

Secondary Cover Teacher

Job Description

Hours:	Variable
Grade:	M1 – M6
Responsible to:	Headteachers
Location:	Teachers may be required to work at any SEEAT secondary school

The Role

To provide high-quality teaching across SEEAT secondary schools on a casual basis, ensuring continuity of learning and excellent classroom practice whenever cover is required. You will work across our three secondary schools, according to need, quickly familiarising yourself with school policies, routines and systems.

You will carry out the duties of the 'regular' teacher – we want you to feel a part of our school communities wherever you might be working throughout the week.

Key Responsibilities:

- Model excellent teaching practice
- Deliver engaging and effective lessons using school planning and resources.
- Adapt teaching to meet the needs of all pupils, including those with SEND, EAL, and disadvantaged pupils.
- Assess learning during lessons and provide feedback in line with school policy.
- To maintain appropriate records and to provide relevant accurate and up-to-date information e.g. registers, data systems
- Maintain high expectations for behaviour and achievement, implementing and maintaining the behaviour policy of the school
- Ensure safeguarding procedures are always followed.
- Communicate effectively with school leaders regarding learning and pupil progress.
- Share expertise and contribute to Trust-wide improvement.
- Build positive relationships with pupils.
- Promote wellbeing, inclusion, and a positive learning environment.
- Support students to feel secure and successful in lessons.
- To actively promote school and Trust's values
- To be courteous and provide a welcoming environment.
- To take part in SEEAT's staff development programme by participating in training and professional development
- To be aware of, and comply with, SEEAT and school policies and procedures relating to child protection, health, safety and security, confidentiality, and data protection, reporting all concerns to an appropriate person.

The above duties are not exhaustive, and the post-holder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by their line manager, Chief Executive Officer, or Trust Board.

Person Specification

Qualifications and Experience	Educated to degree level or equivalent Qualified Teacher Status (QTS) Recent teaching experience in a secondary school Evidence of strong pupil outcomes Experience in adapting teaching to diverse needs Ability to teach confidently outside your specialist subject when provided with appropriate planning and resources
Knowledge and Skills	Strong classroom management skills Ability to establish rapport quickly Excellent communication and organisational skills
Personal Qualities	Flexible and adaptable. Calm and confident. Positive and proactive. Resilient and reliable. Committed to excellence and inclusion. Willing to travel across SEEAT secondary schools