

Role title: Teacher

Reporting to: Headteacher

Role outline and accountabilities

Lead and coordinate the delivery of a subject or subjects across the school, including promoting and engaging with learners in your subject area/s and working with the team of teaching staff and support staff. You will assist across all aspects of the curriculum to promote a healthy and supportive working environment and help Pivot achieve the highest of standards and continue to deliver the best for the learners.

Responsibilities

Teaching

- Have accountability for leading, managing and developing the curriculum across your subject area/s in a caring, supportive, purposeful and stimulating environment. Identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations.
- Responsible for attainment and progress in your subject area/s for all learners in line with individual needs and agreed targets.
- Plan and prepare lessons in order to deliver the National Curriculum, and other accredited areas, ensuring effective breadth and balance that are judged good.
- Maintain good order and discipline among the learners, keeping them safe and safeguarding their health and safety.
- Organise and manage groups or individual learners, ensuring differentiation of learning needs, reflecting all abilities.
- Plan opportunities to develop the social, moral, emotional and cultural aspects of students' learning.
- Develop and maintain a regular system of monitoring, assessment, record keeping and reporting of learner's progress.
- Manage the use of support staff within the classroom.
- Ensure learners attain, achieve and make appropriate rates of progress as determined by agreed targets.
- To participate in staff meetings as required.
- To communicate and consult with parents over all aspects of their child's education – academic, social and emotional.
- To cover in the absence of a colleague.
- If required, to be a mentor to a learner or group of learners and communicate regularly with parents.
- To partake in the quality assurance of the school and promote without prejudice the agreed policies of the school.
- Communicating an exciting and stimulating shared vision, which fits within the overall Pivot strategy, and inspires and motivates learners, staff and all other members of the school community
- Ensure that all statutory requirements as defined by DFE/ISA, and other external bodies are actioned.
- Embed a culture of positivity and motivation
- To treat all learners with dignity, observe proper boundaries and understand that every adult in the academy has a responsibility to safeguard children and young people.
- To undertake other roles or responsibilities as determined by your line manager.

Administration

- To maintain individual learner records as necessary and ensure that they are kept up to date.
- To monitor learner behaviour, attendance and achievement and, in consultation with key staff, decide on appropriate sanctions, interventions and rewards.

- To monitor incidents where learners require positive handling and ensure appropriate recording and reporting takes place in accordance with school policies.
- Plan revision sessions, prepare learners for examinations, and secure appropriate access arrangements by liaising with the SENCo.
- To promote and actively support Pivot's responsibilities towards mental health and wellbeing of our learners, your colleagues and your own mental health.

Person specification

The person specification outlines the main attributes needed to adequately perform the post specified. It is intended to give prospective candidates a better understanding of the post's requirements. It will be used as part of the recruitment process in identifying and shortlisting candidates.

Attributes	Essential	Desirable
Qualifications and experience	• QTS • Teaching degree or PGCE • Experience teaching across an age group • Experience teaching SEMH/ASC learners • Evidence of being able to build and sustain effective working relationships with young people, staff, parents/carers and the community	
Knowledge and understanding	• Knowledge of National Curriculum • Knowledge of positive relationship building • Ability to deliver a differentiated curriculum to learners	• Knowledge of Arbor and other education databases • Understanding current educational issues and initiatives
Skills and abilities	• Excellent administration skills • Good IT skills • An ability to keep accurate and up to date records • Good behaviour management skills • Ability to work under pressure and meet deadlines • Superb organisation skills and the ability to prioritise independently • Good communicator both verbally and in writing to a variety of audiences • Able to handle confidential and highly sensitive information	
Personal qualities	• Reliability and integrity • Adaptability to changing circumstances / new ideas • Commitment to the safeguarding of our students • A commitment to inclusive education • Resilience and perspective • Empathy and respect towards others • Willing to work flexibly to support students	• Determination to succeed and the highest possible expectations of self and others