your personal conduct.
- Evaluate your own teaching critically and use this to improve your effectiveness.
- To undertake appropriate CPD and training in connection with these responsibilities and personal career prospects.

Other Specific Duties

- To play a full part in the life of the school community.
- Establish effective working relationships with professional colleagues including, where applicable, associate staff.
- To understand the importance of inclusion, equality and diversity, both when working with students and with colleagues, and to promote equal opportunities for all
- To uphold and promote the values and the ethos of the School
- To implement and uphold the policies, procedures and codes of practice of the School, including data protection, health & safety
- To promote the welfare of children and adhere to, and comply with, the School's Child Protection Policy

Note

This job description reflects the present requirements of the post. As duties and responsibilities change and develop, the job description will be reviewed and be subject to amendment in consultation with the post holder.

BSS is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Appointments are subject to satisfactory references and DBS/Police Safeguarding clearance.

Signature of Post Holder: _____ Date: _____