



Cover English Teacher

Job details

Salary: MPS-UPS

Hours: 18.5 hours a week (2.5 Days)

Contract type: Temporary

Reporting to: Deputy Head Teacher

Main purpose

The English teacher will take responsibility for providing leadership and management for English to secure:

- High-quality teaching
- Effective use of resources
- Improved standards of learning and achievement for all
- Ensure all lessons are accessible and encompass SEND requirements

Duties and responsibilities

Strategic direction

- Develop and implement policies for English in line with our school's commitment to high-quality teaching and learning
- Promote the subject, its importance, and the value that it brings across the school
- Have a good understanding of how well the subject is being delivered and the impact it has on pupil achievement
- Use this understanding to feed into the school development plan and produce an action plan for the subject
- Promote pupils' spiritual, moral, social, cultural, physical and mental development alongside British values in the teaching of the subject
- Consult pupils, parents and staff about the subject and its effectiveness, and assess the feedback against the school's values, visions and aims
- Work with the special educational needs co-ordinator (SENCO) to ensure the curriculum matches the needs of different pupils, such as disadvantaged pupils and those with special educational needs and/or disabilities (SEND)
- Promote careers education through the subject and ensure that teaching and learning illustrates how the subject might lead to career opportunities
- Use additional support staff in the subject area to ensure there is a framework for deployments and that teaching assistants are deployed effectively
- Liaise with our feeder schools on the transition of the subject to Break Through school to ensure that progression is built into the curriculum
- Liaise with the local authority (LA), SALT, within subject groups on subject-related events, projects and activities

Leading the curriculum

- Develop and review regularly the vision, aims and purpose for the English
- Oversee the planning of the curriculum content, ensuring it is well sequenced to promote pupil progress



- Ensure the planned curriculum is effectively and consistently implemented in all classes
- Make sure there is an effective system of assessment that oversees the progress of pupils to ensure the curriculum has a positive impact on pupils' learning
- Have an overarching responsibility for pupils' achievement and standards in the subject area
- Design and oversee impactful interventions

Leading and supporting staff

- Keep staff informed on any developments or changes within English
- Provide support to staff regarding teaching and learning, resources, and planning in the subject area
- Coach and model team teaching
- Liaise effectively with exam boards to ensure that TAs understand and are familiar with the syllabuses that are being delivered
- Support teachers and TAs to make accurate assessments, manage internal and external moderation, and complete external moderation exercises

Pastoral and Tutor responsibility

- To build pastoral relationships with families and have weekly contact
- To be the point of contact for a specific group of young people
- To deliver a weekly tutor time
- To oversee and monitor the progression of young people's IEPs
- To monitor standards of uniform
- Support class TAs with behavior management and pastoral issues.

Efficient and effective deployment of resources

- Provide support with textbooks and library books in subject area
- Create a safe, welcoming environment and take care of the classroom accommodation, ensuring classroom displays are stimulating, of high quality, and inspire curiosity in pupils
- Audit, check and manage resources to ensure they are up to date and match pupil and curriculum needs
- Manage the subject budget effectively to ensure it is spent on resources that add value and enhance the learning experience
- Prepare appropriate resources for remote learning to ensure the curriculum can be delivered to pupils learning from home due to coronavirus

Please note that this list of duties is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teachers will carry out. The postholder may be required to do other duties appropriate to the level of the role.



Person specification

CRITERIA	QUALITIES
Qualifications and training	<ul style="list-style-type: none">• Degree• Qualified teacher status
Experience	<ul style="list-style-type: none">• Successful experience of teaching English• Teaching experience with SEND
Skills and knowledge	<ul style="list-style-type: none">• Expert knowledge of the National Curriculum, particularly English curriculum• Understanding of high-quality teaching and learning strategies in the subject, and the ability to model this for others and support others to improve• Awareness of local and national organisations that can provide support with delivering the subject• Ability to build effective working relationships with staff and other stakeholders• Ability to adapt teaching to meet pupils' needs• Ability to build effective working relationships with pupils• Knowledge of guidance and requirements around safeguarding children• Good IT skills• Effective communication and interpersonal skills• Ability to communicate a vision and inspire others• Knowledge of the SEND code of Practice
Personal qualities	<ul style="list-style-type: none">• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school• Uphold and promote the ethos and values of the school• Ability to work under pressure and prioritise effectively• Maintain confidentiality at all times• Commitment to safeguarding and equality• Ensure accessibility for all

Notes:

This job description may be amended at any time in consultation with the postholder.

Last review date: September 2021

Next review date: September 2022

Headteacher/line manager's signature: _____Henrietta Jordan_____

Date: _____September 21st 2021_____

Postholder's signature: _____

Date: _____