



<b>Role</b>	Teacher
<b>Responsible To</b>	Assistant Principal – Curriculum and Education

### **Purpose of the Job:**

Every member of staff plays a significant part in the learners' ability to achieve their full potential and positive outcomes. To do this we need to work collaboratively with multi-agencies and always as a team, which is essential to the learners' success and achievement.

The qualified teacher will:

- Ensure close co-ordination takes place with the Exams Officer, agreeing access arrangements as required, etc.
- Be expected to fulfil the responsibilities of a teacher, as determined by the teachers' standards.

### **Strategic Direction**

- Develop schemes of work for your subject and accreditation which meet the needs of all learners.
- Develop and implement policies for your subject in line with our school's commitment to high-quality teaching and learning.
- Promote the subject, its importance, and the value that it brings across the school.
- Have a good understanding of how well the subject is being delivered and the impact it has on learner achievement.
- Use this understanding to feed into the school development plan and produce an action plan for the subject.
- Promote learners' spiritual, moral, social, cultural, physical, and mental development alongside British values in the teaching of the subject.
- Consult learners, parents, and staff about the subject and its effectiveness, and assess the feedback against the school's values, visions and aims.
- Work with the SENDCo to ensure the curriculum matches the needs of different learners, such as disadvantaged learners and those with special educational needs and/or disabilities.
- Promote careers education through the subject and ensure that teaching and learning illustrates how the subject might lead to career opportunities.
- Use additional support staff in the subject area to ensure there is a framework for deployments and that teaching assistants are deployed effectively.

### **Leading the Curriculum**

- Develop and review regularly the vision, aims and purpose for your subject.
- Oversee the planning of the curriculum content, ensuring it is well sequenced to promote learner progress.
- Ensure the planned curriculum is effectively and consistently implemented in all classes.
- Make sure there is an effective system of assessment that oversees the progress of learners to ensure the curriculum has a positive impact on learners' learning.
- Have an overarching responsibility for learners' achievement and standards in the subject area.
- Design and oversee impactful interventions.

### **Leading and Supporting Staff**

- Keep staff informed on any developments or changes within your subject.
- Provide support to staff regarding teaching and learning, resources, and planning in the subject area.
- Liaise effectively with examination boards to ensure that teaching assistants understand and are familiar with the syllabuses that are being delivered.
- Support teaching assistants to make accurate assessments, manage internal and external moderation, and complete internal moderation exercises.

### **Efficient and Effective Deployment of Resources**

- Create a safe, welcoming environment and take care of the classroom accommodation, ensuring classroom displays are stimulating, of high quality, and inspire curiosity in learners.
- Audit, check, and manage resources to ensure they are up to date and match learner and curriculum needs.
- Manage the subject budget effectively to ensure it is spent on resources that add value and enhance the learning experience.
- Prepare appropriate resources for remote learning to ensure the curriculum can be delivered to learners learning from home for whatever reason.

### **Health and Safety**

- To always work safely and hygienically within health and safety guidelines and policies.
- To report any health or safety concerns to the appropriate person.
- To ensure the school is always kept clean and tidy.
- To undertake food hygiene training, and adhere to all food hygiene legislation.
- To dress in accordance with the standards of appearance/dress code.
- To be aware of the daily first aider rota.
- To ensure all risk assessment are followed.

### **Partnership Working**

- To develop and sustain positive working relationships.
- To Implement/monitor and contribute to joint initiatives as required.
- To celebrate and share success with learners, colleagues, and parents.

### **Equity, Diversity, and Inclusion**

- To ensure equality in the workplace regardless of race, age, disability, gender, sexual orientation or religious belief as per the Equity, Diversity, and Inclusion Policy.
- To support all people to express their individuality and uniqueness in all areas of life.

### **General**

- To act as an ambassador for the company, representing the school positively at all times at events and meetings.
- To undertake ongoing continued professional development.
- To uphold the values and ethos of the school.
- To undertake such duties and responsibilities reasonably consistent with the role as may be required from time to time by management.
- Follow all policies and procedures, paying particular attention to safeguarding, confidentiality, and health and safety.
- To attend all staff meetings as directed.
- To attend regular supervision sessions.
- To attend team meetings, as required.
- To undertake any relevant training as identified including individual and group training, inset days and twilight sessions, as directed.

**Qualifications and Experience Required for this Role: See Person Specification.**

## PERSON SPECIFICATION

Requirement	Essential	Desirable	Testing Method
1. Qualifications	QTS or PGCE  Degree in subject area	NPQ	Certificate Application form
2. Experience	Successful experience of teaching in a school environment	Working in a SEND/SEMH school	Application form Interview
3. Knowledge and skills	Excellent knowledge of safeguarding and child protection  Excellent understanding of subject area  Understanding of examination requirement  Good IT skills  Ability to meet learners' individual needs  Good standards of written and verbal English  Organised pro-active	Understanding of SEND and experience of working with learners in a SEND environment.  Awareness of local and national organisations that can provide support with delivering the subject.	Application form Interview questions
4. Competence	Professional  Ability to follow procedures/policies  Ability to work as part of a team and independently		Interview questions
5. Personal Qualities	Learner focused team player  Can work under pressure and prioritise effectively  Emotionally robust Resilient  Sound communicator Driven  Innovative  Flexible  Sense of humour		Interview questions
6. Other		Full driving license and access to own vehicle	Document verification

**Note:**

This job description and person specification sets out the duties of the position at the time when it was collated. Such duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify reconsideration of the salary for the post.

This job description may be amended at any time in consultation with the postholder.