

Job Description: Teacher

Main purpose

The teacher will:

- Fulfill the professional responsibilities of a teacher, as set out in the [School Teachers' Pay and Conditions document](#)
- Meet the expectations set out in the [Teachers' Standards](#)
- Take specific responsibility and accountability for the day-to-day management and organisation of their class
- Assist in the smooth running of the school at all times

Duties and responsibilities

Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans and curriculum personalising these to meet pupil needs
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations that inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests, accreditation and exams
- Maintain an update to date know of national requirements and developments in teaching and curriculum

Whole-school organisation, strategy and development

- 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
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach
- Fulfil the role of Class Tutor for designated pupils as required

Safeguarding

- Promote the welfare and safety of all pupils, ensuring safeguarding policies and procedures are followed at all times.
- Identify and report concerns about pupils' wellbeing promptly, in line with statutory and school safeguarding procedures.
- Foster a safe, supportive and inclusive environment that protects pupils from harm and promotes positive behaviour and wellbeing.

Health, safety and discipline

- 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

Professional development

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching, and wider skills and knowledge
- Share your expertise by leading workshops and supporting colleagues, fostering a culture of professional learning and collaboration

Working with parents and carers

- Build positive and constructive relationship with parents and carers, valuing their knowledge of their child and promoting working in partnership for the best outcomes for each pupil
- Communicate effectively and regular in-line with the school wide approach

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

Please note, this is illustrative of the general nature and level of responsibility of the work to be undertaken, commensurate with the grade. It is not a comprehensive list of all tasks that the postholder will carry out.

Equal Opportunities Statement We are an equal opportunities employer and welcome applications from all suitably qualified candidates. We do not discriminate on the basis of age, disability, gender, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, or sexual orientation. We are committed to supporting access and performance in this role and will consider reasonable adjustments wherever needed.

The Propeller Academy Trust and its member schools are committed to safeguarding and promoting the welfare of all children and young people according to child protection and safeguarding guidelines. We expect all staff and volunteers to share in this commitment.

This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. All post holders are subject to the necessary pre-employment check, including a satisfactory Enhanced Disclosure and Barring Service (DBS) Check, including a Child/Adult's Barred List check (where applicable to the role in question). Additionally, shortlisted candidates will be subject to online searches for publicly available information.

Person specification

CRITERIA	QUALITIES
Qualifications and training	<ul style="list-style-type: none"> • Qualified teacher status • Successful teaching experience • Evidence of professional development relevant to this role • Appropriate professional training further to basic teaching qualification in areas such as: SEMH, Autism and Team Teach
Skills and knowledge	<ul style="list-style-type: none"> • Good knowledge of legislation and guidance on curriculum requirements • Outstanding classroom practice, constantly showing a positive and resilient approach to pupils and staff • Excellent communication and organisational skills • Knowledge of effective teaching and learning strategies • A good understanding of how children learn • Ability to adapt teaching to meet pupils' needs • Ability to build effective working relationships with pupils • Knowledge of guidance and requirements around safeguarding children • Knowledge of effective behaviour management strategies • Good IT skills, including previous use of Arbor MIS, CPOMS • Effective communication and interpersonal skills • Ability to communicate a vision and inspire others • Ability to build effective working relationships with staff and other stakeholders • Appropriate experience or understanding of current SEND, including theory and best practice • Experience of working with young people and children with EHCPs who have a wide range of needs (SEMH, autism) • Experience of setting targets, interpreting and monitoring performance data to raise pupil achievement. • A good understanding of a diverse range of teaching and learning styles and techniques • A good understanding of effective procedures for managing and promoting positive behaviour in children and young people

Personal qualities	<ul style="list-style-type: none">● High expectations for all pupils and belief in bringing out the best in all● Commitment to upholding and promoting the ethos and values of the school● Commitment to always act with integrity, honesty, loyalty and fairness to safeguard the assets, financial integrity and reputation of the school and Trust● A creative approach to parental and other community involvement● Ability to work under pressure and prioritise effectively● Commitment to maintaining confidentiality at all times● Commitment to equality● Solution focused mindset● Caring and understanding approach● Flexibility, enthusiasm to embrace change
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