



# **Teacher – Mainstream School**

## **Job Description**

**Kingfisher Learning Trust**  
**Teacher Job Description**

<b>Job Description:</b>		Teacher
<b>Responsible to:</b>		Co-Headteachers
<b>Line Manager:</b>		Co-Headteachers
<b>Salary:</b>		MPR 1-6
<b>Conditions of Employment:</b>		<p>The appointment is subject to enhanced DBS clearance, as well as references.</p> <p>Teachers must be willing to undertake a review of their responsibilities and alter them in accordance with the changing needs of the school. Normally the review will be held annually, at the Appraisal Meeting with the Appraiser, in time for the Trust Board Meeting at which salaries are considered. In exceptional circumstances, a review may take place at any other time.</p>
<b>Purpose of Post:</b>	<i>To:</i>	operate as part of the staff team which has a corporate responsibility and general duty for pupils' learning and achievements; safeguarding and well-being and development of the whole school.
	<i>By:</i>	<p>providing outstanding teaching and learning opportunities for pupils; leading and advising other staff within your classroom in improving children's attainment and achievement within the school community.</p> <p>This involves support for:</p> <ul style="list-style-type: none"> <li>▪ pupils, by having the highest of standards and expectations and enhancing their learning through a personalised programme of development and support, ensuring they are safe, happy and successful learners</li> <li>▪ teachers and support staff, through collaborative working and ongoing development of challenging learning opportunities within the school's diverse learning environments</li> <li>▪ the curriculum, by leading in the development of school's skills based curriculum, ensuring that all pupils have equal access to learning opportunities, using strategic leadership skills in contributing to subject development throughout the school</li> <li>▪ the school, by underpinning all practice with the Trust and school's values and vision, being aware of and complying with policies and procedures.</li> </ul>
<b>Teacher Responsibilities:</b>		

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All roles of the class teacher are set out in the current School Teachers' Pay & Conditions Document. To carry out the professional duties of a school teacher, taking responsibility for the education and welfare of pupils in accordance with the requirements of Conditions of Employment of School Teachers.

Specifically to:

- fully support all Directors in the discharge of their duties, by ensuring maximum efficiency in all aspects of delegated authority
- undertake all reasonable duties as required, at the discretion of the Director of Operations/Executive Principal
- lead by example as an outstanding practitioner
- be responsible for the continued development, monitoring and evaluation of a class group (contact time approximately 90% unless ECT)
- ensure every pupil's education is shaped by their different learning profile
- ensure every pupil is fully included in learning opportunities
- provide a motivating learning environment using high quality resources
- lead a class team, working with other agencies, in providing the School's Core Offer and supportive strategies for engaging pupils
- lead a subject (unless ECT)
- promote the Trust's vision and values, aspirations and ethos through the approaches in the Teaching and Learning Handbook
- ensure that pupils are ready for learning by having due regard to their holistic needs – emotional and physical
- be committed to the principles of empathic responses, including the Team Teach principles of de-escalation and Moving and Care, particularly in supporting pupils when in crisis
- have high expectations for learning through developing and maintaining Individual Provision Plans (IPPs), planning with class teams – particularly clear short-term plans with evaluations and next steps for learning
- use a range of effective strategies for assessment and feedback to ensure that each pupil's progress is targeted, monitored and analysed and next steps identified using qualitative and quantitative data to ensure impact on, and access to, all areas of learning
- ensure pupils have an active voice in their learning
- have shared responsibility for all pupil's Duty of Care and Safeguarding
- meet statutory requirements as outlined in each pupil's Education and Health Care Plan / Statement of Educational Needs through Personalised Planning Meetings and Reports to parents
- continually improve own practice/knowledge (reflective practitioner) through participating in coaching and Continuing Professional Development opportunities; participate in projects to review and develop strategies to meet all the needs of the children
- maintain positive links with families regarding learning progress, including attending and participating in open/parent evenings
- attend meetings / training as appropriate
- lead and contribute to assemblies in line with the school's guidelines.

