JOB DESCRIPTION

Job Title:	Computer Science and Business Teacher	**Reporting to:**	Head of Department
Location:	Arena Academy	**Annual salary:**	MPS/UPS
Contract type:	Full time, Permanent	**Hours of work:**	Monday – Friday 32.5 hours per week

JOB PURPOSE AND RESPONSIBILITIES

To offer all pupils an effective education in a stimulating environment which provides equality and opportunity for all, to ensure all pupils make excellent progress irrespective of their starting points and backgrounds. You will help to deliver broad and balanced curriculum that complies with National and CORE Education Trust expectations, whilst working in collaboration and partnership with pupils, parents/carers, governors, other staff and external agencies.

MAIN DUTIES

- To liaise with the Head of Department to ensure the delivery of an appropriate, comprehensive, high quality and cost-effective curriculum programme which complements the School Improvement Plan/School Evaluation.
- To innovate and encourage innovation in curriculum and pedagogy, supported by the Leadership Group
- To keep up to date with and respond to national developments in the subject area and teaching practice and methodology.
- To be familiar with the Academy's Child Protection Policy and to report concerns to the designated Child Protection Officer.
- To ensure the Behaviour Management system is implemented in the curriculum area so that effective learning can take place.
- Set high standards of work and behaviour for yourself and others across the academy and be a positive role model to all.
- Plan for progression across the age and ability range you teach, designing effective lessons/programmes of work in accordance with the needs of individual learners
- Teach challenging, well organised lessons, using an appropriate range of teaching strategies which meet individual learners' needs to ensure that at all pupils achieve good progress with some pupils making outstanding progress.
- Provide timely, accurate and constructive feedback on learners' attainment, progress and areas for development and carry out all assessment, recording and reporting arrangements stipulated in the staff handbook and school policies
- Deliver lessons that comply with National expectations, are in line with the school's own ethos and schemes for learning and are relevant to the age and ability of the children

- Ensure that you keep abreast of current school policies and guidance and ensure that your teaching complies to these at all times
- Advise and work collaboratively with others on the preparation and development of teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements as appropriate
- Carry out playground and other duties as directed and within the remit of the School Teachers' Pay and Conditions document
- Communicate with parents/carers and co-operate with any relevant external bodies
- Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment and wellbeing, refining your approaches where necessary with the support of colleagues.
- Be responsible for your own continuous professional development and participate fully in training and development opportunities identified by the school or as developed as an outcome of your appraisal management
- Participate in any relevant meetings/professional development opportunities at the school, which relate to the children, curriculum or organisation of the school including pastoral arrangements and assemblies
- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them
- Establish a purposeful and safe learning environment for learners
- Raise all concerns regarding the behaviour, progress or welfare/child protection of any child with the appropriately identified person
- Ensure that colleagues working with you (e.g. Teaching Assistants, Technicians) are appropriately involved in supporting learning and understand the roles they are expected to fulfil
- Participate in and carry out any administrative and organisational tasks within the remit of the School Teachers' Pay and Conditions document
- Register the attendance of and supervise children, before, during or after school sessions as appropriate.
- Any other duties deemed appropriate to the grade and workload as requested by the leadership team.
- To participate in the operation of the Academy's Appraisal Scheme.
- Such other duties as may be appropriate to achieve the objectives of the post to assist the leadership team in the fulfilment of its objectives commensurate with the post holder's salary grade, abilities and aptitudes.
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SPECIAL CONDITIONS OF EMPLOYMENT

REHABILITATION OF OFFENDERS ACT 1974

This job is exempt from the provisions of the Rehabilitation of Offenders Act 1974. Appointment to this job is subject to an enhanced DBS disclosure being obtained, and any relevant convictions cautions, and reprimands being considered. Any arrests, convictions cautions or reprimands of relevance, obtained by the jobholder after enhanced DBS clearance has been acquired, must be disclosed to the Headteacher by the jobholder. Failure by the jobholder to do so, or the obtaining by the jobholder of a relevant conviction caution or reprimand, may be managed in accordance with CORE Education Trust Disciplinary Procedure.

