

**Position: - Secondary Class Teacher**

<b>Job Title:</b>	Secondary Class Teacher
<b>Hours:</b>	Full/Part Time
<b>Contract Type:</b>	Permanent
<b>Salary:</b>	Up to £48,000 depending on experience and qualifications.
<b>Responsible to:</b>	Headteacher/Senior Leadership Team

**Job Description:**

We are looking to engage a Secondary Class Teacher to carry out the professional duties of a teacher as circumstances may require and in accordance with the School's/Academy's policies and ethos under the direction of the Headteacher/Principal.

**General Main Duties and Responsibilities:**

**Key Function:**

- Take responsibility for the progress and learning of children determined on an annual basis by the Principal and in accordance with the duties of the School/Academy.
- To carry out the professional duties covered by the latest School Teachers' Pay and Conditions document. The post-holder will be expected to undertake duties in line with the professional standards for qualified teachers
- Teach pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs.
- Maintain the positive ethos and core values of the Trust, both within the School/Academy and the wider community.

**Specific Responsibilities:**

- Teach pupils as directed by the Senior Leadership Team
- Attend relevant INSET/CPD opportunities and keep up with current educational thinking and practice.
- To work with the multi-disciplinary team.
- Support the subject and school leadership team in the development and management of a curriculum area.
- Demonstrate a high standard of classroom management and practice and teach within the framework of the School/Academy policies and guidelines paying particular attention to equal opportunities and behaviour management.
- Implement the School's/Academy's positive behaviour management strategies in accordance with the behaviour management policy.
- Implement agreed policies and guidelines
- Support initiatives taken by the school and SLT.
- Assess pupil achievement and plan for future learning.
- Plan appropriately to meet the need of all pupils, through the differentiation of tasks.
- Keep appropriate and efficient records, integrating formative and summative assessment into planning
- Work with SLT and other colleagues to track the progress of individual children and intervene where pupils are not making progress.
- Lead and manage a support staff team within the classroom ensuring the appropriate deployment of colleagues within the room.
- Demonstrate good and outstanding classroom teaching.
- Plan for, organise and maintain a stimulating classroom learning environment appropriate to the needs, age and level of development of the pupils, which facilitates learning.
- Be responsible for safeguarding the health and wellbeing of the pupils, actively promote the development of personal and social skills and provide emotional support in a way that accords

with the pupils' age and level of development within the stated aims of the school.

- Engage in and maintain a dialogue with parents/carers, therapists and other professionals about teaching and learning and progress of pupils in the allocated classes.
- Participate in school activities, meetings, discussions and management systems necessary to co-ordinate the work of the school/academy as part of the statutory hours directed time.
- Report to parents/carers on the development, progress and attainment of pupils.
- Make effective use of ICT to enhance learning and teaching.
- Work with the Senior Leadership Team in implementing the School/Academy Development Plan
- Promote the agreed academy ethos, attitudes and values in all aspects of work with pupils, colleagues, support staff, parents/carers and visitors.
- Promote the school/academy and celebrate its success at every opportunity.
- Comply with and actively implement the school/academy policies regarding Health & Safety, Equal Opportunities, Safeguarding and Behaviour Management.
- Participate in training and the implementation of health care practices.
- Have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures and the school's/academy's safeguarding policy.
- Maintain an up-to-date knowledge of curriculum and relevant SEN issues through INSET, wider professional development and research.
- Support the leadership of your subject as directed by the Head of Department or Faculty.
- Help prepare a subject development plan for the area in consultation with colleagues/SLT
- Support the development and implementation of policies, schemes of work and other initiatives in that subject area.
- Work with colleagues to identify clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter and pupils being taught
- Provide guidance and support to teachers in the subject area on planning, delivery, appropriate teaching approaches and resources by means of meetings, working alongside individual teachers, and school-based INSET
- Assist in monitoring and evaluating planning, quality of teaching and pupil progress in the allocated curriculum area.
- Maintain up-to-date subject knowledge and knowledge of national and school/academy requirements and guidance in the curriculum area.
- Participate in and support the performance management policy.
- Carry out other tasks as reasonably requested by the Headteacher/Principal.

### Secondary Class Teacher – Personal Specification

	<b>Essential:</b>	<b>Desirable:</b>
<b>Qualification:</b>	<ul style="list-style-type: none"> <li>• Bachelor's Degree</li> <li>• GCSEs Grade 4 (C) or higher</li> <li>• Qualified Teacher Status</li> <li>• Proven ability as an excellent Classroom Teacher</li> </ul>	
<b>Skills, Knowledge, Aptitude &amp; Experience:</b>	<p>As well as knowledge of the subject you're going to teach, you'll also need to have:</p> <ul style="list-style-type: none"> <li>• Respect for children and an interest in helping them develop both academically and as people</li> <li>• Excellent communication and interpersonal skills for working with children, other teachers and parents</li> <li>• Listening skills and the ability to reflect on your teaching practice</li> <li>• Strong team working skills and the ability to collaborate with other staff and education professionals on a</li> </ul>	

	<p>range of initiatives</p> <ul style="list-style-type: none"> <li>• Strong planning, organisation and time-management skills</li> <li>• The ability to inspire and motivate pupils</li> <li>• Imagination, resourcefulness, creativity and a sense of humour</li> <li>• Good judgement and an analytical mind</li> <li>• The ability to use your initiative and think on your feet</li> <li>• A commitment to equal opportunities and the ability to use a variety of strategies and practices to promote the diverse cultural and equality issues in the classroom</li> <li>• A commitment to the safeguarding and welfare of all students</li> <li>• Patience and dedication</li> <li>• Leadership and supervisory skills</li> <li>• Energy, stamina and resilience</li> <li>• Self-discipline and self-motivation</li> <li>• A commitment to lifelong learning and professional development.</li> <li>• An understanding of how young people learn.</li> <li>• The ability to think on your feet.</li> <li>• Excellent communication skills.</li> <li>• IT skills.</li> <li>• Ability to make and justify difficult decisions</li> <li>• Resilience, the ability to work under pressure and be able to meet deadlines</li> </ul>	
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<p><b>Physical:</b></p>	<ul style="list-style-type: none"> <li>• Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the Disability Discrimination Act 1995</li> <li>• Ability to undertake manual work and to perform tasks</li> </ul>	
<p><b>Personal Qualities:</b></p>	<ul style="list-style-type: none"> <li>• Commitment to our pupils and their learning, wellbeing and safety</li> <li>• Committed to equality</li> <li>• Ability to establish rapport and respectful and trusting relationships with children, their families, carers and other adults</li> <li>• Able to build and maintain successful and purposeful relationships</li> <li>• Passionate about teaching and learning</li> <li>• Open-minded, self-evaluative and adaptable to changing circumstances</li> </ul>	

	<p>and new ideas</p> <ul style="list-style-type: none"><li>• Willingness to be involved in the wider life of the school/academy</li><li>• Bring personal interests and enthusiasms to the academy community</li></ul>	
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**The setting is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. A full-enhanced Disclosure & Barring Service (DBS) and a pre employment health check will be obtained prior employment including satisfactory references checks.**

**You may contact us at:**

**Placing People Direct**

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