

# Harrytown Catholic High School



## Job Description

### Transition Teacher

Responsible to: SENCO

### General Duties

- Ensure an outstanding Catholic educational experience for all pupils
- Continuously meet at least the minimum standards outlined in the DfE's Teacher Standards
- Comply with school policies and procedures
- Attend staff meetings, INSET days, Parents' Evenings and any other functions or meetings required
- Take responsibility for completing CPD and keeping up to date with developments relating to subject matter
- Establish effective working relationships with colleagues and set a good example for pupils through a high level of professionalism

### Teaching and Learning

- Set high expectations which inspire, motivate and challenge pupils by establishing a safe, supportive and stimulating environment to facilitate pupils transition from into secondary school and back into the mainstream classroom
- Demonstrate consistently the positive attitudes, values and behaviour which are expected of pupils
- Promote good progress and outcomes for pupils by being accountable for pupils' attainment, be aware of pupils' capabilities and prior knowledge, and demonstrate knowledge and understanding of how pupils learn and how this impacts teaching
- Demonstrate knowledge of an approach which allows pupils to gradually build confidence in transitioning to the mainstream classroom
- Deliver a bespoke curriculum that will ensure pupils are ready to take a full and active part in school life adapting as needed for the very bespoke needs of the transition class
- Demonstrate strong subject and curriculum knowledge and use this to secure learning in the classroom
- Demonstrate up to date knowledge of working with children with SEND and those who face difficulties in their life including trauma and social and communication difficulties
- Maintain an up-to-date knowledge and understanding in the subject and curriculum areas, and promote the value of scholarship
- Make good use of lesson time to promote and develop a love of learning and reflect systematically on the effectiveness of lessons and approaches to teaching
- Contribute to the design and provision of an engaging curriculum for those who may not be Key Stage 3 ready. This will include the teaching of a range of subjects
- Adapt teaching to respond to the strengths and needs of all pupils
- Make accurate and productive use of assessment and provide effective feedback



- Ensure a nurturing classroom environment in which the pupils have access to all necessary support and resources
- Establish strong relationships with pupils and parents to support achievement, attendance and the pupils' needs
- Manage behaviour effectively to ensure a positive and safe learning environment in accordance with the behaviour policy, implementing effective de-escalation and calming strategies in order to support pupils during times of crisis
- Make a positive contribution to the wider life and ethos of the school
- Develop effective professional relationships with colleagues and discuss individual pupils' needs with relevant members of staff, parents and external agencies, where appropriate
- Work with the SENCO to assess and meet the needs of all pupils in the transition class. This is to include cognition and learning needs, social, emotional and mental health needs, communication and interaction needs and anything else that is a barrier to accessing the mainstream classroom
- Work with Primary colleagues to aid and support transition from Key Stage 2 to Key Stage 3

## **School Ethos and Culture**

- Be a Form Tutor to an assigned group of pupils
- Promote the ethos of our school and maintain prayer and worship as being central foci during Form time
- Promote the general progress and well-being of individual pupils and of the Form Group as a whole
- Communicate, as appropriate, with parents/carers of pupils
- Contribute to the delivery of the Personal Development curriculum

## **Personal and Professional Conduct**

- Be responsible for knowing and/or finding out what the key features of professional practice are and keep abreast with latest developments through appropriate professional reading
- Operate at all times within the stated policies and practices of the school
- Take account of wider curriculum developments
- Establish effective working relationships with colleagues, parents, governors and other stakeholders and set a good example through your presentation and personal and professional conduct
- Participate in and organise extracurricular activities, such as outings, social activities and sporting events
- Contribute positively and effectively to the school's journey of continuous improvement

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As part of the conditions of employment, the post holder can be expected to undertake such other duties commensurate with the grade and/or hours of work as required by the Headteacher. These duties are not exhaustive or exclusive and may be varied provided that any other duties are appropriate to the grading level of the post.