



## The de Ferrers Trust

Job Description:

Teacher

Responsible to:

Director of Learning

Current Postholder:

Signed:

Date:

Post Title:

Teacher

Location:

The de Ferrers Academy

## **The Strategic Vision**

To ensure that all the children and young people in our care have the opportunity to fulfil their potential through achieving highly, regardless of their ability or background through the following strategic aims:

1. Deliver a high-quality education for all pupils
2. Recruit, develop and retain high-calibre members of staff
3. Establish and develop robust governance
4. Ensure financial probity and viability
5. Develop a highly-efficient trust infrastructure and central services
6. Establish effective systems to support the sustainable growth of the trust

## **Role Purpose**

- To play a full part in the life of the academy community, to support its distinctive vision and ethos and to encourage staff and students to follow this example
- To support and implement all academy policies
- To plan, prepare and teach lessons of the highest quality

## **Main Roles and Responsibilities**

- To support in the promotion of high standards of student learning, achievement, progress, attainment and behaviour through working effectively and collaboratively
- To participate in CPD and take responsibility for your own professional development using the outcomes to improve teaching and learning
- To participate and promote the academy House System
- To be involved in the planning and delivery of a CRE programme, subject to reasonable negotiation and individual teachers' circumstances
- To take part in the Quality Assurance systems
- To take part in the Appraisal System
- To do a reasonable and equitable amount of substitution for absent colleagues subject to workforce reform agreements
- To develop and maintain ICT/interactive technology skills
- To work within the requirements of the Safeguarding Children's Policy and have a responsibility for promoting and safeguarding the welfare of students
  - Promote and safeguard the welfare of children and young persons you are responsible for or come into contact with by:
    - Reading the Academy safeguarding policy and procedures regarding child protection
    - Become aware of the indicators of concern and symptoms of abuse by attending relevant safeguarding training
    - Understand and support the Academy by attending training relevant to current national safeguarding issues such as The Prevent duty, Child Sexual Exploitation, Female Genital Mutilation.
    - Report all causes for concern to the Safeguarding team using MyConcern.
    - Ensure the safety of all students in the Academy learning environments.
    - Reading Part 1 of Keeping Children Safe in Education.
    - Being fully aware of and understanding the duties and responsibilities arising from the Children's Act 2004 and Working Together in relation to child

protection and safeguarding children and young people.

- To teach as appropriate your subject specialism within the faculty and across the curriculum
- To plan, prepare and deliver courses and lessons following the agreed Medium and Short Term Plans
- To teach students as assigned, according to their differing needs and set, mark and provide feedback on homework and assessed work as outlined in the academy/faculty policies
- To review teaching methods and Medium and Short Term Plans
- To contribute to the preparation and development of teaching materials/student resources for faculty courses
- To consistently and effectively use information about prior attainment to set challenging expectations for students and monitor progress to give clear and constructive feedback which includes next steps
- To demonstrate a thorough and up to date knowledge of your subject pedagogy and take account of wider curriculum developments which are relevant, e.g. literacy, numeracy, closing the gap
- To participate and prepare for meetings as scheduled
- To assess, report and record the development, attainment and progress of students six times a year
- To work with students and the faculty to meet individual and academy set targets
- To be a tutor within the Support & Guidance Team:
  - a) To act as a link between academy and home for the distribution of information (letters etc)
  - b) To be the first point of contact for students and parents by letter
  - c) To establish a group identity and foster a positive ethos;
  - d) To monitor student organisers, uniform, students on report, punctuality and equipment
  - e) To attend assembly as appropriate (unless travelling to the other campus)
  - f) To plan and deliver appropriate activities during form time
- To provide IAG and write statements/reports/references as required
- To communicate and consult with the parents of students and co-operate with external agencies, if necessary
- To fully participate in all aspects of Consultation Day
- To undertake other reasonable responsibilities delegated to the post-holder by the Principal or senior staff

**The post holder will be accountable to:**

Director of Learning

**Special Features**

- The post holder shall be required to work in any of the schools/academies within The de Ferrers Trust group of academies as directed by the Chief Executive
- Be a professional role model, and understand and promote the aims and values of the Trust.

**Professional Accountabilities (this list is not exhaustive and should reflect the ethos of the Trust)**

The post holder is required to be aware of and comply with policies and procedures relating to child protections, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person. In addition they are to contribute to the achievement of the Trust's objectives through:

**Safeguarding**

- Promote and safeguard the welfare of children and young people you are responsible for or come into contact with.

**Financial Management**

- Personally accountable for delivering services efficiently, within budget and to implement any approved savings and investment allocated to the service area.

**People Management**

- To comply and engage with people management policies and processes;
- To contribute to the overall ethos/work/aims of the Trust;
- To establish constructive relationships and communicate with other agencies/professionals;
- To attend and participate in regular meetings;
- To participate in training and other learning activities and performance development as required;
- To recognise own strengths, areas of expertise and use these to advise and support others.

**Equalities**

- To ensure that all work is completed with a commitment to equality and anti-discriminatory practice, as a minimum to standards required by legislation.

**Health and Safety**

- To ensure a work environment that protects peoples' health and safety and that promotes welfare and which is in accordance with the Trust's Health and Safety policy.

**Note 1**

The contents of this job description will be reviewed with the post holder on an annual basis in line with the Trust's appraisal and pay policy.

*Note 2:*

*In addition to the ability to perform the duties of the post, issues relating to safeguarding and promoting the welfare of children will need to be demonstrated these will include:*

- *Motivation to work with children and young people.*
- *Ability to form and maintain appropriate relationships and personal boundaries with children and young people.*
- *Emotional resilience in working with challenging behaviours and*
- *Attitudes to use of authority and maintaining discipline.*