

Job Description and Person Specification

Teacher

Overall Role and Remit:

- To maximise the achievement of all students
- To be responsible for all students' safety and welfare
- To develop and promote the curriculum subject across the school
- To work collaboratively with all other staff within the school and MAT in sharing good practice and improving overall provision

Responsible to: Senior Leadership Teams

Teachers at Corley Academy are expected to fully meet the National Teachers' Standards (September 2012):

TEACHING

Set high expectations, which inspire, motivate and challenge pupils

Establish a safe and stimulating environment for pupils, rooted in mutual respect

Set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions

Demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils

Promote good progress and outcomes by pupils

Be accountable for pupils' attainment, progress and outcomes

Plan teaching to build on pupils' capabilities and prior knowledge

Guide pupils to reflect on the progress they have made and their emerging needs

Demonstrate knowledge and understanding of how pupils learn and how this impacts on teaching

Encourage pupils to take a responsible and conscientious attitude to their own work and study

Demonstrate good subject and curriculum knowledge

Have a secure knowledge of the relevant subject(s) and curriculum areas, foster and maintain pupils' interest in the subject and address misunderstandings

Demonstrate a critical understanding of developments in the subject and curriculum areas, and promote the value of scholarship

Demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English, whatever the teacher's specialist subject

If teaching early reading, demonstrate a clear understanding of systematic synthetic phonics

If teaching early mathematics, demonstrate a clear understanding of appropriate teaching strategies

Plan and teach well-structured lessons

Impart knowledge and develop understanding through effective use of lesson time

Promote a love of learning and children's intellectual curiosity

Set homework and plan out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired

Reflect systematically on the effectiveness of lessons and approaches to teaching

Contribute to the design and provision of an engaging curriculum within the relevant subject area(s)

Adapt teaching to respond to the strengths and needs of all pupils

Know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively

Have a secure understanding of how a range of factors can inhibit pupils' ability to learn and how best to overcome these

Demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support pupils' education at different stages of development

Have a clear understanding of the needs of all pupils, including those with special educational needs; those with high ability; those with English as an additional language; those with disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them

Make accurate and productive use of assessment

Know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements

Make use of formative and summative assessment to secure pupils' progress

Use relevant data to monitor progress, set targets, and plan subsequent lessons

Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback

Manage behaviour effectively to ensure a good and safe learning environment

Have clear rules and routines for behaviour in classrooms, and take responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the school's behaviour policy

Have high expectations of behaviour, and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly

Manage classes effectively, using approaches which are appropriate to pupils' needs in order to involve and motivate them

Maintain good relationships with pupils, exercise appropriate authority and act decisively where necessary

Fulfil wider professional responsibilities

Make a positive contribution to the wider life and ethos of the school

Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support

Ensure all deadline regarding assessment, reports, annual reviews etc are continuously met and that the information supplied is complete and accurate.

Deploy support staff effectively

Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues

Communicate effectively with parents with regard to pupils' achievements and well-being

PERSONAL AND PROFESSIONAL CONDUCT

Teachers uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school, by:

Treating pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position

Having regard to the need to safeguard pupils' well-being, in accordance with statutory provisions

Showing tolerance of and respect for the rights of others

Not undermining fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs

Ensuring that personal beliefs are not expressed in ways which exploit pupils' vulnerability or might lead them to break the law

Teachers must have a proper and professional regard for the ethos, policies and practice of the school in which they teach, and maintain high standards in their own attendance and punctuality

Teachers must have an understanding of, and always act within, the statutory frameworks, which set out their professional duties and responsibilities.

SELF EVALUATION

Participate in lesson observations and other measures to monitor delivery of learning outcomes and quality of teaching and implement measures to address any improvement issues identified

Participate in the performance management process, identifying personal professional development priorities.

Contribute to departmental/ curriculum review and evaluation and resulting development of the Academy Improvement Plan
Contribute to self-evaluation data for internal Academy purposes and external inspection

Whole Academy

Represent the Academy in a manner consistent with its ethos and values

Contribute to the whole Academy team effort to ensure that the Academy is a positive learning environment respected by students and all users

Maintain high professional standards throughout the Academy and contribute to whole Academy policy and practice development

GENERIC RESPONSIBILITIES OF ALL CORLEY ACADEMY STAFF:

To work consistently to uphold the Corley Academy

To uphold the reputation of the school

To follow all school policies and systems

To contribute to lunchtime delivery of activities

To work with students in a courteous, positive, caring and responsible manner at all times

To work in a co-operative and polite manner with all stakeholders

To follow all safeguarding and child protection procedures and so ensure that children's safety and wellbeing are never compromised

Protection of children

The post is exempt from the Rehabilitation of Offenders Act 1974. Your employment is subject to satisfactory enhanced Disclosure and Barring Service check (with barred list check where applicable) and is subject to the requirements set out in the Education (Prohibition from Teaching or Working with Children) Regulations 2003 (as amended). You are required to inform us immediately if you are the subject of a police investigation or receive any conviction or caution, or any occurrence that may disqualify you from providing childcare under the Childcare (Disqualification) Regulations 2009. Failure to immediately report such information will result in disciplinary action, up to and including dismissal.

Right to hold Personal Data

As part of your conditions of employment, you give the Employer permission to collect, retain and process information about you, such as age, sex, ethnic origin and health records. This information will be used by the Employer for a number of purposes, including but not limited to monitoring the Employer's compliance with the law and best practice in terms of equal opportunity and non-discrimination. Should your personal circumstances change, you must notify the Employer immediately.

Requirement

You will need to have an ability to fulfil all spoken aspects of the role with confidence through the medium of English.

PERSON SPECIFICATION: TEACHER

CRITERIA	ESSENTIAL	DESIRABLE	WHERE MEASURED
Qualified Teacher Status	√		Application
Subject Specialist	Refer Advert		Application Interview
Commitment to safeguarding children and full knowledge of safeguarding and child protection procedures	√		Application Interview Reference
Experience	Refer Advert		Application
Evidence of recent continuing professional development	√		Application
Experience of working with students with special educational needs	√		Application Interview
Experience of working with students with autism		√	Application Interview
Knowledge and understanding of autism and the ability to put this into practice on a daily basis		√	Application Interview
Experience of supporting students with challenging behaviours	√		Application Interview
To be an excellent classroom practitioner consistently delivering Good / Outstanding lessons	Good	Outstanding	Application Interview Reference
Good ICT skills for personal administration and as part of classroom teaching	√		Application Interview
To be able plan and organise effectively, meet deadlines. To be flexible and able to adapt and prioritise appropriately	√		Application Interview
Up-to-date subject knowledge and ability to teach full National Curriculum and GCSE/vocational range	√		Application Interview
Knowledge of formative and summative assessment, recording and reporting of students' progress and achievements	√		Application Interview

Ability to support other teachers and support staff in the delivery of the subject (Applicable to subject lead roles only)	√		Application Interview Reference
Ability to mentor students	√		Application Interview
Ability to develop positive relationships with students to ensure their safeguarding and academic and personal progress	√		Application Interview Reference
Desire and ability to contribute to the wider life and ethos of the school and academy	√		Application Interview
Ability to communicate effectively with parents/carers and the wider community in written and verbal form	√		Interview
Demonstrate a collaborative, team working approach focused on improvement and supporting the vision, values and objectives of the organisation	√		Application Interview