



Job Description

Job Title: Unqualified Teacher
Responsible to: Head of Gateway
Grade: UNQ scale

1. Main Purpose of the job

To support the Head of Gateway with daily tasks to ensure the smooth running of the school day, by consistently implementing our expectations. Lead and support the learning of our students in your subject both at KS3 and KS4, including at GCSE level.

The ability to plan and deliver high quality, differentiated and engaging lessons is a necessity. The successful applicant will be flexible, a team player, professional and a role model to our students.

The role will include:

- Planning and delivering lessons at KS3 and KS4.
- Liaise with staff at New line Learning Academy and Cornwallis Academy to share best practice.
- Assist the Head of Gateway with assessment, monitoring and tracking of students, maintaining accurate records. Records should be data driven showing impact.
- Support the delivery of other aspects of the Gateway curriculum, for example PSHE and our Careers programme.
- Supporting students through the Gateway mentoring programme.
- Supporting teachers, students and parents/carers through clear lines of communication.
- Contributing to the care, guidance and support of the Gateway students.
- Ensuring our Trust Safeguarding policy is adhered to.
- Contributing to the smooth daily running of Gateway, through supporting and consistently implementing the Gateway behaviour policy.

2. Accountability

- Lead and support learning to engage students in differentiated activities to ensure the learning and progress of each individual.
- Ensure the Safeguarding Policy is adhered to.
- Ensure inclusion and acceptance of all students within the learning environment in order to promote equal opportunities.



- Ensure effective behaviour management techniques are used to uphold the learning environment, applying the schools Behaviour Management Policy.
- Act as a role model and set high expectations of conduct to the students.
- Be involved in CPD for own professional development.
- Formulate strategies to solve problems that arise at Gateway to provide consistent and effective support on a daily basis.
- Participate in training and other learning activities as required and attend relevant meetings in order to keep up to date with the latest learning environment management techniques and continue to develop professionally.
- Be aware of and comply with policies and procedures relating to child protection, equal opportunities, health and safety, security, confidentiality and data protection, reporting any concerns to the appropriate person, to maintain a safe and secure learning environment for students.
- Assist in the implementation and delivery of individual interventions to support students.
- Promote positive behaviour patterns, raise self-esteem and improve independent working in students to assist in their education and growth.
- Develop, and where necessary prepare the classroom and materials to ensure effective and efficient teaching.
- Accompany staff and students on visits, trips and out of school activities.
- Undertake other reasonable duties that are consistent with both the job title and job description and are directed to be completed by the Head of the Gateway.

3. Person Specification

- Successful recent experience of working with students of relevant age.
- Good standard of Education.
- Excellent interpersonal skills, both verbal and written.
- Previous experience of working within a supported learning environment.
- Must be able to use own initiative, work independently in an orderly manner, motivate and inspire others with a creative approach to problem solving.
- Understanding of relevant policies, codes of practice, legislation.
- Ability to apply behaviour management policies and strategies which contribute to a purposeful learning environment.
- Ability to plan, lead and support differentiated learning.

Health and Safety

So far as is reasonably practicable, the postholder must ensure that safe working practices are adopted by employees, and in premises/work areas for which the postholder is responsible, to maintain a safe working environment for employees and students.



Safeguarding Statement

Future Schools Trust is committed to the safeguarding of all of its young persons and expects all staff, volunteers and adults to work within the parameters of the policies and procedures as agreed by the Full Governing Body to ensure the safety of all young persons within its care.