LEARNING TOGETHER

CORNWALL EDUCATION LEARNING TRUST

Brannel School

Teacher

Job Description & Person Specification

www.celtrust.org



COLLABORATE C

EMPOWER E

LEAD L

TRANSFORM T

Location

The job is based at Brannel School, Rectory Road, St Stephen, Saint Austell PL26 7RN.



Our Mission

At Brannel School we want to create and inspire a diverse community of independent thinkers whose academic excellence, global perspective, and strength of character prepare them to make a meaningful difference in the world. What kind of students are we creating?

- *Enterprising Learners* who are creative, innovative and well-placed to enjoy future success.
- *High Performers* who have the ambition, drive and opportunity to 'climb the mountain' to the best universities and professions.
- *Honourable Leaders* with the confidence, integrity and commitment to make a positive contribution to our global community.

Our Values: EXCELLENCE | CREATIVITY | COMMUNITY

About Us

Brannel School is situated in the heart of rural Cornwall's China Clay communities and offers 850 places to students aged 11-16. Our facilities are second to none; the school was completely redesigned and rebuilt in 2011 as a 'School of the Future' at a cost of over £17m.

We will continue to build on our strong record of tackling inequality and reducing achievement gaps in order to nurture confident, independent learners who are active participants in the community. We firmly believe that the young people of China Clay are as talented as you will find anywhere:

- Where they have ability, we will nurture it and ensure it is realised.
- Where they have ambition, we will encourage it and provide the opportunities for it to grow.

- Where social issues have led young people to have low expectations of themselves, we will raise their self-esteem, increase their self-reliance and extend their aspirations.

At the heart of our vision is to create a truly outstanding school delivering the very best educational opportunities, nurture academic excellence and enhance ambition in all its students.

We aim to inspire the next generation of professionals and entrepreneurs.

The successful candidate will:

- Hold DfE Qualified Teacher Status.
- Be an outstanding practitioner who inspires students.
- Have the ability to draw upon their professional background to demonstrate their ability to successfully teach up to GCSE.
- Be creative in delivering a rigorous, academic curriculum.
- Believe that every child can and will succeed.
- Be flexible, collaborative and resilient.
- Contribute to the whole life of the school through our extensive enrichment programme.
- Have the highest ambitions for your students, the department, the school and yourself.

We will offer you:

- An energising and supportive working environment with high expectations and standards.
- Students who are just beginning to make life goals; who are enthusiastic to look beyond the narrow confines of rural Cornwall.
- Colleagues who are reflective, committed professionals; who are motivated by challenge and willing to go the extra mile for our students to achieve the very best results.
- A unique opportunity to help build the school and the department.
- A well-resourced school with 21st century teaching and learning facilities.
- An excellent programme of CPD and opportunities to develop leadership and management skills.
- Opportunities to develop innovative co-curricular and enrichment activities within the school day as part of the 'Brannel Challenge' period each week.

Brannel School is part of Cornwall Education Learning Trust (CELT). This is an exciting time to join our thriving Trust, which is responsible for educating learners across four secondary schools, one junior school and nine primary schools.

Cornwall Education Learning Trust
Brannel School is part of the Cornwall Education Learning Trust (CELT). CELT has developed a strong culture of collaboration and best practice, with professional development and career planning at its centre. We invest in our staff with support, coaching, mentoring, and a wide range of top-quality training programmes delivered at every level to senior leadership.

Our people are at the heart of our success. We look for talented individuals who share our vision for creating exceptional places of learning in order to ensure that every CELT pupil has access to the best possible education

Contact Details
If you wish to visit the school in advance of the application submission date, please contact Christine Thomas (School Administrator) on **01726 822485**.

Job Description

Purpose of the Post:	To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support the designated curriculum area as appropriate.
Reporting to:	Head of Department, Senior Leadership Team
Location:	Based at Brannel School, but there may be a requirement to travel to undertake work at or for academies within Cornwall Education Learning Trust
Salary Grade:	Teachers' Main Pay Scale / Upper Pay Scale

Principal Responsibilities:

Operational / Strategic Planning

- To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the Department.
- To contribute to the Department's development plan and its implementation.
- To plan and prepare courses and lessons.
- To contribute to the whole school self-review procedures.
- To contribute to the development of effective subject links with external agencies.
- To assist the HOD to identify resource needs and to contribute to the efficient/effective use of physical resources.
- To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, department and the students.

Curriculum

- To assist the HOD to ensure that the Department provides a range of teaching which complements the school's strategic objectives.
- To assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of students, examining and awarding bodies and the school's core aims and strategic objectives.

Staff Development

- To take part in the school's staff development programme by participating in arrangements for further training and professional development.

- To continue personal development in the relevant areas including subject knowledge and teaching methods.

- To engage actively in the Performance Management Review process.

- To ensure the effective/efficient deployment of classroom support.

- To work as a member of a designated team and to contribute positively to effective working relations within the school.

Data / Assessment

- To maintain appropriate records and to provide relevant accurate and up-to-date information for SIMS, registers, etc.

- To complete the relevant documentation to assist in the tracking of students.