HEALTH AND SAFETY

The jobholder is required to exercise their duty of care by taking responsibility for their own health and safety, and the health and safety of other people who may be affected by their acts or omissions (failure to act). Full guidance regarding health and safety is set out in CORE Education Trust Health and Safety Policy, and in any risk assessments relevant to the jobholder's role or circumstances. Both can be accessed via the jobholder's line manager and must be observed.

EQUALITY AND DIVERSITY

CORE Education Trust is committed to equality and values diversity. As such, it is committed to fulfilling its Equality Duty obligations and expects all staff and volunteers to share this commitment. This Duty requires the Trust to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity and foster good relations between people who share characteristics, such as age gender, race and faith, and people who do not share them. Staff and volunteers are required to treat all people they encounter with dignity and respect and are entitled to expect this in return.

TRAINING AND DEVELOPMENT

The Academy has a shared responsibility with the jobholder for identifying and satisfying training and development needs. The jobholder is expected to actively contribute to their own continuous professional development and to attend and participate in any training or development activities required to assist them in undertaking their role and meeting their safeguarding and general obligations.

MOBILITY:

The jobholder may be required to transfer to any job appropriate to their grade at such a place as in the service of the Trust they may be required, in accordance with legitimate operational requirements and / or facilitating the avoidance of staffing reductions.

This job description may be subject to review and / or amendment at any time to reflect the requirements of the job. Amendments will be made in consultation with any existing jobholder and will be commensurate with the grade for the job. The jobholder is expected to comply with any reasonable management requests.

CORE Education Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS (Disclosure and Barring Services) Check is required for all successful applicants.

Job Description Reviewed on:	April 2021
Job Description Reviewed by:	Headteacher

PERSON SPECIFICATION

Job Title:	Computer Science and Business Teacher	**Reporting to:**	Head of Department
Salary:	MPS/UPS	**Location:**	Arena Academy

CORE Education Trust is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to share this commitment. All posts will be subject to a DBS clearance at Enhanced level.

The Person Specification outlines the main attributes needed to adequately perform the post specified. It is intended to give prospective candidates a better understanding of the post requirements. It will be used as part of the recruitment process in identifying and shortlisting candidates.

	Essential	Desirable
Education, Training and Qualifications		
• Degree or equivalent	X	
• Masters in a relevant subject area		X
• Qualified teacher status	X	
• Evidence of and commitment to continuing professional development	X	
Experience, Knowledge, Skills /Competencies		
• Successful school teaching experience with experience of teaching across the age and ability range	X	
• Experience of working in a challenging urban context	X	
• Well-developed subject knowledge	X	
• Knowledge and understanding of the theory and practice of effective teaching and learning	X	
• Knowledge and understanding of key policies in particular: health and safety, child protection, SEN and their implementation in schools	X	
• In depth knowledge of best practice in teaching and learning, including the use of the latest technologies, to support student learning		X
• Plan, prepare and deliver stimulating and engaging lessons, which make effective use of cross curricular links and teach children how to learn	X	
• Assess and record the progress of pupils' learning to inform next steps and monitor progress	X	
• Teach using an increasingly wide range of teaching strategies to meet differing learning needs and abilities		X
• Successfully deploy a wide range of effective behaviour management strategies	X	
• Communicate effectively both verbally and in writing, to a range of audiences	X	
• Make effective use of ICT across the curriculum when teaching and planning	X	

• Teaching judgements that are consistently 'Good' or better	X	
Personal Attributes • Resilience, the ability to work under pressure and be able to meet deadlines • Ability to think strategically, creatively and to prioritise • Excellent communication skills (including written, oral and presentation skills) • Excellent interpersonal skills • A commitment to CORE Education Trust vision, values, aims and the objectives of its academies programme	X X X X X	

HOW TO APPLY

For further information about this exciting opportunity, or an informal discussion please contact Raj Mann on rmann@corearena.academy

Only those applicants submitting a CORE Education Trust Application Form will be considered. Please note that we do not accept CVs.

To apply for this role please submit your CORE Education Trust Application Form to recruitment@CORE-education.co.uk by noon on 6th July 2022

For more information visit our website, core-education.co.uk/work-with-us

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CORE Education Trust is committed to promoting equality, challenging discrimination, and developing community cohesion. We welcome applications from all sections of the community. We are an Equal Opportunities and Living Wage employer.

CORE EDUCATION TRUST

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