

Job Specification

Academy : Leeds City Academy
Job Title: Teacher of EAL
Grade: UQ/MPS/UPS
Accountable to: Subject Leader EAL

Updated June 2019

Role:

To carry out the functions of a teacher at Leeds City Academy according to the ethos and expectations of the academy, in order to achieve our key aim of raising outcomes for all students.

You will teach class groups of EAL students who are recently arrived from overseas / New to English. You will join a well-established and successful EAL team to devise, differentiate and deliver high quality lessons which make rapid and sustained improvement in students' English acquisition and access to mainstream curriculums.

The numbers of EAL students continue to increase at the Academy and you will be a key part of the development and implementation of new schemes of work to target the most vulnerable newly arrived students.

Applications from newly qualified and/or enthusiastic, experienced teachers with or without QTS will be welcomed. This post may suit applicants with Primary, Modern Languages or TEFL backgrounds.

This post will also include general departmental administrative duties and may include leading on a specific area within EAL at our Academy: Induction. You must be willing to teach across the age range 11-16.

Please note that this job description should be read in conjunction with the National Core Standards for Teachers for main-scale post holders, and the post-threshold standards where applicable

NB: All post-holders at The White Rose Academies Trust are responsible for improving the outcomes for learners and upholding the ethos of the Academies. The five principles of the Children's Act: Every Child Matters guide the work of every adult working at or associated with Leeds City Academy.

General Duties and Responsibilities:

- Developing new schemes of work and learning resources for targeted intervention with the most new to English/schooling students which address language and learning from a range of curriculum subjects
- Delivering, as a part of the EAL team, training to Academy staff and supporting teaching colleagues in planning and delivery of lessons to EAL students in mainstream classes
- Delivering and improving our offer to newly arrived EAL students at early stages of English language acquisition
- Writing and disseminating reports about individual student's needs and progress
- Managing the induction process for new to English students
- Administrative tasks essential to the provision of EAL within the Academy
- Ensure outstanding progress for all students within groups taught through the planning and preparation of high quality lessons which engage, motivate and support learners and adhere to the Academy Teaching and Learning Standards
- Strive to deliver a consistently high standard of teaching and learning
- Take responsibility within own teaching areas, and in the execution of general duties, for the creation of a positive climate for learning which results in positive, respectful attitudes from students
- Consistently apply the academy Positive Behaviour policy to support all colleagues in establishing high standards of behaviour from students, and in order that students have parity of treatment and expectations in all areas of the academy
- Assess, record and report on the development, progress and attainment of students within the subject
- In consultation with the Subject Leader, contribute to the planning, design and production of high quality teaching materials and resources, appropriate to age and ability, in accordance with the Subject Strategic Action Plan
- Be a form tutor for a specified groups of students, establishing the rapport necessary to support the development of 'In Partnership' characters and moral, social, cultural and emotional development through the delivery of the PHSCE curriculum within form time sessions
- Make a strong contribution to agreed PHSCE areas as designated to the subject area through 'immersion' curriculum experiences

- Contribute to the wider life of the academy by participating in the provision of extension, enrichment and enhancement activities through a planned weekly programme
- Attend meetings, including parents' consultation sessions and Meet Your Form Tutor Day, and fulfil duties or rotas as specified in the Staff Handbook
- Implement all Academy policies with regard to registration, student absence, student uniform, use of planners and other routines as specified in the Staff Handbook
- Observe Academy rules relating to the safeguarding of students, health and safety requirements and equality policies
- Participate in full staff and area meetings, actively contributing to Academy decision making and consultation procedures
- Participate fully in the Academy Performance Management process, engaging in professional development activities which enhance personal performance, fulfil personal potential and contribute effectively to the implementation of the Academy's goal to be an outstanding place of learning
- Uphold the professional standards of dress, behaviour, attitudes and team spirit which will ensure that Leeds City Academy is a pleasant positive place to learn and work.

Equal Opportunities:

- To promote equal opportunities in Education in order that all children and families will gain optimum benefit from the service provided
- To promote and ensure that all students and young people are happy, healthy, safe, successful and achieve economic wellbeing

Generic Staff Requirements:

- Uphold the professional standards expected of every member of Academy staff in all dealings with colleagues, students, parents/carers and the wider community
- Adhere to the principles expressed in the aims of the Academy and its mission statement
- Actively contribute to the continued development of the Academy by attending training, participating in relevant meetings, and putting forward ideas for improvement
- Be a positive, collaborative team member
- Apply Academy policies in all aspects of the role
- Keep up to date with all aspects of the safeguarding children policy as it applies to the post

Whilst every effort has been made to explain the main duties and responsibilities for the post, each individual task undertaken may not be identified.

This job description is current at the date shown but may be changed by the Principal to reflect or anticipate changes in the job commensurate with the grade and job title.

All postholders are accountable through The White Rose Academies Trust Performance Management Policy. The Governors and Principals of the White Rose Academies Trust are committed to safeguarding and promoting the welfare of children and young people and ensuring that safer recruiting procedures are in place.

The White Rose Academies Trust is committed to safeguarding and promoting the welfare of its students and expect all staff and volunteers to share the commitment. Appointments will be subject to Safer Recruitment Procedures and a DBS check.

We promote diversity and want a workforce which reflects the population of Leeds. Applications are welcome from all, irrespective of sex, sexuality, race, religion, marital status, age or disability.

This job description will be reviewed annually. The post-holder may be required to take on additional responsibilities when necessary to ensure the effective running of the Academy.

Signed		Dated	
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