

Job Description

Job Title:	Classroom Teacher – PPA Cover
Responsible to:	Head Teacher
Responsible for:	Educating Pupils
Job Purpose:	<p>The teacher will:</p> <ul style="list-style-type: none"> • Fulfil the professional responsibilities of a teacher, as set out in the School Teachers’ Pay and Conditions Document • Meet the expectations set out in the Teachers’ Standards.
Salary:	Main Scale 1-6 £32,916 - £45,352
Hours:	0.4 Contract (days and hours tbc)

Main duties and responsibilities

Teaching

- Plan and teach well-structured lessons to assigned classes, following the school’s plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests
- Monitor learning and teaching and report on standards to the head teacher.

Whole-school organisation, strategy and development

- Monitor the delivery of the subject curriculum and provide appropriate support for staff when necessary. To support and advise new staff and ECTs.
- Display children’s work in school and develop high quality, exciting and interactive displays that motivate children to respond and engage in their learning.
- Identify ICT resources to develop cross curricular links
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach
- Explore and initiate opportunities to promote, enrich and extend the subject experiences of pupils in school by organising visitors, arranging visits to other venues and finding ways to further subject in school.
- Have responsibility for the organisation and audit of subject resources and in consultation with staff advise the head teacher of the resource needs for requisition purposes

Health, safety and discipline

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Professional development

- Take part in the school’s appraisal procedures
- Take part in further training and development in order to improve own teaching

➤ Where appropriate, take part in the appraisal and professional development of others

Communication

➤ Communicate effectively with pupils, parents and carers

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Other

- To maintain personal and professional development to meet the changing demands of the post, participating in appropriate training activities.
- To support at all times the Catholic ethos of the school/Multi Academy Company by promoting the agreed vision and aims and setting an example of personal integrity and professionalism.
- To safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.
- Other duties as may be determined from time to time within the general scope of the post. Duties and responsibilities outside of the post will only be required with the agreement of the post holder.

The MAC reserves the right to require you to work at such other place or places as it may reasonably require from time to time subject to the provision of reasonable notice.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

The Our Lady of the Magnificat Multi Academy Company is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be subject to all pre-employment checks necessary to meet safer recruitment requirements, including a satisfactory enhanced DBS check.