

Job Description

Establishment: Spencer Academies Trust
School: Sunnyside Spencer Academy
Post Title: Class Teacher with leadership responsibilities for English
Grade/Pay Range: Competitive
Hours/weeks: Full time
Reporting to: Principal
Department/Team: Teaching Staff

Overall Purpose of Post:

To be responsible for quality of provision, teaching, learning and pupil progress in English across the school

Main Duties and Responsibilities:

You will be required to carry out the following duties. The nature of the Academy year requires some of these tasks to be done regularly whilst others will be on an annual cycle.

Leadership & Management

- To contribute to the strategic direction of the school by working as a key member of the extended senior management team
- To continue to develop and redefine the English curriculum offer
- To lead English across the school EYFS, KS1 and KS2 – this includes Phonics, reading, writing
- Monitor the quality of teaching and learning through detailed learning walks, work scrutiny, planning scrutiny and pupil voice providing thorough feedback to individual teachers to improve practice.
- To model and exemplify the characteristics of an outstanding classroom practitioner
- Observe teachers and provide feedback in order to improve the quality of teaching and learning
- Support and challenge underperforming teachers ensuring clear, measurable targets for their development
- Demonstrate well-developed research based subject knowledge
- Deliver CPD whole school
- Deliver demonstration lessons, modelling excellent and innovative pedagogical practice
- Evaluate the impact of your work through data analysis, questionnaires, monitoring visits etc

Quality of Teaching, Learning and Assessment

- Deliver creative and effective teaching strategies and approaches during CPD sessions to develop T&L across school
- To collect, analyse and interpret data for English across the school and use this to ensure that support and staff development is well placed
- Ensure pupils in classes are set appropriate challenging targets.

- Contribute to medium term and weekly planning meetings.
- Bring any concerns to the Principal.
- Communicate pastoral concerns with parents, working together to resolve issues.
- Contribute to the wider life of school (PTFA events, clubs etc).

Outcomes for Pupils

- Plan and ensure intervention strategies, where appropriate, are taking place
- Maintain an overview of standards and progress
- Monitor the progress of pupils throughout the year, identifying underachievement. This will be monitored through regular data meetings.
- Monitor progress of vulnerable groups
- Moderate assessments within the Trust.
- Report progress and attainment to parents/carers.
- Work with parents and encourage their involvement in supporting their children's learning.

Personal Development, Behaviour and Welfare

- Ensure children are safe within the classroom environment.
- Ensure the Behaviour policy is implemented.
- Read and implement all policies relating to Safeguarding of children.
- Liaise with SENDCo and Designated Safeguarding Person when appropriate.
- Liaise with MDS over lunchtime concerns.
- Share responsibility for the appearance of the school (displays, tidiness of resources etc).
- Be aware of any Health & Safety issues.

General

- Work in a professional manner and with integrity and maintain confidentiality of records and information.
- Maintain up to date knowledge in line with national changes and legislation as appropriate to the role.
- Be aware of and comply with all Academy policies including in particular Health and Safety and Safeguarding.
- Participate in the Academy Appraisal process and undertake professional development as required.
- Adhere to all internal and external deadlines.
- Contribute to the overall aims and ethos of the Spencer Academies Trust and establish constructive relationships with nominated Academies and other agencies as appropriate to the role.

These above mentioned duties are neither exclusive nor exhaustive, the post- holder maybe required to carry out other duties as required by the Principal/Trust.

These duties are to be carried out in conjunction with School Teachers' Pay and Conditions.

This job description is to be reviewed annually and may be amended following consultation between the Principal and the Post Holder.

The Spencer Academies Trust is committed to safeguarding and promoting the welfare of all our students and expects all employees and volunteers to share this commitment. All posts are subject to enhanced DBS checks and completion of Level 2 safeguarding training.

Name of Post holder:

Signature:

Date:

Person Specification

	Essential	Desirable	Evidenced by A,I,T
Qualifications and experience			
- Educated to degree level - Qualified teacher status - Evidence of further professional development - Experience of planning and delivering KS1/KS2 National Curriculum	✓ ✓ ✓ ✓		A A A, I A
Knowledge, skills & understanding			
- A proven excellent classroom practitioner, willing and able to teach any year group as directed by the Principal - Able to plan, organise, model and resource an outstanding and stimulating learning environment for individual children and groups of children and deliver, evaluate and assess learning - Understanding and be able to demonstrate current good practice in across Keystages - Good understanding and be able to demonstrate what constitutes an Outstanding School Curriculum - Have a sound understanding and be able to demonstrate how assessment and data support school improvement and the drive for high standards - Have a sound knowledge and understanding of current strategies used to Narrow the Gap between different groups - Understanding of needs of children - Ability to lead and learn from others	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓		A, I, T A, I, T A, I, T A, I, T A, T A, I, T A, I, T A
Leading Learning and Teaching			
- Model outstanding teaching - Raise standards for all in the pursuit of excellence - Maintain the continuing learning of all other members of the school community - Address personal needs of pupils - Demonstrate the principles and practice of excellent teaching and learning - Demonstrate personal enthusiasm for and the commitment to the learning process - Implement school strategies for promoting excellence and challenging underperformance - Coach and mentor colleagues - Knowledge of effective strategies to include and meet the needs of all pupils within teaching	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓		A, I, T A, I A, I, T A, I, T A, I, T A, I, T A, I A, I A, I
Personal qualities			
- Able to form positive relationships with all children and motivate them to succeed - Able to work with others in a team to support work with children with special educational needs	✓ ✓		I I

• Work at all times within the framework of agreed school policies	✓		A, I, T
• Have a flexible approach to work who enjoys being a good team member	✓		
• Good communication skills both orally and in writing	✓		A
• Able to manage own work load effectively and responds swiftly to tight deadlines	✓		
• Good interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships	✓		A, I, T
• To show a caring attitude towards pupils, staff and parents/carers	✓		A
• Willingness to share expertise, skills and knowledge and ability to encourage others to follow suit	✓		A
• Openness and willingness to address and discuss relevant issues, allied with an ability to inspire and challenge others and deal with challenging questions	✓		I
	✓		I
• To practice equal opportunities in all aspects of the role and around the work place in line with policy	✓		A, I, T
• To maintain a personal commitment to professional development	✓		A, I, T
• To contribute to the wider life of the academy	✓		A, I, T
• Commitment to the highest standards of child protection and safeguarding	✓		A, I, T
• Recognition of the importance of personal responsibility for health and safety	✓		A, I, T
• Commitment to the Trust's ethos, aims and whole community.	✓		A, I, T

A=Application

I=Interview

T=task