Stewards Academy

Job Description

Position: Classroom Teacher

Line Manager: Head of Department

Performance Management Reviewer: Senior Leadership Team

Key responsibilities

The postholder will meet the requirements as specified in the Conditions of Service for Teachers and is responsible for being aware of such requirements.

The teacher is to carry out the responsibilities as defined within the Conditions of Service for School Teachers. In addition the teacher is responsible for the following actions:

Job Purpose: To improve the community we serve one student at a time. Teachers are capable of changing lives and we are committed to doing just that. A teacher must ensure the highest possible outcomes whilst making sure that no one is left behind.

- To support the implementation of the school's Learning and Teaching policy together with all other school policies.
- To build positive relationships with students and parents, using strategies that are informed through Trauma Perceptive Practice and Positive Regard.
- To assess, record and report on the development, progress and attainment of students in line with the assessment policy of the school.
- To ensure that teaching is adapted to ensure the progress of all students, especially those special educational needs and the academically more able.
- To use performance data to evaluate student achievement outcomes and to identify areas for improvement.
- To promote and facilitate the general progress and wellbeing of individual students in assigned teaching groups, providing educational guidance on matters relating to their subjects.
- To liaise effectively with parents/carers as to their child's progress and achievements.
- To secure a standard of behaviour which enables students to learn in a calm, and safe classroom environment.
- To provide enrichment activities beyond the classroom that help to enhance cultural capital and widen student's perceptions of the subject and beyond.

Whole School

- To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager
- To comply with individual responsibilities in accordance with the role for health & safety in the workplace

- Ensure that all duties and services provided are in accordance with the School's Equal Opportunities Policy
- The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment

Well Being and Mental Health

As a member of staff at PCLC, we take responsibility for looking after our own mental health and wellbeing and that of other adults and children by:

- Supporting and adopting evidence-based practice from credible organisations (eg Mind) which have been proven to improve and sustain positive mental health and wellbeing for children and adults
- Developing a better knowledge and awareness of how children's mental health can impact on their wellbeing and development
- Managing our own health and wellbeing, by adopting good health behaviours (for example in relation to diet, exercise, alcohol consumption and smoking)
- Informing a line manager or mental health first aid team member if concerned about the mental health or wellbeing of ourselves or of others
- Tackling and challenging any stigma regarding mental health and offer support, kindness and understanding to others in need

In addition to the above areas, the postholder is responsible for the following actions:

Liaising with: Line Manager, other relevant support staff, Subject Staff, Pastoral staff, LA staff, parents/carers and outside agencies as and when required.

Health and Safety

1. To assist with the carrying out of risk assessments
2. To ensure that Health and Safety policies and procedures are followed

Pastoral System

1. To liaise as appropriate with Pastoral Staff on Pastoral Related issues
2. To contribute to the pastoral system as a form tutor

Other specific duties

1. To play an active part in the life of the school community

The job description is current at the date shown, but in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and the job title

Stephen Drew
Headteacher
September 2024

Person Specification

Person Specification: Classroom Teacher	Essential	Desirable	Evidence source
Qualified Teacher Status (or pending PGCE/QTS outcome)	✓		Application
Evidence of knowledge and capabilities relating to the teaching of the subject.	✓		Application
Clarity of purpose and a student-centred vision	✓		Application Reference Interview
Good personal and interpersonal skills	✓		Reference Interview
Good oral and written communication	✓		Application Interview
Good time-management and personal organisation	✓		Reference
Must support the school's aims and values, setting a good example of attendance, punctuality and appearance	✓		Reference Interview
An effective teacher who has a good rapport with students of all abilities	✓		Reference Teaching task
The drive, passion and ability to become a truly great teacher	✓		Application Reference Interview Teaching
Passionate about the learning and achievement of every student	✓		Reference Interview
Confident about using data to improve levels of achievement	✓		Application Reference Interview
Good personal word-processing and other ICT skills		✓	Application Reference