

Job Description – Teacher

Reports to: Principal and Assistant Principals

Location: Three Bridges Education Limited

Salary: Competitive

Hours: 40 per week

Main Purpose of the role:

Every member of staff plays a significant part in the learners' ability to achieve their full potential and positive outcomes whilst at Three Bridges School. To do this we need to work collaboratively with multi-agencies and always as a team, which is essential to the learners' success and achievement.

Strategic direction

- Develop and implement policies for your subject in line with our school's commitment to high-quality teaching and learning.
- Promote the subject, its importance, and the value that it brings across the school.
- Have a good understanding of how well the subject(s) is being delivered and the impact it has on learner achievement.
- Use this understanding to feed into the school development plan and produce an action plan for the subject.
- Promote learners' spiritual, moral, social, cultural, physical and mental development alongside British values in the teaching of the subject(s).
- Consult learners, parents and staff about the subject and its effectiveness, and assess the feedback against the school's values, visions and aims.
- Work with the senior leadership team to ensure the curriculum matches the needs of different learners, such as disadvantaged learners and those with special educational needs and/or disabilities (SEND)
- Promote careers education through the subject and ensure that teaching and learning illustrates how the subject might lead to career opportunities.
- Utilise support staff to ensure there is a framework for deployments and that learning support assistants are deployed effectively.

Leading the curriculum

- Develop and review regularly the vision, aims and purpose for your subject.
- Oversee the planning of the curriculum content, ensuring it is well sequenced to promote learner progress.
- Ensure the planned curriculum is effectively and consistently implemented in all learning groups.
- Make sure there is an effective system of assessment that oversees the progress of learners to ensure the curriculum has a positive impact on learners' learning.
- Have an overarching responsibility for learners' achievement and standards in the subject area.
- Design and oversee impactful interventions.

Leading and supporting staff

- Keep staff informed on any developments or changes within your subject and/ or learners.
- Provide support to staff regarding teaching and learning, resources, and planning in the subject area.
- Liaise effectively with exam boards to ensure that support staff understand and are familiar with the curriculum which is being delivered.
- Support Learning Support Assistants to make accurate assessments, manage internal and external moderation, and complete internal moderation exercises.

Pastoral and Teacher responsibility

- To build pastoral relationships with families and communicate effectively.
- To be the point of contact for a specific group of learners.
- To oversee 1:1 for all relevant learners and ensure to a high-quality teaching practice.
- To oversee and monitor the progression of learner's IEPs.
- To monitor standards of learner's code of conduct.
- Support Learning Support Assistants with behavior management and pastoral issues

Efficient and effective deployment of resources

- Create a safe, welcoming environment and take care of the learning space, ensuring displays are stimulating, of high quality, and inspire curiosity in learners.
- Audit, check and manage resources to ensure they are up to date and match learner and curriculum needs.
- Manage the subject budget effectively to ensure it is spent on resources that add value and enhance the learning experience.
- Prepare appropriate resources for remote learning to ensure the curriculum can be delivered to learners learning from home due to extenuating circumstances.

Health and Safety:

- Working safely and hygienically at all times, within health and safety guidelines and policies.
- To report any health or safety concerns to the appropriate person.
- To ensure the school is kept clean and tidy at all times.
- To undertake food hygiene certificate and implement all food hygiene legislation.
- Dress in accordance with the Three Bridges School Dress Code.
- To be aware of the first aiders.
- To ensure all risk assessment are followed.

Partnership Working:

- Sustain and develop positive working relationships with all areas of the school.
- Implement/monitor and contribute to joint initiatives as required.
- Celebrate and share success with learners, colleagues and parents/carers.

Equality and Diversity:

- Ensure equality in the workplace regardless of race, age, disability, gender, sexual orientation or religious belief.
- Support people to express their individuality and uniqueness in all areas of life.

General:

- To act as an ambassador for Three Bridges School, representing the school positively at all times at events and meetings.
- To undertake ongoing continued professional development.
- To uphold the values and ethos of the school.
- To undertake such duties and responsibilities reasonably consistent with the role as may be required from time to time by management.
- Follow Three Bridge's Education and Melrose Education policies and procedures, paying particular attention to safeguarding, confidentiality & health and safety.
- To attend all staff meetings as directed by Line Manager.
- To attend regular supervision sessions with Line Manager.
- Attend team meetings as required.
- Undertake any relevant training as identified including individual and group training, INSET days and Twilight sessions as directed.

Qualifications and experience required for this role: See Personal Specification

PERSON SPECIFICATION

Requirement	Essential	Desirable	Testing Method
1. Qualifications	GCSE English Maths C/4 or equivalent QTS/ QTLS or PGCE	A Level / Degree in Subject area	Certificate Application form
2. Experience	Successful experience of teaching in a school environment	Working in a SEN/SEMH school	Application form Interview
3. Knowledge and skills	Good Understanding of Subject area Understanding of examination requirement Good IT Skills Ability to meet learners' individual needs Good understanding of safeguarding practice. Good standards of written and verbal English Organised Pro-active	Understanding of SEN & experience of working with learners in SEN environment Awareness of local and national organisations that can provide support with delivering the subject	Application form Interview questions
4. Competence	Professional Ability to follow procedures/policies Ability to work as part of a team and independently		Interview questions

5. Personal Qualities	Learner focused Team player. Can work under pressure and prioritise effectively. Emotionally robust Resilient Sound communicator Driven Innovative Flexible Sense of humour		Interview questions
6. Other		Full Driving License & access to own vehicle	Document verification

Note:

This Job Description sets out the duties of the post at the time when it was drawn up. Such duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify reconsideration of the salary for the post.

This job description may be amended at any time in consultation with the postholder.

Reviewed January 2024