- To track student progress and use information to inform teaching and learning.

Communications

- To communicate effectively with the parents of students as appropriate.

- Where appropriate, to communicate and co-operate with persons or bodies outside the school.

- To follow agreed policies for communications in the school.

- To take part in liaison activities such as Open Evenings Parents Evenings, Review days and liaison events with partner schools.

Pastoral System

- To be a Form Tutor to an assigned group of students.

- To promote the general progress and well-being of individual students and of the Form Tutor Group as a whole.

- To liaise with a Pastoral Leader to ensure the implementation of the school's student guidance and support system.

- To evaluate and monitor the progress of students and keep up-to-date student records as may be required.

- To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.

- To communicate, as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff.

- To contribute to SMSC and citizenship and enterprise according to school policy.

- To apply the behaviour management systems so that effective learning can take place.

Teaching

- To teach, students according to their educational needs, including the setting and marking of work to be carried out by the student in school and elsewhere.

- To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.

- To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.

- To ensure that ICT, Literacy, Numeracy and agreed school priority areas are reflected in the teaching/learning experience of students.

- To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.

- To undertake assessment of students as requested by external examination bodies, departmental and school procedures.

- To mark, grade and give written/verbal and diagnostic feedback as required.

- Teachers on the Main Professional Grade are expected to demonstrate their progress towards meeting the Threshold Standards. Teachers who have successfully passed through the Threshold are expected to show that they continue to meet those standards and are satisfying the criteria for UPS progression.

General Responsibilities applicable to all staff:

- To demonstrate and promote the values of Cornwall Education Learning Trust at all times.

- To work effectively with other members of staff to meet the needs of all pupils.

- To work with professionalism in line with the Trust's Code of Conduct.

- To attend staff meetings and Trust-based INSET as required.

- To be responsible for his/her own self-development on a continuous basis, undertaking any training/professional development as appropriate.

- To be aware of and adhere to all applicable Trust policies and procedures.

- To maintain at all times the utmost confidentiality with regard to all reports, records, personal data relating to staff and pupils and other information of a sensitive or confidential nature acquired in the course of undertaking duties for the Trust, with due regard to General Data Protection Regulations.

Note:

- This Job Description 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 the responsibilities, duties and tasks relating to the post.
- The postholder may be required to undertake such work as may be determined by the Headteacher/line manager from time to time, up to or at a level consistent with the main responsibilities of the job.
- This Job Description may be amended at any time in consultation with the postholder.

SPECIAL CONDITIONS OF EMPLOYMENT:

Cornwall Education Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The postholder is required to follow all of the Trust's policies and procedures in relation to safeguarding at all times, and to adhere to the statutory guidance 'Keeping Children Safe in Education'. The postholder must take appropriate action in the event that they have concerns, or are made aware of the concerns of others, regarding the safety or wellbeing of children or young people.

All offers of employment are conditional and subject to satisfactory pre-employment checks including receipt of original qualification documents, references, medical screening, proof of eligibility to work in the UK, Childcare Disqualification check and a Disclosure and Barring Service (DBS) check.

Person Specification

Selection Criteria	Essential	Desirable	How Assessed
Education and Training	• Qualified teacher status • Degree	• Further academic qualification	Application Form / Interview
Skills and Experience	• Teaching experience • A clear understanding of using data to track and monitor individual students • Demonstrate a variety of teaching strategies in the classroom; • Contribute to the teaching of the subject within the whole school curriculum; • Create good relationships with students based on respect and fairness; • Communicate appropriately with a varied range of people; • Organise and maintain necessary administrative systems; • Work on their own initiative; • Use ICT confidently and innovatively as part of their teaching repertoire. • Ability to work under pressure and prioritise effectively	• A level teaching • Taught in a variety of school contexts; • Been actively involved in some school activity beyond the classroom; • Been supportive of pupil self/ peer assessment; • Used a variety of resources to extend learning; • Organised their groups in a variety of learning structures including whole class, groups and individually; • Undertaken professional development activities; • A track record of successful teaching to students of a wide range of abilities.	Application Form / Interview
Specialist Knowledge	• Have a proven track record as a successful classroom practitioner, securing high outcomes for students • Effective communication, presentation and interpersonal skills • Ability to communicate a vision and inspire others • Understanding of high-quality teaching, and the ability to model this for others and support others to improve		Application Form / Interview

	• Demonstrate an awareness, understanding and commitment to the protection and safeguarding of children and young people • Demonstrate an awareness, understanding and commitment to equality and inclusion		
Values Related Qualities	• A positive commitment to promoting a culture of challenge and aspiration for disadvantaged learners across the curriculum • A strong academic approach and an uncompromising, relentless commitment to ensuring high standards for all • Commitment to maintaining confidentiality at all times • Commitment to safeguarding and equality • Unrelenting optimism and loyalty to the school, its staff and students. A commitment to promoting the ethos and values of CELT: • **Collaborate** – ability to work effectively as a team • **Empower** – ability to take initiative and problem solve in order to improve performance • **Leadership** – To lead by example and achieve shared goals • **Transformation** – ability to recognise a need for change and adapt accordingly		Application Form / Interview