



The de Ferrers Trust

To ensure that all the
children and young people in
our care have the opportunity
to fulfil their potential through
achieving highly, regardless of
their ability or background

WORK HARD,

BE KIND,

CHOOSE WISELY.

Post title: Teacher

Salary: UQT/MPS/UPS

Accountable to: Principals and the Trust Board

ROLE OVERVIEW:

To play a full part in the life of the academy community, to support its distinctive vision and ethos and to encourage staff and students to follow this example. To support and implement all academy policies. To plan, prepare and teach lessons of the highest quality.

To maintain and build upon the standards achieved in the award for QTS (Primary). To use Planning, Preparation and Assessment (PPA) time effectively for these purposes. At least 10% of timetabled time will be designated as PPA time, and it will be allocated in blocks of no less than 30 minutes.

KEY ACCOUNTABILITIES:

General Teaching and Learning Duties

- Teach a broad-based curriculum to the assigned class or classes to facilitate the acquisition of knowledge/skills and to promote enjoyment in learning.
- Be responsible for a designated classroom/teaching area and associated resources.
- Direct the use of any support staff or class helpers.
- Have high expectations of the pupils' behaviour, academic and social abilities, and set clear targets that are both realistic, measurable and which build upon prior knowledge or attainment.
- Establish and maintain a high standard of discipline by the use of praise, rewards and sanctions, and thereby create an environment in which pupils feel safe, secure and confident.
- Provide a challenging, yet supportive learning environment, which stimulates maintains and develops lively enquiring minds through the use of a variety of differentiated teaching methods.
- Plan and provide structured learning opportunities, which engage pupils' interest, and which take into account their needs - particularly their developing physical, intellectual, emotional and social abilities.
- Implement and keep records on Education, Health and Care Plans.
- Consider the needs of all pupils within lessons, including implementing specialist advice.
- Encourage all pupils to reach their true potential and become independent learners with a positive attitude to life-long learning.
- Value application, perseverance, initiative and independence of thought and action, as well as co-operative endeavours.
- Develop in pupils a sense of moral values and a positive attitude towards themselves and others with a strong sense of self-respect and a respect for other people's property, ideas and beliefs irrespective of gender, race, disability or academic achievement, etc.

Financial Management

- Be immediately responsible for the processes of identification, assessment, recording and reporting for the pupils in their charge.
- Set challenging targets for the children in their class.
- Be familiar with statutory assessment and reporting procedures, and to prepare and present informative, helpful and accurate reports to parents.
- Write/collate high quality and informative reports to parents/carers.
- Discuss pupils' progress and welfare with parents/carers - both formally, e.g., at parents, evenings and informally at other times.
- Contribute towards the implementation of Education, Health and Care Plans as detailed in the current Code of Practice, particularly the planning and recording of appropriate targets, actions and outcomes.
- Assess pupils' work systematically and use the results to inform future planning, teaching and curricular development, giving pupils both oral and written feedback.
- Prepare pupils for National Curriculum assessments as appropriate.

Financial Management

- To be Personally accountable for delivering services efficiently, within budget and to implement any approved savings and investment allocated to the service area.

Support to the Academy

- To promote and safeguard the welfare of children and young persons you are responsible for or come into contact with.
- To comply and assist with the development of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Will be aware of, support and ensure equal opportunities for all.
- Will contribute to the overall ethos/work/aims of the Academy.
- Will establish constructive relationships and communicate with other agencies/professionals.
- To attend and participate in regular meetings.
- Will participate in training and other learning activities and performance development as required.
- Will recognise own strengths and areas of expertise and use these to advise and support others.

In Addition

- To make suggestions to improve the ongoing effectiveness of non-teaching support.
- To comply with the requirements of Health and Safety, or relevant legislation and Academy documentation.
- To undertake any other reasonable duties within the overall function, commensurate with the grading level and responsibility of the job.
- To understand and comply with the Academy's Equal Opportunities Policy.

- All support staff will work on INSET Days.
- Holiday leave will be in line with the policy for all support staff. Annual Leave cannot be taken during term time.
- All staff are expected to work in a flexible and versatile manner as directed by their line manager.
- Support the Academy's Learning Agenda.
- To take part in a Performance Review System.
- To work within the requirements of the Safeguarding Children's Policy.
- To have a responsibility for promoting and safeguarding the welfare of students.

Commitment to Safeguarding Children

Promote and safeguard the welfare of children and young persons you are responsible for or come into contact with by:

- Having awareness of school safeguarding policy and procedures regarding child protection.
- Become aware of the signs and symptoms of abuse by attending relevant safeguarding training.
- Understand and support the Academy by attending training relevant to current national safeguarding issues such as The Prevent duty, Child Sexual Exploitation, Female Genital Mutilation.
- Report all causes for concern to the Safeguarding team using detailed and accurate information.
- Ensure the safety of all pupils in the school learning environment both indoor and outdoor.
- Being fully aware of and understanding the duties and responsibilities arising from the Children's Act 2004 and Working Together in relation to child protection and safeguarding children and young people.