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**Subject Leader Responsibilities (unless ECT):**

To work as an effective strategic leader throughout the school, leading and embedding the development of good practice in a variety of ways.

To:

- be accountable to Board of Trustees, through the Strategic Leadership Team, and in co-operation with colleagues, for the impact on learning of the delivery of a subject throughout the school
- review, monitor and evaluate current practice and impact on learning and provide feedback and direction to SLT
- review long term and medium term planning and lead on its further development to ensure coverage, continuity, progression and inclusion in a range of learning experiences across the school
- identify ways of measuring progress and attainment of the subject across the school
- lead the professional development of all staff by being an outstanding practitioner in the identified subject
- contribute to staff development and training needs including identifying, planning and leading in-service training sessions for colleagues as appropriate
- update professional knowledge, particularly in relation to Statutory Guidance, and skill development as appropriate
- identify additional specialist resources to extend learning opportunities for all children in the subject
- lead, review and develop the subject's policies, procedures, guidelines and strategies in line with the aims, ethos and core values of the school
- be accountable to the Board of Trustees by contributing to self-evaluation procedure, reporting and feeding back in meetings to share the impact of teaching and learning in the particular subject
- be responsible for the production of a detailed annual strategic plan for the subject, in line with agreed whole school priorities, setting 'SMART' costed, targets for raising pupil achievement
- use available data, as appropriate, to assess the impact of engagement in learning and pupil outcomes
- be responsible for the budget allocated to the subject and prioritise resource needs as indicated in the School Strategic Plan, monitoring progress against the targets and ensuring appropriate action plans are in place where issues are identified, keeping SLT updated.

Name: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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Person Specification		
Criteria or Requirements	Method of Assessment	
	Essential / Desirable	Application Interview
<b>1. Qualifications</b> <ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• Evidence of a commitment to continuous professional development</li> </ul>	E E	A A
<b>2. Experience</b> <ul style="list-style-type: none"> <li>• Evidence of successful experience of teaching children with a range of learning needs (in mainstream or special setting)</li> <li>• Evidence of developing and maintaining excellent relationships with key stakeholders, including parents, Governors, staff and the community</li> <li>• Experience of successful curriculum management in planning and implementing change with improved outcomes for pupils</li> </ul>	E E D	A/I/R A/I/R A/I/R
<b>3. Knowledge, Skills &amp; Abilities</b> <ul style="list-style-type: none"> <li>• An outstanding professional in teaching and learning</li> <li>• Passionate about raising standards and achievements for all</li> <li>• Confident in using interpersonal skills in collaborating with a highly professional and motivated staff team</li> <li>• Ability to reflect on and further develop own professional practice through coaching</li> <li>• An awareness and understanding of key issues facing the education sector at both a national and a local level</li> <li>• Ability to follow Safeguarding practices across school</li> <li>• An understanding of children’s and parents’ statutory entitlements; ensuring a personalised approach</li> <li>• Ability to lead and contribute to Subject Team development to ensure optimum learning opportunities for all pupils</li> <li>• Ability to contribute to the development of the school’s strategic vision</li> <li>• Collaborative; able to develop trust, confidence and positive partnerships within and beyond school</li> <li>• Adaptable and flexible, reliable and able to meet deadlines</li> <li>• Well-developed interpersonal and communication skills</li> <li>• Creative and confident professional, adapting practice for a range of learning needs</li> <li>• Ability to act as an ambassador for the school and contribute to school to school support, travelling and working at other locations/schools as may be required including those across the Trust.</li> </ul>	E E E E D E E D E E E E E E	A/I/R A/I/R A/I/R A/I/R A/I A/I/R I/R A/I/R A/I/R I/R A/R A/I/R A/I/R I/R

*This person specification lists the requirements that are necessary to do this job and how these will be assessed. In your application, you should state clearly, giving examples wherever possible, how you meet the requirements which are being assessed by this method, as the panel will reach a decision on whether to short-list you or not based on the information you provide.*