

**JOB ROLE:** Teacher Degree Apprentice

**PAY BAND:** UQT Point 1

**REPORTS TO:** Director of Maths

Trafalgar School is a vibrant learning community where every member of staff understands the difference that they can make to our students' outcomes. We expect all staff to be actively involved in the personal development of our young people and to show full commitment to their own and the school's professional development.

Trafalgar School and its Governing Body are committed to safeguarding and promoting the welfare of children and young people; and they expect all staff to share this commitment.

**Key Purposes:**

To work Monday – Thursday in school, developing teaching skills and practice through observations of colleagues, supporting students progress in class and leading small group learning and interventions.

To develop the skills and responsibilities of a classroom teacher through a phased and bespoke course, gradually increasing your teaching commitments over the course of the three years.

To spend the equivalent of two days per week (40%) on university self-directed study, including face-to-face sessions, remote learning and independent study ("off-the-job" training).

**Accountabilities:**

1. To support the learning of students 1:1, or in groups providing subject specialist interventions.
2. To support teachers in monitoring and tracking strategic interventions.
3. To ensure a calm and purposeful atmosphere for working in the classroom.
4. To ensure all learning is delivered in line with the Teaching and Learning Policy.
5. Support teachers by contributing to the planning and preparation of resources and lesson plans.
6. Support teachers in the monitoring and assessment of student progress, including giving regular feedback.
7. Support teachers in managing classroom expectations through relational practice and understanding of individual need.
8. Support teachers in the organisation and management of teaching spaces and their resources, ensuring appropriate reasonable adjustments are made to meet individual needs.
9. Support teachers with strategies and resources to ensure individual needs are met in line with Trafalgar's inclusive ethos.
10. To be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality, and data protection, reporting all concerns to an appropriate person.

11. To participate fully in supporting the delivery of the Personal Development Curriculum, leading events as required.
12. To participate in professional learning (including INSET and twilight INSET sessions) and Appraisal, contributing to the identification of own professional development needs.
13. To fully engage in university learning to develop your subject knowledge and develop a strong understanding of the field of education.
14. To attend staff meetings and whole school events as required e.g. Open Evening and department meetings.
15. To participate professionally in own line management meetings, appraisal review meetings, team meetings and university tutor visits.
16. To be a reflective practitioner and engage in bi-weekly mentoring.
17. To promote students' wellbeing by undertaking supervision of students during their breaktimes as timetabled.
18. To work restoratively with staff, students, families and colleagues to maintain the strong community culture and very strong inclusive ethos of the school.
19. To support with monitoring and evaluating attendance; seeking to motivate all students to have excellent attendance rates.
20. Complete assessments: liaising with students, their families, internal and external professionals to identify students' needs and ensure strategies are put in place to scaffold learning.
21. Have a commitment to safeguarding; taking part in continued professional development to ensure that you remain aware of the additional vulnerability of some students, including students with SEND.
22. To be a Co-tutor and play an active role in promoting the House ethos.
23. To take responsibility for your own wellbeing.
24. At the discretion of the Executive Headteacher, to undertake other activities from time to time agreed to be consistent with the nature of the role.

*This job description is subject to annual review and/or change at other times in response to identified needs. It is expected that the post holder will undertake additional duties, as required, and in agreement with their line manager, to operate in a flexible environment.*

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