

## **Job Description**

<b>Job Title:</b>	Teacher of Science
<b>Location:</b>	Clacton Coastal Academy
<b>Hours of work:</b>	Full Time
<b>Reports to:</b>	SLT

## **Purpose of the Role:**

To carry out the professional duties of a teacher in accordance with academy policies, providing high quality teaching and pastoral care and delivering high standards of learning and achievement for all students

To promote and adhere to the Trust's values to be unusually brave, discover what's possible, push the limits and be big hearted.

## **Responsibilities:**

- Carry out their role as a tutor
- Teach according to agreed syllabi and programmes of study, using the support and guidance from the appropriate Director of Faculty/2ic of Dept
- Set homework according to the agreed homework timetable
- Plan schemes of work and individual lessons and to keep relevant records
- Mark students' work according to the subject team and whole school assessment policy and to record marks and comments in relevant records
- Record pupil attendance at lessons
- Implement whole school policies – these will include policies on Equalities, SEN and EAL
- To ensure Health and Safety Policy is adhered to in all aspects of their work
- Implement whole school policies for school improvement as outlined in the School Action Plan and School Improvement Plan etc
- Undertake continuing personal professional development
- Participate in arrangements for Performance Management
- Be a visible presence in the team area on a day to day basis at all times generating an atmosphere in which there are high expectations about behaviour and attitude through an appropriate personal professional demeanour
- Implement whole school policies, daily and weekly routines
- Prepare displays and documentation for school events
- Support the administrative structures of the school and all data systems – meeting deadlines for data collection
- Maintain the classroom ensuring that it is an attractive and stimulating learning environment
- Support the ethos of the school which is based on the positive concepts of encouragement, success and achievement – this work involves all interactions with students, parents, staff and the local community
- Contribute to the extra curricular life of the school and to be in attendance at school functions
- Contribute to additional duties as are deemed necessary.
- The progress and development of every pupil in their class, including those with SEND

- Adapting teaching and curriculum for pupils with SEND and incorporating guidance provided by the SENDCo and external professionals.
- Working closely with any additional adults to assess, plan, do and review support and interventions for each pupil with SEND in their class
- Working with the SENDCO to review each pupil's progress and development and decide on any changes to provision
- Setting high academic and behavioural expectations for all pupils, including SEND pupils and supporting their achievement.
- Identify pupils with SEND in their class.
- Engage in on-going SEND CPD offer

### **Our values:**

The post holder will be expected to operate in line with our values which are:

- Be unusually brave
- Discover what's possible
- Push the limits
- Be big hearted

### **Other clauses:**

1. The above responsibilities are subject to the general duties and responsibilities contained in the Teachers' Pay and Conditions.
2. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
3. The job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post.
4. This job description may be varied to meet the changing demands of the academy at the reasonable discretion of the Principal/Group/Chief Executive
6. This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing.
7. Postholder may deal with sensitive material and should maintain confidentiality in all academy related matters.

### **Safeguarding**

Academies Enterprise Trust and all of our academies are committed to ensuring the highest levels of safeguarding and promoting the welfare of our pupils, and we expect all our staff and volunteers to share this commitment. We adopt a robust, fair and consistent recruitment process which is inline with Keeping Children Safe in Education guidance. This includes online checks for shortlisted candidates. All offers of employment are subject to an Enhanced DBS check, references, and where applicable, a prohibition from teaching check.

## **Equality, Equity, Diversity and Inclusion**

At AET, we want all of our employees to feel included bringing their passion, creativity and individuality to work. We value all cultures, backgrounds and experiences, and we truly believe that diversity drives innovation. Join our family and help us inspire every child to choose a remarkable life.

## Person Specification

**Job Title:** Teacher of Science

General heading	Detail	Essential requirements:	Desirable requirements:
<b>Qualifications</b>	Qualifications required for the role	<ul style="list-style-type: none"> <li>• QTS or relevant degree with at least 2:2 classification</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Knowledge/Experience</b>	Specific knowledge/experience required for the role	<ul style="list-style-type: none"> <li>• Experience of working within secondary sector KS3 - 4</li> <li>• Sound classroom management skills</li> <li>• Ability to work as part of a team</li> <li>• Ability to work with a range of colleagues</li> <li>• Excellent knowledge of subject area</li> <li>• Evidence of good outcomes</li> <li>• Creative and engaging teaching style</li> <li>• Commitment to raising standards of achievement and to achieving school targets</li> <li>• Willingness to provide extra-curricular activities</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working within the secondary sector at KS5</li> </ul>
<b>Skills</b>	Line management responsibilities (No.)	<ul style="list-style-type: none"> <li>• n/a</li> </ul>	<ul style="list-style-type: none"> <li>• n/a</li> </ul>
	Forward and strategic planning	<ul style="list-style-type: none"> <li>• n/a</li> </ul>	<ul style="list-style-type: none"> <li>• n/a</li> </ul>
	Budget (size and responsibilities )	<ul style="list-style-type: none"> <li>• n/a</li> </ul>	<ul style="list-style-type: none"> <li>• n/a</li> </ul>



	Abilities	<ul style="list-style-type: none"><li>● Willingness to attend events organised for students and parents</li><li>● Willingness to contribute to additional duties i.e. lunch duty</li><li>● Commitment and ability to meet deadlines</li><li>● Commitment to CPD</li><li>● Flexibility</li><li>● Organisation</li><li>● Teach core subject from KS3-5</li></ul>	
<b>Personal Characteristics</b>	Behaviours	<ul style="list-style-type: none"><li>● Resilience</li><li>● Student focused</li><li>● Demonstrate a commitment to equality</li><li>● Takes responsibility and accountability</li><li>● Commitment to Academy aims, ethos &amp; vision</li><li>● Commitment to own professional development</li></ul>	
	Values	<ul style="list-style-type: none"><li>● Ability to demonstrate, understand and apply our values<ul style="list-style-type: none"><li>○ Be unusually brave</li><li>○ Discover what's possible</li><li>○ Push the limits</li><li>○ Be big hearted</li></ul></li></ul>	
<b>Special Requirements</b>		<ul style="list-style-type: none"><li>● Successful candidate will be subject to an enhanced Disclosure and Barring Service Check</li><li>● Right to work in the UK</li><li>● Show a commitment to promoting the welfare</li></ul>	



		<p>and safeguarding of children and young people</p> <ul style="list-style-type: none"><li>• Show a commitment and proactive approach to drive forward equality, equity, diversity and inclusion and to own personal development along with a positive attitude towards legislative developments and the provision of equitable services</li></ul>	
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