

## Teacher - Job Description

As part of Delta, Education Trust, The Quay School's vision is "***Learning together in pursuit of happiness***". This means we really care whether pupils love or hate their learning, so we work hard to create a space where pupils learn together to become knowledgeable, self-aware, independent and happy people who make a positive difference, wherever life takes them. We are looking for an enthusiastic and inspirational Teacher to share our vision in all they do.

<b>Job Title</b>	Teacher – Special School
<b>School</b>	The Quay School
<b>Grade</b>	MPR with SEN Allowance (£2,539)
<b>Salary</b>	£30,000-£46,525
<b>Reporting to</b>	Head of Parkstone Campus
<b>Contract</b>	Full time teaching contract, Permanent

### Main Purpose of the job

You will empower pupils to achieve the desired results and encourage them to see the importance of learning as a foundation to a successful journey in life.

You'll work together with the senior leadership team to provide pupils with the very best learning opportunities and support required to overcome barriers to their learning.

You'll plan, teach and assess lessons in line with curriculum objectives.

You'll ensure a healthy and positive culture of learning to meet their needs so they can progress towards a happy life that they can enjoy.

### 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 students, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of students paying attention to their EHCP

- Manage appropriate interventions and tracking
- Set high expectations which inspire, motivate and challenge students
- Promote good progress and outcomes from pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests
- Communicate effectively with pupils, parents/carers and professionals
- Collaborate and work with colleagues, including providing cover at times and other relevant professionals within and beyond the school
- Supervise and support the work of the Learning Mentors
- Make a positive contribution to the wider life and ethos of the school sharing in our vision in all you do.
- Work together as part of one team on curriculum and pupil development to secure co-ordinated outcomes
- Assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
- Provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- Ensure that ICT, Literacy, Numeracy and developmental needs are reflected in the teaching/learning experience of students
- Undertake a designated programme of teaching.
- Ensure a high quality learning experience for students, which meets internal and external quality standards.
- Prepare and update subject materials.
- Use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus.
- Managing pupil behaviour effectively to ensure a happy and safe learning environment and encourage good practice with regard to punctuality, behaviour, standards of work and homework.
- Undertake assessment of students as requested by external examination bodies, departmental and School procedures.
- Mark, grade and give written/verbal and diagnostic feedback using appropriate assessment for learning strategies.

Mentor/Tutor a small group of students and liaise with parents/guardians

- Undertake training and team meetings as part of continuing professional development.

### **Personal and professional conduct**

- Develop effective professional and constructive relationships with colleagues
- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities
- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision

- Be required to safeguard and promote the welfare of pupils and follow school policies and the staff code of conduct.

### **Other**

- 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
- Be responsible for your health, safety and welfare in accordance with the School's policy and the Health and Safety at Work Act, 1974.
- Perform your duties in accordance with School's Equal Opportunities Policy and Safeguarding Procedures.
- Perform all duties efficiently and with the utmost care and confidentiality.

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 you 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.

## Person Specification – Teacher

Criteria	Qualities
<b>Qualifications and experience</b>	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Degree</li> <li>• Successful teaching experience</li> </ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of the National Curriculum</li> <li>• Knowledge of effective teaching and learning strategies</li> <li>• A good understanding of how children learn</li> <li>• Ability to adapt teaching to meet students’ needs</li> <li>• Ability to build effective working relationships with students</li> <li>• Knowledge of guidance and requirements around safeguarding children</li> <li>• Knowledge of effective behaviour management strategies</li> <li>• Good ICT skills, particularly using ICT to support learning</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• Share our vision</li> <li>• A commitment to getting the best outcomes for all students and promoting the ethos and values of the school</li> <li>• High expectations for children’s attainment and progress</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding and equality</li> <li>• A belief that ALL students have the right to an education</li> <li>• Resilience – tomorrow is a new day with new opportunities.</li> </ul>
<b>Other factors</b>	<ul style="list-style-type: none"> <li>• Satisfactory pre-employment checks including DBS, references and full career history</li> </ul>