

**Job Title:** Secondary Teacher (Vocational)  
**Grade:** Teacher MPS / UPR plus SEN point



**Main responsibilities:**

- Plan and teach KS4 lessons for groups of no more than 8 students, supporting the delivery of a vocational curriculum offer particularly focused on Sport and Leisure/PE , but with flexibility to at times teach across the vocational curriculum Cooking, PSHE and Functional Skills
- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers’ Pay and Conditions Document
- Meet the expectations set out in the Teachers’ Standards

**Key Duties:**

- Plan and teach lessons to assigned students on a 1:1 or small group basis, supporting their preparation and readiness for external accreditation where appropriate
- To support students’ social and emotional development through the role as tutor, including teaching PSHE, supporting and encouraging disaffected students to engage with education, building effective relationships with parents/carers.
- Adapt teaching to respond to the strengths and needs of students, working as part of a team to deliver a varied and relevant curriculum with a strong focus on functional skills and vocational, outdoor learning opportunities.
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned students, making accurate and productive use of assessment
- Liaise with schools and other professionals to develop plans for all students, taking account of learning and pastoral needs including safeguarding
- To contribute to casework related to the pupil’s wider needs, including writing My Plans/My Plans+ or attending multi-agency meetings as reasonably required
- To maintain subject expertise by attending agreed inset and professional development events and seeking opportunities for professional and personal development
- To implement, and adhere to Altus School policies and procedures and to contribute to the school self-evaluation process and development plans
- To maintain records of teaching, assessment and learning outcomes including pupil progress tracking procedures
- To prepare students for internal and external examinations
- To write reports for parents/carers informing them of student progress and leading RESET meetings with students and parents/carers
- To assist with relevant break and lunchtime time supervision
- To demonstrate the highest professional standards in all aspects of work, at all times respecting professional boundaries and the confidentiality of all stakeholders
- To undertake any other reasonable duties requested by the senior leadership

<b>Criteria</b>	<b>Essential</b>	<b>Desirable</b>
<b>Education</b>		
Qualified teacher status	E	
Additional qualifications, expertise or study in an area that supports the work of the Altus School		D
<b>Knowledge, skills and behavioural attributes</b>		
Knowledge and understanding of students' barriers to learning	E	
Skills in working in a trauma informed, relational and restorative way with young people	E	
Knowledge and understanding of the SEND code of practice		D
Ability to, and proven experience of, dealing effectively with challenging behaviour, to be able to diffuse and deescalate to achieve successful outcomes and challenge and support others where there are concerns	E	
Proven ability to be able to communicate effectively and engage with disaffected students to motivate and enable them to reach their potential.	E	
Be able to use ICT effectively within lessons to promote engagement with learning and to be able to record and present data and reports	E	
Ability to be able to work under pressure, meet deadlines, demonstrating flexibility and ability to embrace change	E	
Can work independently, unsupervised and manage time efficiently	E	
Can work collaboratively as part of a team	E	
Patient and calm, demonstrating unconditional positive regard for children.		
<b>Experience</b>		
Proven track record of effective teaching	E	
Experience of working with vulnerable groups, including SEND students or those with behaviours that challenge		D
<b>Safeguarding</b>		
Demonstrate a clear understanding of roles and responsibilities of duty of care and safeguarding	E	
Demonstrate a clear understanding of roles and responsibilities with regard to safe working practices	E	
Professional standards	E	
Have a proven record of meeting professional standards and being an outstanding role model at all times	E	