

<b>Post title</b>	<b>Teacher</b>
<b>Purpose</b>	To develop excellence in teaching and learning to accelerate progress for all students in care.
<b>Reporting to</b>	Curriculum Leader
<b>Responsible for</b>	Students in timetabled classes
<b>Liaising with</b>	Other Trust departmental staff and support staff
<b>Contract type</b>	Full time, Permanent, Trust contract. Competitive salary based on experience

**This job description should be read alongside the range of duties of teachers set out in the annual School Teachers' Pay and Conditions Document.**

<b>General Information</b>	
<b>Equality of Opportunity</b>	<ul style="list-style-type: none"> <li>As a member school staff to take individual and collective professional responsibility for reinforcing and promoting a working environment free from bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and contributions of all employees are recognised and valued.</li> <li>To ensure the development and progression of equality within the sphere of responsibility of this post and the fair and equal treatment of all colleagues, children, parents and visitors.</li> </ul>
<b>Confidentiality and Data Protection</b>	<ul style="list-style-type: none"> <li>To treat all information acquired through employment, both formally and informally, in strict confidence.</li> <li>To be aware of the school's responsibilities under GDPR 2018 and the Data Protection Act 2018 for the security, accuracy and relevance of personal data held on such systems and ensure that all processes comply with this.</li> </ul>
<b>To contribute as an effective and collaborative member of the School and Trust</b>	<ul style="list-style-type: none"> <li>To participate in the ongoing development, implementation and monitoring of the Trust improvement plans.</li> <li>To create a climate which enables staff and students to develop, challenge and support each other, resulting in positive professional growth.</li> <li>To attend regular meetings as required and make a positive contribution during meetings, including meetings outside of normal school hours.</li> <li>To contribute to the effective daily working of the school.</li> <li>Any other duties as reasonably required by any leader of the school.</li> </ul>
<b>Child Protection</b>	<ul style="list-style-type: none"> <li>Being aware of and complying with policies and procedures relating to child protection reporting all concerns to an appropriate person.</li> </ul>
<p><b>Main duties:</b></p> <p>The post holder will be expected to match the characteristics described in the DfE Teaching Standards and will be required to exercise his/her professional skills and judgement to carry out, in a collaborative manner, the professional duties set out below. Whilst this job description gives an indication of the range of responsibilities, it should not be regarded as definitive.</p> <p>Specific duties include:</p>	

<b>Professional behaviour</b>	<ul style="list-style-type: none"> <li>• To maintain high standards of professional behaviour towards colleagues, students and parents/carers</li> <li>• To be a role model for students</li> <li>• To develop a relationship with students which is professional and caring</li> <li>• To maintain an appropriate and professional distance with students in more informal situations</li> </ul>
<b>Preparation</b>	<ul style="list-style-type: none"> <li>• For each course taught, to write and/or work with others to write, schemes of work, which address the requirements of the syllabus/curriculum being followed, in an organised manner, making provision for variety in learning styles and assessment activities</li> <li>• To plan lessons which are well-structured and varied, meeting the learning needs of all students and enabling them to be confident in their learning and make rapid and sustained progress</li> </ul>
<b>Teaching</b>	<ul style="list-style-type: none"> <li>• To fully implement all school routines and techniques for creating a culture of high expectations</li> <li>• To take responsibility for behaviour before and during lessons</li> <li>• To ensure that students enter the lesson in an orderly, respectful and appropriate manner, and that the tone is set for a purposeful lesson</li> <li>• To manage behaviour in accordance with the Trust's Behaviour for Learning Policy, ensuring that rewards and sanctions are used consistently as described within the policy</li> <li>• To communicate learning objectives clearly to students</li> <li>• To teach engaging and effective lessons that motivate, inspire and improve student attainment</li> <li>• To provide a variety of learning activities which maintain interest and meet the needs of individual students</li> <li>• To deliver personalised learning for all students</li> <li>• To ensure that enterprise skills are embedded within the learning</li> <li>• To ensure that students are fully engaged in their learning for the entire lesson and have the opportunity to learn independently</li> <li>• To use assessment activities which test the learning of students and feedback to them in a way to strengthen their understanding and to make them confident in their learning</li> <li>• To produce/contribute to oral and written assessments, reports and references relating to individual and groups of students</li> <li>• To ensure that all students achieve at least expected progress and the majority of students make more than expected progress</li> <li>• To develop one's own teaching practice to a level of advanced proficiency</li> <li>• To ensure that students leave the lesson in an orderly manner and to take responsibility for behaviour at the end of lessons</li> </ul>
<b>Assessment</b>	<ul style="list-style-type: none"> <li>• To monitor students' work regularly and to mark in accordance with the Trust's Marking Policy</li> <li>• To use assessment in lessons in line with the Trust's Assessment Policy</li> <li>• To develop assessments, and/or to work with others to develop assessments, so that student progress can be monitored in accordance with the Trust's Assessment Calendar and in accordance with its Assessment Policy</li> </ul>

