



Role Profile & Person Specification

Job Title:	Classroom Teacher
Responsible to:	Head of Faculty
Terms and Conditions:	MPS/UPS

Our Vision

Our vision is to work together to help every child to develop into high achieving, confident, healthy, caring and resilient members of their family and community; creating a pathway to support their career aspirations, independence and contribution to society.

Our Qualities

Every member of our team is expected to demonstrate the ability to:

- Develop positive relationships with all children and adults
- Recognise and manage their own emotions, thoughts and behaviours and understand how these can impact others
- Be curious around the reasons behind others' behaviours, accepting all feelings and beliefs
- Understand others' emotions and thoughts and feel a natural desire to support
- Have the courage to reflect, make changes and be keen to learn

Core Purpose

- Contribute to the teaching of an appropriately broad, balanced, relevant and differentiated curriculum for students and to support the designated curriculum area as appropriate.
- Monitor and support the overall progress and development of students.
- Facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- Contribute to raising standards of student attainment.
- Share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.
- Take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school

Key Areas of Responsibility

- **Teaching and Learning**
- Undertake a designated program of teaching.
- Assist in the development of appropriate programs of study, resources, schemes of work, marking policies and teaching strategies in the Curriculum Area and Department.
- Contribute to the Curriculum Area and Department's Improvement and Development Plan.

- Plan and prepare courses and lessons.
 - Teach, students according to their educational needs, including the setting and marking of work.
 - Ensure that ICT, Literacy and Numeracy are reflected in the teaching/learning experience of students.
 - Promote good behaviour in accordance with the school's Rewards and Sanctions Policy and to encourage good practice with regard to punctuality, for all students, differentiating appropriately and using a range of teaching and learning methods.
 - Prepare and update subject materials under the direction of the Head of Department.
 - Contribute to the whole school's planning activities.
 - Assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of students, whilst meeting the requirements of examining and awarding bodies.
- **Assessment and Reporting**
 - Assess, record and report on the attendance, progress, and development and attainment of students and to keep accurate records.
 - Provide oral and written assessments, reports and references relating to individual students and groups of students.
 - Undertake assessment of students as requested by external examination bodies, departmental and school procedures.
 - Mark, grade and give written/verbal advice on how to improve.
 - Complete the relevant SIMS records to assist in the tracking of students.
 - Track student progress and use information to inform teaching and learning.
 - Communicate effectively with the parents of students as appropriate.
 - Follow agreed policies for communications in the school.
 - Take part in liaison activities such as Open Evenings, Options Evenings, Parents Evenings, Celebration of Success Evenings and liaison events with partner schools.
- **Resource Management**
 - Ensure that the resources are deployed efficiently within their teaching areas.
 - Assist the Head of Department to identify resource needs and to contribute to the efficient/effective use of physical resources.
 - Co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, department and the students.
- **Professional Development**
 - Take part in the school's staff development programme by participating in arrangements for further training and professional development which will have an impact on the Department SIDP.
 - Continue personal development in the relevant areas including subject knowledge and teaching methods.
 - Engage actively in the Performance Management Review process.
 - Engage with Learning Support Assistants fully (including sharing content of lesson plan SOW) so that the student receives the best possible opportunity to improve.
 - Work as a member of a designated team and to contribute positively to effective working relations within the school.



Sheringham High School

Holt Road, Sheringham, Norfolk NR26 8ND

Tel 01263 822363

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• **Other Specific Duties**

- Play a full part in the life of the school community to support its ethos and to encourage staff and students to follow this example.
- Support the school in meeting its legal requirements for worship.
- Comply with the school's Health and Safety Policy and undertake risk assessment as appropriate.
- Undertake any other duty as specified by STPCD not mentioned in the above.

Safeguarding

- Undergoing regular refresher training to ensure your safeguarding knowledge is as up to date as possible and in line with new guidance.
- Ensuring effective use of reporting and recording systems.
- Communicating with families on the school's policies and procedures, as well as any concerns or referrals where appropriate.
- Uphold statutory and school safeguarding measures at all times. Maintain a professionally curious attitude of "it could happen here" in every aspect of the role.
- To support the development and monitoring of student awareness of safeguarding.

Health and Safety

- Be aware of the responsibility for personal Health, Safety and Welfare and that of others who may be affected by your actions or inactions.
- Co-operate with the employer on all issues to do with Health, Safety & Welfare.

Continuing Professional Development

- In conjunction with the line manager, take responsibility for personal professional development, keeping up-to-date with developments related to school efficiency, which may lead to improvements in the day-to-day running of the school.
- Undertake any necessary professional development as identified in the School Improvement Plan taking full advantage of any relevant training and development available.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this role profile.

Employees are expected to be courteous to colleagues and students, providing a welcoming environment to visitors and telephone callers.

This role profile is current at the date shown but, in consultation with you, may be changed by the CEO or Board of Trustees to reflect or anticipate changes in the job commensurate with the grade and job title.

Person Specification	Essential	Desirable
Personal Attributes	<ul style="list-style-type: none"> • Relational • Self-aware • Curious • Accepting • Empathetic • Reflective • High Levels of drive and energy • High levels of interpersonal skills • Commitment to comprehensive education and high student expectations. • Ability to set and achieve realistic goals for students • Ability to support, motivate and inspire others. • Ability to impose calm. • Ability to work as a team. 	
Qualifications	<ul style="list-style-type: none"> • Graduate with Qualified Teacher Status • Recent relevant professional development 	<ul style="list-style-type: none"> • Higher Degree
Professional Knowledge and Understanding	<ul style="list-style-type: none"> • Special educational needs, code of practice (revised) etc. • Child protection issues • Strategies for school improvement • Strategies for developing effective teaching/learning • Strategies for ensuring good behavior. 	<ul style="list-style-type: none"> • Data analysis and target setting • Work-related, vocational and new 14-19 curriculum.
Skills	<ul style="list-style-type: none"> • Ability to think strategically and successfully implement agreed strategies. • Ability to analyse and solve complex issues with an eye for detail. 	



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Skills cont.	<ul style="list-style-type: none">• Ability to work effectively with staff, students, governors, parents and the community.• Ability to liaise and work with middle managers to promote the education of all children.• Ability to inspire and lead a class of students.• Ability to use Added Value data to promote learning and to set targets appropriate to pupils' abilities and needs.• Ability to liaise with outside agencies.	
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