



Whitburn Church of England Academy

An Academy with Specialist Status in Maths and Computing

Temporary Teacher – Girls Physical Education

Purpose of the Post

- Promote the ethos and principles of Whitburn Church of England Academy with all staff, pupils and the wider community by exercising the rights and responsibilities of the post
- Promote a consistently high quality, engaging, broad and inclusive curriculum provision through development and review. To realise the motto ‘Excellence for All’ by ensuring the highest possible standards of pupil achievement, personal development and well-being
- Role model the teaching and learning behaviours expected of teachers in the Academy
- Be accountable for pupil progress and attainment for those pupils assigned to you
- Develop and enhance the teaching practice of others, through appropriate professional development informed by School Review
- Establish a working ethos in which creativity and innovation are valued and encouraged
- Contribute to whole school planning, review, monitoring and evaluation
- Offer insight and innovation to the delivery of Physical Education
- Keep up to date with and actively respond to national developments in the Physical Education curriculum
- Ensure that you contribute to the Maths and Computing specialism and any further specialisms of the Academy
- Ensure you make a contribution to cross-curricular work
- Effectively develop and promote the use of Whitburn Online

Teaching	To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher. All teachers are subject to the Conditions of Employment set out annually in the School Teachers’ Pay and Conditions Document (STPCD). These detail the professional and particular duties required of teachers, together with requirements for management time, working time, guaranteed planning and preparation time. The school complies with these requirements in order to make reasonable demands of teachers. All teachers are expected to meet the relevant ‘Professional Standards for Teachers’ . Post-threshold teachers will be expected to meet the national standards for those on Upper Pay Scale. https://www.education.gov.uk/publications/eOrderingDownload/teachers%20standards.pdf
School Based Working time	195 Days per year pro rata. Full Time
Reporting to	Head of Faculty: Culture & Sport, Head of Subject: Physical Education. Head of Learning
Responsible for	The provision of a full learning experience and support for pupils assigned to you as a teacher and as a form tutor
Main Duties	A – Planning <ol style="list-style-type: none"> 1. Identify clear teaching objectives and content, appropriate to the pupils being taught, and specify how these will be taught and assessed 2. Set tasks for pupils, including homework, which challenge and motivate 3. Set appropriate and demanding expectations for pupils’ learning 4. Set clear targets for pupils’ learning, building on prior attainment, and ensure that pupils are aware of the substance and purpose of what they are asked to do

5. Provide clear structures for lessons, and for sequences of lessons, which maintain pace, motivation and challenge pupils
6. Make effective use of assessment information on pupils' attainment and progress in the teaching and planning of lessons and sequences of lessons

B – Teaching and Class Management

1. Ensure that teaching objectives are met and best use is made of available teaching time and resources
2. Establish and maintain a purposeful working atmosphere which supports learning and in which pupils feel secure and confident
3. Set high expectations of pupils' behaviour through well-focused teaching and consistent application of PBM and reward systems
4. Use a variety of teaching strategies which sustain the momentum of pupils' work and keep all pupils engaged
5. Provide opportunities for pupils to consolidate their knowledge

C - Pupil Attainment, Achievement and Progress

1. Ensure pupils' work is assessed regularly so that formative feedback and summative reporting are effective and timely
2. Monitor achievement and pupil progress regularly as per the School Review cycle
3. Liaise with Heads of Faculty, HoLs and the SENCO to agree and implement appropriate interventions
4. Ensure that pupils' progress and achievements are acknowledged and reported using Go4Schools
5. Manage the timely production of appropriate internal exams, the provision of information for external exams
6. Complete reports as required and adhere to the agreed quality standard
7. Provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students

C - Curriculum Provision and Development

1. Ensure and be accountable for the delivery of a high quality, cost-effective and appropriately differentiated curriculum
2. Review the curriculum to raise achievement, add to the breadth of provision or provide enrichment opportunities and cross-curricular provision
3. Participate in subject and faculty development meetings
4. Consider the use of new and emerging technologies to support teaching, learning and inclusion strategies

D – Form Tutor

1. Adhere to the Quality Standard for long registration.
2. Ensure there is always a collective act of worship and an opportunity for quiet reflection
3. Assist in the preparation and delivery of tutor assemblies
4. Deliver and participate in the PSHE programme
5. Monitor the call out log, referrals and lesson monitor, reporting any concerns to the Head of Learning
6. Monitor the completion of progress files and option choice forms as appropriate
7. Encourage pupil participation in the wider life of the school; e.g. through the year and school council, 'Friends' initiative, House system, prefect status and extra-curricular clubs

E - Staff Development, Recruitment and Deployment

1. Form professional and collaborative working relationships with colleagues and motivate staff; promote teamwork and collegiality
2. Be committed to your own professional development and engage with staff development opportunities
3. Monitor the impact of CPD on classroom practice and share outcomes
4. Ensure the effective deployment of classroom support staff
5. Participate in the training programmes for ITTs and NQTs

F - Quality Assurance

1. Evaluate provision against all Quality Standards to identify and address areas for improvement and opportunities for sharing good practice
2. Take action in response to the evaluation of School Review outcomes

G - Management of Information

1. Ensure that data is sufficient, accurate, up to date and completed in a timely fashion
2. Ensure class records are maintained in Go4Schools
3. Ensure that class and individual learner targets are used to raise standards
4. Ensure your planning documentation adheres to the agreed quality standard

H - Liaison & Communication

1. Ensure all appropriate lines of communication are maintained with colleagues, HoFs, HoLs and the SENCO as appropriate
2. Communicate effectively with parents and other bodies as appropriate

Other Duties

- Use the Academy calendar effectively to prioritise tasks and plan in detail
- Adhere to the Academy Staff Code of Conduct
- Undertake any duty as specified by School Teachers' Pay and Condition Documents not mentioned above
- Discharge your duty of care for your own and others' health and safety
- Undertake training and development as required, in particular addressing issues raised through School Review
- Assist, where appropriate, with the training and development of fellow colleagues
- Be courteous to colleagues, pupils and parents and provide a welcoming environment to guests
- Other duties will be required as and when necessary to the post from time to time. The job description is current at the date shown but, in conjunction, with the post-holder, may be revised by the Principal to reflect and anticipate changes in the job that are commensurate with the grade and job title. Such variations that are made to the duties and responsibilities will not change the general character of the post
- Advise the Academy of any disability you may have or develop so that the Academy can endeavour to make any necessary reasonable adjustments to the job and the working environment
- The post holder must carry out their duties with full regard to equal opportunities and act in compliance with data protection law in respecting the privacy of personal information held by the Academy

Whitburn Church of England Academy is committed to safeguarding and promoting the welfare of young people and expects all members of staff to share this commitment. An enhanced DBS disclosure is required for all posts.