JOB DESCRIPTION: MADRASAH TEACHER

Title: Madrasah Teacher

Accountability: The post-holder will be responsible to the School Manager

Location: 91 Waterloo Road, Romford, Essex, RM7 0AA

Hours: Tuesday - Thursday 4:45pm – 7:15pm, term time only

Purpose of the job:

Teaching children the Quran and Islamic studies providing high standards of care for children in a safe and secure environment.

Main Duties and Responsibilities:

SET HIGH EXPECTATIONS

- Inspire, motivate and challenge all pupils.
- Encourage a strong work ethic.
- Create a culture of ambition and success.

PROMOTE GOOD PROGRESS

- Understand how pupils learn and develop.
- Provide regular, constructive feedback.
- Help pupils reflect on and take responsibility for their progress.

DEMONSTRATE STRONG SUBJECT KNOWLEDGE

- Know your subject deeply and accurately.
- Stay up to date with curriculum changes and subject developments.
- Support pupils in making transit from each level.

PLAN AND TEACH WELL-STRUCTURED LESSONS

- Design engaging, purposeful lessons with clear learning goals.
- Use effective teaching strategies and manage time well.

ADAPT TEACHING FOR ALL LEARNERS

- Recognise and address different learning needs.
- Modify teaching styles to support all pupils, including those with SEND or EAL.

USE ASSESSMENT EFFECTIVELY

- Regularly assess understanding using formal and informal methods.
- Use results to inform planning and next steps.
- Give timely, meaningful feedback that helps pupils improve.

MANAGE BEHAVIOUR EFFECTIVELY

- Set high standards for behaviour.
- Establish clear routines and boundaries.
- Maintain a calm and safe learning environment.

FULFIL WIDER PROFESSIONAL RESPONSIBILITIES

- Take part in meetings, staff training, and school events.
- Communicate effectively with parents and carers.
- Contribute to the school's community, ethos, and improvement efforts.

Personal and Professional Conduct

This section reflects the core expectations of teachers' character and professionalism — essential to maintaining trust and delivering excellent education.

UPHOLD PUBLIC TRUST IN THE PROFESSION

- Be punctual, reliable, and consistently professional.
- Present yourself with maturity and responsibility — in appearance, communication, and conduct.
- Respect confidentiality and handle sensitive information appropriately.

MAINTAIN HIGH STANDARDS OF ETHICS AND BEHAVIOUR

- Treat pupils and colleagues with dignity and respect.
- Champion fairness, equality, and inclusion.
- Safeguard pupils at all times, putting their wellbeing first.

DEMONSTRATE COMMITMENT TO THE ROLE

Teaching is not limited to delivering lessons. You are also expected to:

- Arrive on time and be prepared each day.
- Plan lessons in advance and ensure all resources are ready.
- Mark and assess pupils' work thoughtfully and promptly.
- Attend meetings, briefings, training, and parent evenings.
- Follow school policies and legal responsibilities, especially around safeguarding and child protection.

PERSON SPECIFICATION – MADRASAH TEACHER

You will need to be someone who is passionate about all aspects of childcare and education, and able to bring new ideas to the role. You will need to have a caring and dynamic approach, as well as, an ability to lead and motivate a range of staff.

Qualification and other required	Essential	Desirable
Safeguarding Children Level 1 or equivalent	X	
Excellent communication skills	X	
Recent experience of working with children age 7-11		X
Good organisational skills	X	
First Aid qualification		X