Equalities

- To ensure that all work is completed with a commitment to equality and anti-discriminatory practice, as a minimum to standards required by legislation.

Health and Safety

- To ensure a work environment that protects peoples' health and safety and that promotes welfare, and which is in accordance with the Trust's Health and Safety policy.

Corporate Responsibilities

- To assist with student needs as appropriate during the school day.
- To show support for and uphold our ethos, value, all policies and procedures.
- To promote high standards in attendance, punctuality and appearance adhering to Staff Code of Conduct.

- To support the induction of new staff, students and apprentices.
- To communicate effectively and professionally, both orally and in writing.
- To make a positive contribution to the wider life and ethos of the school.
- To act with professionalism, integrity and with due regard to matters of a confidential nature at all times.
- To comply with any reasonable request from a manager or Principal to undertake work of a similar level or commensurate with role and level of responsibility that is not specified in this job description.

Notes

- a) The above responsibilities are subject to the general provisions of the appropriate conditions of service document and any Authority / Governors' interpretation.
- b) The detail of the duties will be determined following consultation with the post holder.
- c) The Academy operates a no smoking policy on campus.

Note 1: The content of this job description will be reviewed with the post holder on an annual basis in line with the Academy's performance and development review policy. Any significant change in level of accountability that could result in a change to the interim grade must be discussed with the post holder and the relevant trade union.

Special Features

- The postholder shall be required to work in any of the schools/academies within The de Ferrers Trust group of academies as directed by the Chief Executive.
- Be a professional role model, and understand and promote the aims and values of the Trust.

PERSON SPECIFICATIONS: TEACHER

Education & Qualifications	Essential	Desirable
A teaching qualification.	✓	
A first degree or equivalent.	✓	
Experience		
A variety of teaching experience across EYFS, KSI, KS2		✓
Involvement in curriculum development within a school.		✓
Working successfully in partnership with parents and the wider community.		✓
Knowledge & Skills		
Current education issues and developments.	✓	
National Curriculum, national strategies and assessment.	✓	
Implications of equal opportunities and inclusion issues.	✓	
Strategies for improving the quality of teaching and learning.	✓	
Strategies for school improvement and raising standards of achievement.	✓	
Understanding of appropriate strategies for managing pupils' behaviour.	✓	
To have an understanding of and commitment with the Academy and Trust values.	✓	
An excellent, creative teacher who motivates children.	✓	
Able to relate well to children and share their interests and enthusiasms.	✓	
Effective administrative and organisational skills.		✓
Ability to communicate orally and in writing to a wide range of audiences.	✓	
Working knowledge of ICT for teaching and administrative purposes.		✓
Ability to cope with the pressures of a demanding teaching position.	✓	
Commitment to providing an effective learning environment appropriate to the need and abilities of all pupils.	✓	
Commitment to the development and maintenance of positive partnerships between the school, parents, governors and the community.	✓	
Personal Attributes		
Customer focussed.	✓	
Has a friendly yet professional and respectful approach which demonstrates support and shows mutual respect.	✓	
Open, honest and an active listener.	✓	
Takes responsibility and accountability.	✓	

Committed to the needs of the pupils, parents and other stakeholders and challenge barriers to providing an effective service.	✓	
Demonstrates a 'can do' attitude including suggesting solutions, participating, trusting, and encouraging others and achieving expectations.	✓	
Is committed to the provision and improvement of quality of service provision.	✓	
Is adaptable to change/embraces and welcomes change.	✓	
Communicates effectively.	✓	
Is committed to the continuous development of self and others by keeping up to date and sharing knowledge, encouraging new ideas, seeking new opportunities and challenges, open to ideas and developing new skills.	✓	
Acts with pace and urgency being energetic, enthusiastic and decisive.	✓	
Has the ability to learn from experiences and challenges.	✓	
Commitment		
Committed to The de Ferrers Trust values and aims, acting as role model demonstrating professionalism and consistent high expectations at all times which supports the ethos of the Trust	✓	
Recognise and respect difference between individuals and play their part in making the Trust more inclusive, aware of and committed towards diversity and equal opportunities.	✓	
Committed to own continual professional development	✓	
Other		
Ability to travel to other Trust sites	✓	
Is fluent in the use of the English language	✓	
<p><i>Note:</i> <i>In addition to the ability to perform the duties of the post, issues relating to safeguarding and promoting the welfare of children will need to be demonstrated these will include:</i></p> <ul style="list-style-type: none"> • <i>Motivation to work with children and young people.</i> • <i>Ability to form and maintain appropriate relationships and personal boundaries with children and young people.</i> • <i>Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline.</i> 		

KEEPING CHILDREN SAFE IN EDUCATION:

All adults employed by the Trust are responsible for safeguarding and promoting the welfare of children they are responsible for or come into contact with. As such, all employees will undergo relevant background checks, including a Disclosure and Barring Service (DBS) Enhanced check with Barred List Check in order to satisfy our statutory obligations.

All adults employed by the Trust have a responsibility for data protection and have a duty to observe and follow the principles of the GDPR Regulations.



The de Ferrers Trust

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