**JOB DESCRIPTION & PERSON SPECIFICATION**

**JOB TITLE – Physical Education Teacher (Boys) and SLT Responsibilities**

*Job Description*

JOB PURPOSE

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| * To lead Behaviour and Pastoral care in the school reporting to the Head Teacher
* To ensure and maintain excellent standards of student attainment and achievement
* The role is central to the implementation and promotion of Self Directed Learning (SDL) and the delivery of excellent teaching and learning
* Provide day-to-day leadership, inspiration and management, and maintain excellent teaching practice
* To support the subject leader to develop the curriculum area
* To ensure documented lesson plans are delivered to meet the outcomes as set out in the relevant Focus Learning Trust (FLT) PE curriculum and the relevant GCSE and A-Level Examination Board specifications
* To contribute to the provision of an appropriately broad, balanced, relevant and differentiated curriculum for pupils studying in the curriculum area, in accordance with the aims of the school and the curricular policies determined by FLT, the Trustees and the Senior Teacher of the school
* To uphold the school’s agreed Behaviour Management system in the area so that effective learning can take place
* To monitor and support the progress and development of pupils within the curriculum area
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DUTIES

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| **Specific TEACHING DUTIES** * To teach across the age and ability range from Key Stage 3 to Key Stage 4
* Ensure teaching and learning activities are well planned, appropriately pitched and differentiated to meet the needs of all learners incorporating principles of SDL.
* Provide a stimulating learning environment, where resources can be accessed appropriately by all pupils which is safe and conducive to learning
* Promote a culture for learning in which everyone takes responsibility for a high standard of student behaviour
* Maintain good order and discipline amongst pupils, in accordance with the school’s behaviour policy
* Keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning
* Set homework and mark work in line with the current school policies
* Attend and participate in staff meetings as requested by the Head Teacher
* Maintain a high standard and equitable approach to student welfare and behaviour management in line with the current school policy
* Consistently demonstrate a high standard of organisational skills in all areas of responsibility
* Utilise up to date knowledge and experience in all aspects of the curriculum and assessment, looking at new and innovative learning styles such as SDL

**SPECIFIC MANAGEMENT DUTIES*** Lead the development and provision of best practice Behaviour Management and Pastoral care across all year groups reporting to the Head Teacher
* To ensure high levels of pupil attendance and punctuality
* To actively engage and lead a team of experienced, motivated and skilled practitioners
* Be part of the Senior Leadership Team
* Lead the Tutor team
* Lead the PSHE programme
* Lead on SMSC and British values
* Provide Pastoral leadership for Years 3-13
* Be responsible for whole school student attendance
* Be the school’s ‘Educational Visits Co-ordinator’
* Support whole school initiatives and encourage others to do the same
* Lead, coach and support others in developing SDL appropriate schemes of work, assignments and practices, including use of Canvas.
* Actively engage with the local community to develop contacts and visits.
* Support the effective implementation of the agreed education programme including the overall development and well-being of individual learners of all abilities
* Cooperate with the Head Teacher on Management of Performance activities such as lesson observations and work scrutiny
* Ensure current high standards are maintained and progressed in all areas
* Support, review and actively implement agreed school policies and guidelines
* Be a role model in VC teaching, able to teach, support and coach colleagues
* Lead post-16 as a tutor and by overseeing the post-16 extra-curricular (CAP) / Enrichment programme
* Deliver LAMDA as appropriate

**General Duties*** Participate in the performance management system for the appraisal of own performance and the performance of others
* To perform such other duties as may be requested from time to time, commensurate with the role
* Uphold and promulgate the Focus ethos within all areas of responsibility
* Contribute to, share in and promote the wider and longer-term vision of FLT and OneSchool.
* To promote equality, diversity and inclusion and demonstrate this within the role, adhering to the FLT Equal Opportunity Policy
* Comply with and support the implementation of all School and FLT policies
* To adhere to Health & Safety Policies and ensure all tasks are carried out with due regard to Health and Safety
* To work with due regard to confidentiality and the principles of Data Protection, encouraging others to do the same
* To maintain extremely high and rigorous standards in Safeguarding and Child Protection and ensure all other staff do the same

**PERSONAL Duties*** To set an example of positive personal integrity and professionalism, with positive, appropriate and effective communications and relationships at all levels
* Ensure high standards are maintained, progressed and promoted in all areas of work
* To undertake appropriate professional development and positively participate in the appraisal of own performance
* Communicate and co-operate effectively and positively with specialists from outside agencies where applicable
* Attendance at meetings as appropriate

**SAFEGUARDING** |
| Focus Learning Trust and its affiliated schools are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. The post is subject to an enhanced DBS check with appropriate Barred List checks, or the equivalent enhanced criminal records check.  |

Reporting To

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| * Reporting to Head Teacher and Subject Leader
* Leading and managing staff as agreed with Head Teacher
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| **Employee Signature:** |  |
| **Line Manager Signature:** |  |
| **Date:** |  |

ISSUED BY

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| Focus Learning Trust Issue date: May 2019 |

**PE Teacher (Boys) and SLT Responsibilities**

Person Specification

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|  **Specification** | **Essential** | **Desirable** |
| **Experience and Knowledge** | * Recent experience of teaching a range of classes from KS2 to KS5
* Participation in recent Professional Development.
* Experience of providing appropriate support for SEN pupils.
 | * Experience of working in a through school
* Experience of working with Self Directed Learning (SDL)
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| **Education and Qualifications** | * Qualified Teacher status
 | * NPQSL or above
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| **Skills and Abilities** | * Good communication skills written and verbal
* Good organisational skills
* A positive role model of professional practice and conduct of others
* Ability to use the SDL pedagogy
 | * Experience of teaching via VC or similar media
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| **Training** | * Willingness to undertake relevant training and identify own development needs
* Committed to ongoing CPD and Professional development
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| **Attributes and Attitudes** | * Flexible approach and positive attitude towards work
* Punctual and reliable
* Ability to adapt to changes in the workplace
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| **Equality, diversity and inclusion** | * Knowledge, understanding and commitment to equality, diversity and inclusion informed by practical experience and application
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| **Safeguarding**  | * Knowledge, understanding and commitment to safeguarding and promoting the welfare of students
* Ability to form and maintain appropriate relationships and personal boundaries with students
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The post holder will be required to complete an enhanced Disclosure Barring Service (DBS) Check with appropriate barred list checks, or the equivalent, and must be eligible to work in the UK.

Focus Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

All staff are expected to be committed to the Equal Opportunities Policy.