ACORN
Better days, Better lives

Oak Tree School

Job Description: Class Teacher (with emphasis on PSHE)

Reports to:
Headteacher, Heads of School, Assistant Heads, Pastoral Leads.

The post holder will be expected to liaise with staff across the organisation to ensure a consistent approach regarding standards, support, transition, and quality of provision.

Review and Amendment:
This job description will be reviewed annually and may be subject to modification and amendment following consultation between the Headteacher and the post holder.

Purpose of the Job:

To secure high-quality teaching, effective use of resources, and improve standards of learning and achievement for all pupils, in consultation with the Headteacher and Senior Leadership Team.
To teach a range of subjects as necessary to ensure the effective delivery of the school's curriculum, with a specific focus on PSHE education.
To work closely with the Headteacher and Senior Leadership Team to deliver PSHE programs that support pupils' personal development, wellbeing, and citizenship skills.
In consultation with the Headteacher and Senior Leadership Team, undertake other identified areas of responsibility as necessary to ensure the effective delivery of the school's curriculum.

Knowledge and Understanding:

Have knowledge and understanding of:

The school's aims, priorities, targets, curriculum policies, and action plans, particularly regarding PSHE.
Statutory curriculum requirements and the requirements for assessment, recording, and reporting of pupils' attainment and progress, including PSHE.
The characteristics of high-quality teaching and the main strategies for improving and sustaining high standards of teaching, learning, and achievement for all pupils, with a focus on promoting emotional, social, and health development.
The implications of the code of practice of special educational needs for teaching and learning, especially in the context of PSHE.

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Planning and Target Setting Expectations:

Set appropriate and achievable expectations and targets for pupils concerning standards of achievement and the quality of teaching, especially in PSHE.
Work with the Headteacher, Senior Leadership Team, and other staff to ensure that Student Passports are used to set subject-specific targets, including PSHE goals, and match work well to pupils' needs.
Establish, with the involvement of relevant staff, short, medium, and long-term plans for the development and resourcing of PSHE, contributing to the whole school's aims, policies, and practices, including those concerning behaviour, discipline, bullying, and racial harassment.

Teaching and Managing Pupil Learning:

Ensure curriculum coverage, continuity, and progression in all subjects taught to all pupils, including PSHE.
Be clear about the objectives of PSHE lessons and understand the sequence of teaching and learning required to develop pupils' personal and social skills.
Guide the choice of appropriate teaching and learning methods to meet the diverse needs of pupils, especially in PSHE.
Maintain a stimulating learning environment that supports PSHE education and promotes pupil engagement in personal, social, and emotional development.

Assessment and Evaluation:

Analyse and interpret relevant national, local, and school data to inform policies, practices, and targets in PSHE.
Establish clear policies and practices for assessing, recording, and reporting pupil achievement in PSHE, and use this information to support pupils' personal development.
Ensure that information about pupils' previous experiences in PSHE is used effectively to secure good progress and personal growth.

Pupil Achievement:

Set clear targets for pupil achievement in PSHE and evaluate progress, focusing on emotional and social development, wellbeing, and citizenship.
Use data effectively to identify pupils who are underachieving in PSHE and implement effective plans of action to support these pupils.

Relations with Parents/Carers and the Wider Community:

Establish a partnership with parents/carers to involve them in their child's personal and social development, as well as provide information about progress and PSHE targets.
Develop effective links with the local community, including businesses and external agencies, to enhance PSHE education and develop pupils' understanding of real-world issues.

Managing Own Performance and Development:

Prioritise and manage your time effectively, particularly concerning balancing the demands made by teaching, PSHE subject management, and involvement in school development.
Achieve challenging professional goals, including those related to the effective delivery of PSHE.
Take responsibility for your professional development, especially in the field of PSHE.

Managing Resources:

Establish PSHE resource needs and advise the Headteacher and Senior Leadership Team on priorities for expenditure.
Ensure the effective and efficient management of learning resources for PSHE, including information and communication technology.

Team Working and Collaboration:

The post holder will:
Work as a team member, identifying opportunities for working with colleagues and sharing the development of effective PSHE practices.

Other Duties and Responsibilities:

A job description can never be fully descriptive and exhaustive of unforeseen changes or circumstances. It is expected that staff will, within reason, respond to unforeseen circumstances and emergencies as they arise, commensurate with their qualifications, experience, and the situation.

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PERSON SPECIFICATION

Job Title: Class teacher

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
Relevant Experience	• Use of a variety of teaching styles and approaches	• Previous experience of working with children including those with social, emotional, mental health, communication difficulties and associated challenging behaviours • The awareness of the assessment, recording and reporting of student's attainment and it's use to further student's learning	Application form Interview
Education & Training	• Attainment of GCSE (or equivalent), grade C in English and maths • Qualified Teacher Status or equivalent	• Knowledge of the changes to relevant examination specification • Higher degree qualification, postgraduate course, recognised special education qualification	Application form Interview
Special Knowledge & Skills	• Organisational skills • Good communication skills • A commitment to safeguarding the welfare of all children • Ability and enthusiasm to work jointly with colleagues • An outstanding classroom teacher, or has the capacity to become one • Strategic thinker who tailors lessons to students needs and abilities	• Knowledge of particular subject/technical area • Knowledge of relevant policies/codes of practice/legislation • Full working knowledge of relevant polices/codes of practice/legislation	Interview

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Any Additional Factors	• Able to prioritise between different demands • Self-motivated, and able to work in a team • Patient and friendly approach • Enthusiasm, energy, flair and imagination		Interview