

# MOULSHAM HIGH SCHOOL



## JOB SPECIFICATION

**JOB TITLE: Casual Supply Cover Teacher**

**Main Purpose of Job:**

- To supervise classes during the short-term absence of the assigned teacher.

**Duties and Responsibilities:**

- Deliver pre-planned lessons
- Manage behaviour of students in keeping with school policies
- Deal with immediate problems or emergencies according to school policies
- 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 duties above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

This post requires a DBS check and is not suitable to anyone who has been barred from working with children.

(December 2021)

# PERSON SPECIFICATION

## POST: CASUAL SUPPLY COVER TEACHER

Qualities and Attributes	Essential	Desirable
<b>Qualifications</b>		
Good quality Honours degree		√
PGCE, or equivalent, in Secondary Education	√	
Qualified Teacher Status	√	
<b>Experience</b>		
Experience of teaching in a secondary school at KS3/KS4	√	
Experience of teaching in a secondary school at KS5		√
<b>Knowledge / Skills</b>		
An understanding of what outstanding teaching and learning looks like and the willingness to strive to achieve this on a daily basis	√	
Well- developed behaviour management skills	√	
An ability to forge good working relationships with staff and students	√	
Organisational skills		√
Knowledge and understanding of current developments in teaching		√
Ensure that whole school policies are implemented consistently	√	
<b>General</b>		
Professional dress	√	
Good attendance and punctuality record.	√	