

| JOB PROFILE | | |
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| Department: | Education | |
| Job title: | Creative Arts Teacher (TEA004) | |
| Reports to: | Principal | |
| Responsible for: | N/A | |
| Level/Grade: | Hours of work: Full time | Salary Scale: Teacher Main Pay Scale |
| Job Purpose: | | |
| To carry out the duties of a schoolteacher as set out in the School Teachers' Pay and Conditions Document 2017 or its successor documents. | | |
| Job Description | | |
| Key Accountabilities: | | |
| <ul style="list-style-type: none"> • Teaching & Learning • Curriculum Development • Assessment and Student Progress • Behaviour Management • Multi-disciplinary working • Continuing Professional Development • Other | | |
| Main Duties and Activities | | |
| <ol style="list-style-type: none"> 1. Teaching and Learning <ul style="list-style-type: none"> • To take responsibility as a Form Tutor for a class group. • To take a full part in the teaching of students according to the published timetable. • To produce specific educational programmes for students, to ensure that lessons are well prepared. • To ensure a high quality learning experience for students and demonstrate high expectations for students learning • To use a variety of delivery methods which stimulate learning appropriate to pupil needs and demands of the syllabus. • To maintain discipline in accordance with the school's procedures and to encourage good practice with regard to punctuality, behaviour and standards of work. • To mark, level and give written / verbal feedback. • To consult with the Assistant Principal / Principal and others on matters of education. • To take part in liaison activities such as open days, parents evenings, review days and liaison events with other schools. • Participating in and organising extracurricular activities, such as outings, social activities and sporting events • Supervise the work of pastoral & learning assistants where applicable. 2. Curriculum Development <ul style="list-style-type: none"> • To have responsibility for the development and leading a Creative Arts Curriculum subject within the school • To lead the development of appropriate syllabuses, resources, schemes of work, assessment and teaching | | |

strategies within the designated Curriculum area.

- To work with colleagues to inject creativity into their Curriculum
- To take responsibility for the ordering and control of materials and equipment for your Curriculum area.
- To participate in the monitoring and evaluation of the curriculum area in line with agreed school procedures including evaluation against quality standards and performance criteria.
- To seek and implement modification and improvement where required within the curriculum area.
- To contribute to the development of effective subject links with external agencies.
- Preparing students for qualifications and external examinations.

3. Assessment and Student Progress

- Make accurate and productive use of assessment to inform teaching and to evaluate student progress
- To track student progress and ensure that adequate records of students' progress are maintained and use the information to inform teaching and learning. To undertake assessment of students as requested by external examination bodies, and school procedures
- To contribute to the Annual Review of each student's Education, Health & Care Plan (EHCP)
- To produce half-termly, termly and annual reports on student progress.
- To maintain appropriate records and to provide relevant, accurate and up-to-date information for management information systems.

4. Behaviour Management

- Establish and maintain a safe environment and purposeful working atmosphere which supports learning and in which students feel secure and confident.
- Set high expectations for students' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships.
- Manage student behaviour in the classroom and on school premises, and applying appropriate and effective behaviour management strategies
- Play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage all staff and students to follow this example.

5. Multi-disciplinary working

- To lead all aspects of creativity throughout the school
- To work with professional artistic groups to develop an extensive extra curricula offer
- To form professional working relationships with all staff in school and with external agencies who contribute to the child's care and educational needs.
- To form effective and productive working relationships with parents and carers as appropriate.
- To promote actively the school and company corporate policies.
- To ensure the effective / efficient deployment of pastoral & learning support.
- Participate in departmental meetings, parents' evenings and whole school training events.
- Liaise with other professionals, such as learning mentors, careers advisers, educational psychologists, education welfare officers and therapists.

6. Continuing Professional Development

- To take part in the school's staff development programme by participating in arrangements for further training and professional development.
- To continue personal development in relevant areas including subject knowledge and teaching methods.
- To engage in the Appraisal Review process.
- Undergo regular observations and participating in regular in-service training (INSET) as part of continuing professional development (CPD).

7. Other

- Promote the welfare of children and young people and at all times and ensure safeguarding policies and procedures are followed.
- To work as a member of the staff team to contribute positively to effective working relationships within the school.
- To carry out such other duties as could be expected of the schoolteacher in a Residential Special School.
- To undertake any other duties as specified by Principal not mentioned above.

Person Specification

Criteria

Essential = E

| | Desirable = D |
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| Qualifications and Training | |
| <ul style="list-style-type: none"> Teaching qualification and Qualified Teacher Status (QTS) Good Honours Degree Further relevant training in special educational needs | D D D |
| Knowledge and Experience | |
| <ul style="list-style-type: none"> Proven track record of outstanding teaching Teaching pupils with SEND Working with children and families from a variety of cultural backgrounds Good understanding of curriculum developments Theoretical knowledge and experience of behavioural management and therapeutic approaches Managing SEMH and /or ASD students with challenging behaviour Experience of working as part of a multi disciplinary team | D D E E E D D |
| Skills and Abilities | |
| <ul style="list-style-type: none"> Knowledge and application of a range of teaching and learning strategies Excellent classroom practice / presence Evidence of effective behaviour management strategies Good communication skills Competence with ICT Demonstrated ability to relate well to parents and other agencies | E E E E E E |
| Personal Attributes | |
| <ul style="list-style-type: none"> Enthusiasm and drive for working in a SEMH school Ability to work independently and collaboratively as a member of a team Reliability and integrity Effective organization and planning skills Creativity in problem solving and a willingness to try new approaches Ability to promote the positive image of the school Self motivated and able to work unsupervised Willing & quick to learn new skills & procedures Excellent health and attendance record A positive and flexible attitude to work A commitment to equality and diversity Good sense of humour | E E E E E E E E E E E E |
| Date produced: September 2018 | |