

## **JOB DESCRIPTION**

### **TEACHER**

<b>Job Title:</b>	<b>Lead Teacher of EAL</b>
<b>School Phase:</b>	Secondary
<b>Reporting to:</b>	This post holder will report to the Vice Principal/Director of SEND
<b>Reporting Lines:</b>	This post holder will have the SEND coordinator reporting to them
<b>Grade:</b>	Teachers' Main Pay Scale or Upper Pay Scale (dependent on experience)

#### **Role Purpose:**

- To ensure that pupils with English as an additional language are well supported in order to transition to mainstream school rapidly by implementing language support;
- To work closely with the admission team, Vice Principal and Director of SEND to respond to the needs of any new admissions and provide appropriate support and intervention;
- To provide small group intervention to accelerate progress in English for those working between BAND A - C;
- To work closely with the EAL coordinator to continue to provide high quality pastoral care to students with EAL who may be new to the country and to the school;
- To work closely with the SEND team and exams to ensure access arrangements are appropriate, meet the needs of the pupils and are implemented correctly;
- To ensure that Turner Schools are places where all children thrive and knowledge matters by upholding and modelling The Trust's values in all aspects of the role;
- To plan and deliver exceptional lessons to ensure that the school's values of Teamwork, Fairness and Success continue to be brought to life;
- To promote a community of learners with purpose and passion while modelling the Turner Schools "Walk The Turner Talk" values in all aspects of the role.

#### **Responsibilities:**

- To closely monitor the progress of pupils who have EAL, using proficiency in English scale, identifying and eradicating underperformance;
- To report progress regularly to senior leaders - ensuring this information is easily accessible via BromCom and SLT teams are regularly informed and updated;
- To host and attend parent information sessions, supporting parents who have EAL to access MCAS/Parents Evenings, working in conjunction with our Turner Stone community Hub;
- Providing training for teachers/schools/Trust on best supporting pupils with EAL as and when requested;
- To deliver innovative teaching to assist all of our pupils in overcoming barriers to learning;
- To demonstrate a thorough and up-to-date subject specific and pedagogical knowledge of your subject and take account of wider curriculum developments which are relevant to your work;
- To actively contribute to maintaining and raising standards of the schools pupils attainment and achievement;

- To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies, playing a key role in the planning and assessment of your curriculum subject in line with the Department's schemes of work and policies;
- To keep up-to-date of developments within your area of expertise by reading current literature and encouraging students to do the same;
- To develop resources and research ensuring that the school has a knowledge-based curriculum, crucial for all students;
- To model and maintain high standards of conduct and behaviour expected of all students;
- To reflect on your practice and take responsibility for your professional development in order to improve students' learning;
- To serve as an ambassador for the Trust and the School;
- To ensure the achievement of our ethos, aims and objectives;
- To manage relationships with all key stakeholders, including the immediate community, parents and governors;
- To model exemplary conduct, encouraging all adults and students to interact positively beyond the school, both in the community, and later in further education and the workplace;
- To play a key role in contributing towards the vision and culture, and competitive sporting activities so that we are nurturing bodies as well as educating minds;
- To promote team spirit and a safe and healthy working and learning climate.

#### **Other Duties:**

- To comply with individual responsibilities, in accordance with the role, for health and safety within the workplace;
- To share the Trust's commitment to safeguarding and promoting the welfare of all young people through having knowledge of Government guidelines and safeguarding policies as appropriate within the school;
- To ensure that all duties and services provided are in accordance with all Turner Schools policies and the schools procedures in line with code of conduct/professional expectations;
- To undertake training as necessary and be willing and enthusiastic in engaging with continuous professional development;
- To actively engage in the performance development and management process;
- To undertake any other duty as specified by the Principal/Senior Leadership Team not listed above;
- To carry out pastoral duties acting as a Form Tutor and undertaking all responsibilities linked with that role;
- To monitor student attendance and ensure that students are in compliance with the school's/Trust's student absence policy, and actively encourage students to achieve excellent attendance at a rate of 95% and above;
- To be a key part of the life of the School community, to support both the values, vision and ethos of the school and the Trust, and encourage pupils to follow this example.

#### **Personal Qualities and Attributes:**

This position requires the following personal qualities and attributes:

- A highly motivated, passionate individual who understand the importance of providing a high quality education to all
- A well organised individual, who is able to meet deadlines and respond to the needs of a busy school
- A supportive and approachable colleague who will support colleagues and pupils alike and work together to achieve the best possible outcome



**Qualification Criteria:**

- A strong academic track record to degree level and above;
- A Bachelor’s degree in a History related subject or equivalent;
- To hold Qualified Teacher Status (QTS);
- Evidence of ongoing Continuous Professional Development.

All job descriptions may, following consultation with you, be subject to change to reflect or anticipate changes in the job, which are commensurate with the salary and job title.

Employees are expected to comply with any reasonable request from the Principal or the Senior Leadership Team to undertake work of a similar level that is not specified in this job description. Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

Turner Schools will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

**Turner Expectations**

Turner staff will ‘Walk the Turner Talk’. They will:

- **Speak and act with care:** Always show compassion and respect for children.
- **Act boldly:** Be ambitious for yourself and the children and young people we serve.
- **Learn from adversity:** Be evaluative, thoughtful and reflective.
- **Challenge convention:** Be curious, welcome difference and unfamiliar thinking.
- **Connect with others:** Support colleagues, parents and pupils to make a great team.
- **Use your voice:** Offer different views and ask questions.
- **Do what it takes:** Be relentless in pursuing the best for children.
- **Ask for support:** Be open and honest when plans go awry.
- **Don’t give up:** Be calm, resilient and measured when managing challenges.

**Acceptance:**

I confirm that I have received and understand the job description, which is a supplement to the subject specific teaching job description, both of which may be changed to reflect or anticipate changes in the job, which are commensurate with the salary and job title:

Name.....

Signed.....

Dated.....

Line Manager.....

Signed.....

Dated.....