



TUDOR GRANGE ACADEMY SOLIHULL

Classroom Supervisor

Job Description

**Grade 4 Point 7-11
£24,294-£25,979**

**Full time, Permanent
Mon - Fri
(08:15am –3:15pm)
32.5 hours/39 weeks
Term Time only**

Core Purpose

Our vision is to provide a world-class education which develops the potential of all students, no matter what their starting point.

The aim of the Academy is to maintain high academic outcomes by creating an environment where every child has the desire and the opportunities to reach their academic potential, whilst develop as individuals who demonstrate the Tudor Habits and Values and who can navigate the various challenges of life with integrity, morality and kindness.

To take responsibility for classes when teachers are absent.

Core Responsibilities:

- Positive attitude to continuous improvement
- Leading by example
- Effective communication skills
- A willingness to embrace change.
- Excellent organisational skills

Specific Responsibilities:

- To report to the member of Associate Staff responsible for day-to-day cover to get the details of the lessons that you will be covering that day.
- To check which Tutor Group, you will be covering for registration.
If cover lessons are known in advance, endeavour to see the member of staff concerned to discuss the work to be undertaken.
- To ensure that registers are taken for all the lessons you are covering.
- To provide the teacher being covered with feedback on the lesson and work undertaken.
- To supervise the class being covered and maintain discipline.
- If no cover is required during a particular lesson, you will be expected to support curriculum areas completing tasks such as filing, entering data and displays. You will also be expected to carry out supervisory duties at various times of the day.

Outcomes:

- High standards
- Academic and personal achievement for all pupils
- Effective teamwork.

Line Manager

College Leader with responsibility for Associate Staff