

**Empowering futures:  
for a better tomorrow**



Every class you lead is a chance to change a story.

## Join us as a Cover Teacher at Newton Abbot College.

As an integral part of our team, you're not just covering, you're creating possibilities. You'll inspire young minds, keep learning alive, and bring energy to every classroom. If you're adaptable, passionate about education, and ready to make an impact, we'd love to hear from you.

0.6FTE/19.5 hours per week

Scale 5 or MPS1 (if a qualified teacher)

Working hours 08:15-15:15 (Tuesdays, Wednesdays & Thursdays)

Permanent role



**Newton  
Abbot  
College**

Proud to be part of



**Education  
Trust**



## Welcome

Everything we do across our family of 8 schools in our Trust is focussed on our mission to deliver a high-quality and inclusive education for our pupils.

At [Newton Abbot College](#), we believe in setting high standards. This conviction drives our commitment to supporting all students to ensure that they achieve more than they thought was possible. You will work alongside friendly, caring and diligent colleagues who approach their work with care and compassion.

Join us and be part of a school—where your contribution matters and makes a real difference.

Please take some time to learn a bit more about our school and our Trust, and what makes us, us, our values. We feel it is an exciting time to join us. We hope to meet you soon.

## The role: Cover Teacher

Are you looking for a school where your passion for education is truly valued?

As we raise the bar for all our students, your support will engage curiosity, build confidence, and help every student achieve their potential. This is a role where you really can shape futures.

We're looking for a flexible, inspiring Cover Teacher to join our vibrant college community — someone who thrives on variety and is committed to delivering exceptional learning experiences.

This is a part-time, permanent role paid at Scale 5 or Main Pay Scale 1 (if a qualified teacher), ideal for someone who wants to focus on high-quality classroom practice without the demands of a full teaching timetable.

### About the role

Be a core part of our teaching and learning team, ensuring continuity and consistency when staff are absent. Enjoy the variety and flexibility of working across subjects and year groups and contribute to the wider life of the college, supporting enrichment, pastoral care, and student wellbeing

## What makes us special

Our staff team believe passionately in the power of education to transform lives. We are committed to providing the best possible educational experience that we can; an experience that supports, challenges and inspires our students to achieve their potential and develop into well rounded, kind, resilient and responsible young people, who have a deep love of learning and a curiosity about the world in which they live.

## We're looking for someone who:

- Shares our values and vision for inclusive education
- Has high expectations for all students and is passionate about helping them achieve their best
- Is confident in delivering engaging lessons up to A level
- Is committed to empowering all learners to achieve their potential
- Is open to feedback, and committed to developing their own practice
- Values teamwork and is eager to contribute to the wider life of the school community
- Is reflective, open to feedback, and committed to developing their own practice
- Would love to join a dedicated staff team who are committed to improving the quality of education across our school
- Enjoys being around children and is committed to safeguarding
- Brings a positive attitude and a genuine love of school life.

## In this role you will:

- Deliver engaging and purposeful lessons across different areas of the curriculum
- Motivate and inspire students of all abilities
- Work closely with colleagues to ensure that there is minimum impact on students of staff absence
- Contribute to creating a positive learning environment where all students feel valued
- Take part in wider school life, including enrichment activities and extra-curricular opportunities
- Play an active role in supporting the school's commitment to raising achievement for all.

## We offer:

- A role where your work really matters and we listen to your voice
- The opportunity to work in an established team who are invested in growing the potential of others and who are committed to continuous improvement
- 121 coaching
- Ongoing professional development



## How to apply

If you'd love to make a difference to our students – we'd love to hear from you.

Please do take the opportunity to learn more about the role by viewing the detailed job description included on the following pages. To apply please complete our application form and take the opportunity to share with us how your skills and experience meet the person specification in the job description. To learn more about the school please visit our website by clicking [here](#).

Alternatively, if you would like to discuss the role further or arrange for a tour of the school please contact Zahra Bhiwandiwalla, via email [zbhiwandiwalla@nacollege.devon.sch.uk](mailto:zbhiwandiwalla@nacollege.devon.sch.uk)

The closing date for applications is **Monday 2<sup>nd</sup> February @ 9.00am**. If you have any questions about this opportunity, please contact us via my new term or at [recruitment@ivyeducationtrust.co.uk](mailto:recruitment@ivyeducationtrust.co.uk)

Interviews will be held onsite w/c 2<sup>nd</sup> February.

We're totally committed to the safeguarding and welfare of all our pupils, and we expect you to be too. We follow safer recruitment statutory guidance (Keeping Children Safe in Education). If you're successful, you'll be required to complete thorough pre-employment checks, including an Enhanced DBS check and references that are satisfactory to our Trust. All posts in our Trust are exempt from the Rehabilitation of Offenders Act (ROA) 1974.



