KINGS ACADEMY

BELIEVE AND SUCCEED

Job Description
Qualified Teacher

Purpose:	To contribute to The Kings of Wessex Academy being an acknowledged centre of excellence of teaching and learning by: ▪ Delivering the curriculum and securing excellent outcomes for students ▪ Supporting the Head of Faculty to ensure the development and success of the department ▪ Acting as an effective member of the Academy teaching staff, carrying out the assigned teaching duties and the assigned responsibilities - keep up-to-date of relevant curriculum developments - keep effective records up-to-date ▪ Acting as a responsible member of the Academy staff with regard to Academy policies, programmes and premises ▪ Undertaking pastoral and administrative duties in respect of students in the tutor group Tutor Information – Tutors are required to act as an effective member of the House carrying out the duties and responsibilities included in the Tutor role. This will be in liaison with the Head of House or Head of Sixth Form
Reporting to:	Head of Faculty
Responsible for:	Delivering the curriculum and securing excellent outcomes for students. There are 5 aspects which enable the key purpose to be achieved: ▪ Planning, understanding and expectations ▪ Managing student learning ▪ Progress, evaluation and assessment ▪ Relationships – students, staff, parents, community ▪ Managing performance and development **Planning, understanding and expectations** To ensure ▪ A secure knowledge and understanding of specialist subject, relevant aspects of the National Curriculum and other statutory requirements ▪ Clear learning objectives, content, lesson structure and sequences appropriate to the subject matter and the students are established

	▪ The setting of appropriate and demanding expectations and targets for students' learning and motivation ▪ The awareness of students who have special educational needs and/or Pupil Premium status and to ensure via Academy systems that these students get positive and targeted support **Managing Student Learning** To ensure ▪ Effective teaching of students so that learning objectives are met, momentum and challenge are maintained and the best use is made of teaching time ▪ High expectations for students, behaviour and the establishment and maintenance of good standard of discipline through well focused teaching and through positive and productive relationships ▪ Teaching methods are used that keep students engaged ▪ Good use is made of textbooks, ICT and other learning resources which enable learning objectives to be met ▪ Health and safety regulations are observed and safe working practices followed **Progress, Evaluation and Assessment** To ensure ▪ Assessment of how well learning objectives have been achieved is carried out and that this assessment is used to enhance further teaching ▪ Marking and monitoring of classwork and homework provides constructive oral and written feedback setting targets for students' progress ▪ An understanding of the demands expected of students in relation to the National Curriculum, KS4 and KS5 courses ▪ Progress towards student targets is secured **Relationships with Staff, Parents and Community** To ensure ▪ Accurate and informative reports are prepared for presentation to parents ▪ That there is a recognition that learning takes place outside a school context, and opportunities are provided to develop students' understanding by relating to real and work-related examples ▪ Effective working relationships are established with professional colleagues within our "one staff" ethos ▪ Participation in the development of schemes of work, materials and syllabuses of the department and attendance at subject team meetings **Managing Performance and Development** To ensure

	▪ Responsibility is taken by individuals for their own professional development ▪ A good example is set to students by the way individuals present themselves and by their personal conduct ▪ Self-evaluation of teaching takes place and is used to improve its effectiveness **In addition, staff must ensure** ▪ They carry out the supervision of students as detailed by SLT ▪ They participate as required in meetings with colleagues and parents in respect of the duties of the post ▪ They accept a specific responsibility within the department team, House or staff as determined by mutual agreement including taking responsibility for an extra curriculum area of the department ▪ They carry out the duties of a tutor, to include: the maintenance of discipline and acceptable standards of conduct and appearance of students; the establishment of rapport with students to develop their social and academic potential and be a main source of reference and support for their problems; the timely accurate marking of attendance registers, ensuring absences and lates are accounted for and taking appropriate action where they are not; the compilation of reports, profiles and references on students as required ▪ The monitoring of homework of students, the teaching of tutor periods, escorting the tutor to assemblies and attending tutor meetings arranged by the Head of House ▪ Support the Head of Subject in establishing/maintaining high standards of behaviour in classes using the Academy's Behaviour and Rewards policies
Liaising with:	Head Teacher, Deputy Head Teachers, Assistant Head Teachers, Subject Leader, Teaching and Support Staff, Parents, Governors and outside Agencies where appropriate
Salary/Grade:	TMS/UPR
Operational/Strategic Planning:	▪ To ensure that the core focus in the school is Learning ▪ To support the Department in developing appropriate, rich, teaching and learning strategies ▪ To liaise with the SENCo and Gifted and Talented Co-ordinator in order to extend the curriculum for all students ▪ To work with colleagues to formulate aims, objectives and strategic plans which have coherence and relevance to the needs of the students and to the aims, objectives and strategic plans of the Academy

Curriculum Development:	▪ To support curriculum development of the department ▪ To set, monitor and support the delivery of targets for use and application within the department ▪ To keep up-to-date with national developments within pedagogy and teaching practice and methodology ▪ To monitor and respond to curriculum development and initiatives at national, regional and local levels
Staff Development:	▪ To work with all staff to create innovative resources that reflects our desire to be an acknowledged centre of excellence ▪ To participate in the induction process for NQT teaching posts and to ensure effective induction of new staff in line with Academy procedures ▪ To promote teamwork and to motivate staff with a 'can-do' philosophy to ensure effective working relations
Additional Duties:	**All Kings of Wessex Academy staff are expected to** • Ensure that the aims, priorities and policies of the Academy and Trust are adhered to • Act as a positive representative and advocate of the Academy and its students in all circumstances and at all times • Carry out any other duties as reasonably requested by the Headteacher • Be committed to safeguarding and promoting the welfare of children and young people and all staff working with these groups are expected to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern the Academy agreed child protection procedures will be followed alongside implementation of the Academy disciplinary procedures