<b>Student progress</b>	<ul style="list-style-type: none"> <li>To monitor student progress against targets and to ensure progress is made</li> </ul>
<b>Personal development</b>	<ul style="list-style-type: none"> <li>To take responsibility for keeping up-to-date with subject knowledge (to degree level) and in maintaining personal professional development</li> <li>To develop one's own teaching practice to a level of advanced proficiency</li> </ul>
<b>Trust development</b>	<ul style="list-style-type: none"> <li>To contribute to the effective daily working of the school.</li> <li>To support the Trust's aims and to carry out its policies</li> <li>To support the Trust in implementing its Development Plan</li> </ul>
<b>Duties</b>	<ul style="list-style-type: none"> <li>To carry out duties in accordance with published schedules, or in response to reasonable requests within the scope of directed time</li> </ul>
<b>Other specific duties:</b>	<ul style="list-style-type: none"> <li>To contribute to the enrichment and extra-curricular programmes</li> <li>To continue personal development as agreed in Teacher Performance Management processes and within the Trust Improvement Plan</li> <li>To engage actively in the Teacher Performance Management process</li> <li>To address the targets set by the line manager</li> <li>To play a full part in the life of the school and Trust community, to support its distinctive aim and ethos and to encourage staff and students to follow this example</li> <li>To promote actively the Trust's corporate policies</li> <li>To show a record of excellent attendance and punctuality</li> <li>To adhere to the Trust's Business Dress Code</li> <li>To be involved in 'out-of-school' hours' activities as required</li> <li>To promote and implement the Trust's Equal Opportunities Policies in all aspects of employment and service delivery</li> <li>To assist in maintaining a tidy, healthy, safe and secure environment and to comply with the Trust's Health &amp; Safety Policy, undertaking risk assessments as appropriate</li> <li>To promote parental and community involvement in the life of the Trust, including attending Parental Consultation evenings and other curriculum/pastoral events as required</li> <li>To attend regular meetings before and after Trust hours, including morning briefings</li> <li>To undertake any other duty as specified by the Principal/Head of School not mentioned in the above</li> <li>Additional specific responsibilities may be allocated on appointment on consideration of the strengths of the successful candidate and the needs of the Trust.</li> </ul>
<b>(Tutoring)</b>	<ul style="list-style-type: none"> <li>To carry out the role of Form Tutor in accordance with the tutorial procedures set out in the Trust's Behaviour for Learning Policy</li> <li>To care for students in the tutor group, to know them individually and to aim to develop high standards of self-discipline</li> <li>To liaise closely with Heads of Year and Pastoral teams and to ensure that tutorial practice aligns with Trust policy</li> <li>To be a point of contact with parents/carers and to respond promptly to enquiries from parents/carers</li> </ul>

**Review and Amendment:**

This job description is normally subject to annual review. Subject to the provisions of the School Teachers' Pay and Conditions Document, it may be amended at the request of the Altius Trust or the CEO of the Altius Trust but only after full consultation between all parties. It will be signed if agreement is reached.

In order to succeed in this role, a candidate will need:	T/E/D	Evidence
<b>Training/Qualifications/Experience</b>		
Qualified Teacher Status (QTS)	E	A
Degree or equivalent qualification	E	A
Recent participation in relevant CPD activities	E	A/I
Successful teaching experience in the 11-16 phase	E	A/I
<b>Evidence of being, or having the potential to be, an outstanding teacher of the subject.</b>	T	A/I
<b>Qualified to teach and work in the UK</b>	T	A/I/S
<b>This post is subject to an enhanced Disclosure &amp; Barring Service check.</b>	T	A/I/S
<b>Professional Knowledge and Understanding</b>		
Up to date knowledge in the curriculum area	E	A/I/S
An understanding of what an outstanding education looks like in the classroom	E	A/I/S
An excellent understanding of current, relevant issues and developments within education	E	A/I
Knowledge of strategies for raising achievement of students	E	A/I
Understanding of strategies to develop effective Teaching, Learning and Assessment practice in a school setting.	E	A/I
To be a caring and committed professional who has the highest expectations of all students	E	A/I/S
<b>Abilities/Skills/Qualities</b>		
To be an excellent classroom practitioner	E	S
Effective and systematic behaviour management, with clear boundaries, sanctions, praise and rewards	E	A/I/S
To be able to articulate a clear vision for high quality education	E	A/I
Ability to form strong working relationships	E	A/I/S
Strong analytical and problem-solving skills	E	A/I/S
The ability to monitor, evaluate and challenge using a range of evidence	E	A/I/S
To be able to plan, prioritise and implement organisational strategies, making the best use of resources	E	I/S
Ability to offer enrichment activities for students	D	A/I
Excellent communication skills with the ability to relate to all sectors of the Trust community and external stakeholders	E	I/S
The ability to enthuse, inspire, support and motivate others	E	I/S
<b>Safeguarding and welfare of the Trust community:</b>		
The ability to maintain appropriate relationships with all members of the Trust	E	A/I
The ability to manage student and colleagues' behaviours in a positive way	E	A/I
Commitment to equality of opportunity and the safeguarding and welfare of all students	T	I
<b>Other requirements:</b>		
To be able to successfully collaborate with colleagues across the Trust and in different organisations	E	A/I
Energy, tenacity and the ability to work under pressure	E	A/I

**T = Threshold (Minimum requirements), E = Essential, D = Desirable**

**A = Application, I = Interview, S = Selection Activities (e.g. Lesson Observation)**