## Job description

Post title:	Cover Teacher
School:	Newton Abbot College
Working hours:	Part-time 0.6FTE/19.5 hours per week (08:15-15:15 Tuesdays, Wednesdays & Thursdays)
Salary grade:	Scale 5 or MPS1 (if a qualified teacher)
Contract type:	Permanent
Responsible to:	Headteacher

### Key purpose of job:

To provide continuity of learning through the administration of cover and the supervision of whole classes during the absence of teachers. To provide wider support within specified areas to ensure continuity of student learning and progression.

### Specific duties and responsibilities:

#### Core Duties

- To supervise the learning of whole classes where the activities have been planned by teachers.
- To supervise tutor periods, where necessary.
- To provide key staff with relevant information about student performance during supervised sessions in order to ensure they are informed of the students' progress.
- To take part in appropriate meetings and training as identified by Newton Abbot College.
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- To support the corporate life of Newton Abbot College and project a positive image of the College.
- To be committed and sensitive in ensuring the equality of opportunity of students
- To alert appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
- To use a range of appropriate strategies and follow College policies for teaching, tutoring, behaviour management and classroom management.
- To provide cover in Isolation, as required.
- To follow agreed policies for communications in the College.



When not required to supervise whole classes or tutor groups the Cover Teacher will be expected to assist in supporting student learning in a variety of specified areas, in accordance with college requirements. This may include:

- Assisting in classrooms in a SEND capacity
- Assisting key staff in the planning, monitoring and delivery of interventions targeted within the Pupil Premium and catch up programmes
- Provision of cover in the Protected Learning Room
- Exam invigilation.

### Support team

- To support the achievement of the college's objectives by working proactively with colleagues on projects or activities outside direct area of responsibility as required.

### College ethos and culture:

- To conduct oneself in a manner befitting a supply teacher at all times, ensuring behaviours that display positivity to others.
- To make maximum use of opportunities to generate a culture of celebration and praise amongst the staff and students of the College.

### Other duties

- Place the safeguarding of all children in the school as the highest priority.
- Be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children and to report any concerns in accordance with the school's safeguarding policies. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS with barred list check.
- Make maximum use of opportunities to generate a culture of celebration and praise amongst the staff and pupils at our school.
- Maintain an understanding of and work within Trust and School policies, procedures and statutory regulations, including in respect of health and safety, equality and inclusion, GDPR and data protection, safe use of IT, safeguarding children and safer working practices.
- Conduct oneself in a manner befitting a member of staff working in education at all times, demonstrating the behaviours and standards of our code of conduct.
- Carry out any other reasonable duties and responsibilities within the overall function, commensurate with the grading and level of responsibilities of the post.



## Person specification

The Core Professional Standards for teachers define our expectations in detail.

We are particularly looking for the following qualities and experience:

Assessment criteria - evaluated from application form (A) and / or interview (I)		Essential	Desirable
<b>Qualifications:</b>			
Grade 5-9 at GCSE Maths and English or equivalent (A)		✓	
Honours Degree (2:2) (A)			✓
Teaching qualification (A)			✓
Qualified teacher status (A)			✓
<b>Experience:</b>			
A proven track record of working with young people (A,I)		✓	
Working with secondary school students across KS3 and KS4 (A/I)			✓
Working with secondary school students across KS5 (A/I)			✓
Working knowledge of processes, procedures and systems within an educational environment, including Arbor (I).			✓
<b>Knowledge:</b>			
Knowledge and understanding of the importance of safeguarding children (I)		✓	
Working knowledge of Microsoft Office packages including, Outlook, Word, Excel and PowerPoint (A/I)		✓	
<b>Skills:</b>			
Openness to innovation and improving own practice, ability to act on feedback and be open to coaching (A,I)		✓	
Ability to motivate and enthuse students (I)		✓	
Ability to relate well to students, staff and parents (I)		✓	



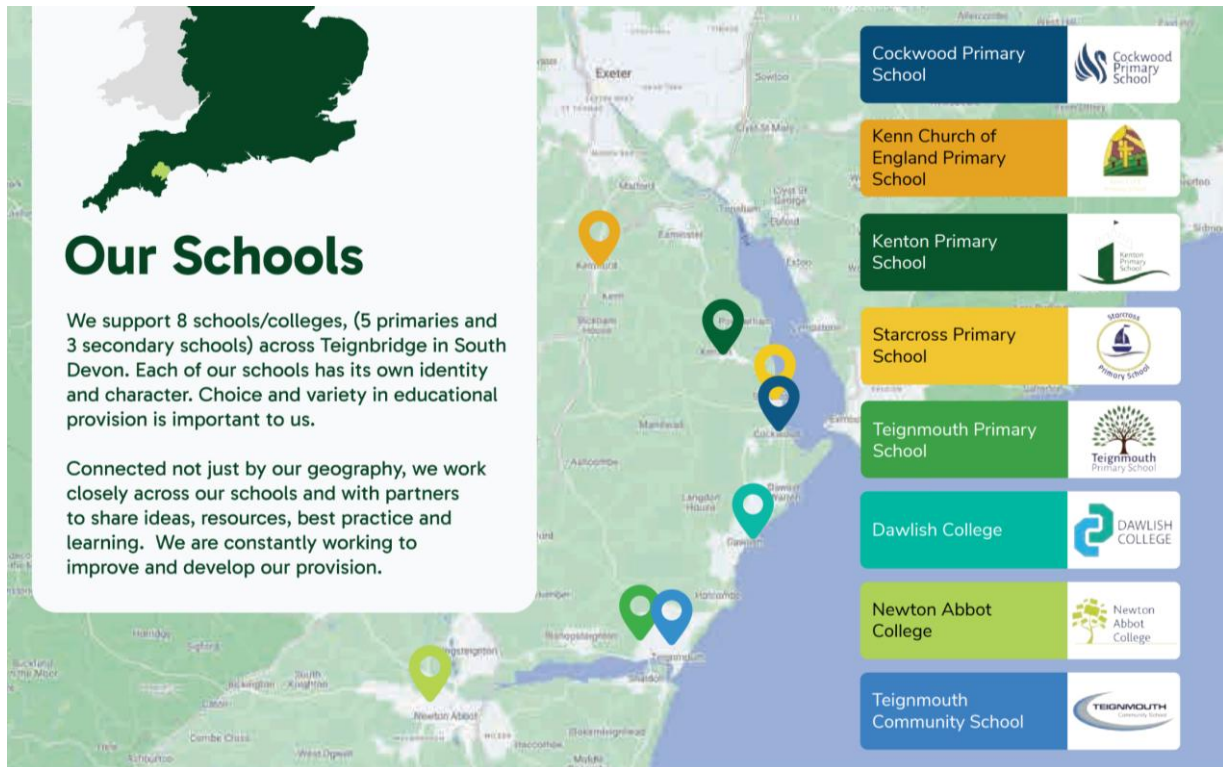
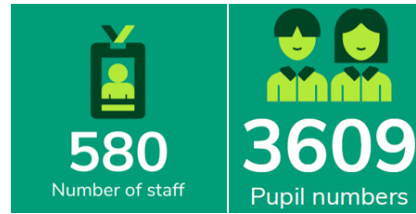


Assessment criteria - evaluated from application form (A) and / or interview (I)		Essential	Desirable
Ability to manage the learning environment and student behaviour in a manner which is conducive to productive learning for all students (I)		✓	
The ability to remain calm and diffuse situations (A,I)		✓	
Ability to impart knowledge and develop understanding through effective use of lesson time (I)		✓	
The ability to assess and review young people and family circumstances and plan appropriate responses, drawing on in-college and external advice and expertise where necessary (A,I)		✓	
Ability to effectively use ICT to support students (A)		✓	
Demonstrate high standards of personal and professional conduct (A/I)		✓	
Understanding of safeguarding issues and promoting the welfare of children and young people		✓	
Flexible and adaptable with the ability to work calmly and professionally under pressure (I)		✓	
Excellent planning, organisation and communication skills (A,I)		✓	
Ability to form and maintain appropriate professional relationships and personal boundaries with pupils (I)		✓	
Ability to organise and prioritise work effectively and to deadlines (A/I)		✓	
Ability to work as part of a team and on own initiative to meet own and shared objectives (I)		✓	
Ability to self-evaluate learning needs and actively see learning opportunities (A,I)		✓	
Commitment to school improvement and raising outcomes for all pupils (belief in every student) (A/I)		✓	
A commitment to and evidence of promoting equity, diversity and equal opportunities within a school, curriculum and in employment practice (A/I)		✓	
Demonstrates an understanding of the importance of maintaining a healthy work-life balance. (I)		✓	
Willing to contribute to a positive staff culture that values mutual support, flexibility, and wellbeing (I).		✓	





## Our Trust



Our vision and mission define our purpose.

**Our vision:** 'Empowering futures; for a better tomorrow'

Our vision describes what we would like to accomplish. It is future focussed, setting our long-term goal for both pupils and ourselves. We believe that through our work we can change lives. This inspires and motivates us to be better every day.

**Our why:**

Our mission describes why Ivy exists: 'To deliver an ambitious, high-quality, inclusive education'.

**Our how:**

Our values are what make us, us. Whilst our schools have their own unique identities, our values are what we have in common, they guide us in how we approach our work and empower us to be successful.



## Being Ivy. Our values:



Being Ivy. Through our behaviours we bring our values to life every day:

### Courage

- Be bold
- Take changes
- Seize opportunities
- Take ownership

### Compassion

- Listen to learn
- Be kind to self
- Be kind to others
- Take care of the world around you

### Collaboration

- Stronger together
- Support others
- Many schools; one Trust
- #TeamIvy

### Commitment

- Work hard
- Give it everything
- Be consistent
- Be accountable

If our values resonate with you, we would love to hear from you.

*At Ivy Education Trust we are committed to safeguarding and promoting the welfare of children and young people and we expect all our staff and volunteers to share this commitment. All employees are expected to undergo an Enhanced Disclosure and Barring check and pre-employment checks.*

*Please note – our Trust operates a Smoke-Free Policy, and all staff and workers are prohibited from smoking in any of the Trust buildings, Trust sites including enclosed spaces within the curtilage of buildings, and Trust vehicles.*

