



# CARDINAL NEWMAN CATHOLIC SCHOOL

Job Description			
<b>Job Title:</b>	Teacher	<b>Department:</b>	Teaching
<b>Salary:</b>	MPS/UPS	<b>Reporting to:</b>	Subject Lead
Safer Recruitment Statement			
Cardinal Newman Catholic School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.			
Vision Statement			
<p><b>Cardinal Newman Catholic School is dedicated to achieving Excellence for all. Our vision is to create a joyful community of Caritas where Together we support, inspire and care for one another, placing Christ at the centre of all that we do. We will achieve this through:</b></p> <ul style="list-style-type: none"> <li>• Excellent 4-19 Catholic education and experience</li> <li>• Removing barriers to excellence</li> <li>• Developing leadership at all levels in an exceptional Catholic environment</li> <li>• Spiritual, physical, on-line</li> </ul>			
All Staff employed at Cardinal Newman Catholic School will:			
<ul style="list-style-type: none"> <li>• Uphold and promote the school's vision</li> <li>• Support and contribute to the achievement of all students academically and pastorally</li> <li>• Support and contribute to the Trust's responsibility for safeguarding all students</li> <li>• Undertake professional training to enhance personal development and job performance;</li> <li>• Comply with all Trust and individual school policies and procedures including safeguarding, child protection, health, safety and security, confidentiality and data protection</li> <li>• Maintain high professional standards of attendance, punctuality, appearance, conduct and positive relationships with all pupils, parents/carers, colleagues, governors, trustees and members; treating everyone with dignity and respect</li> <li>• Share best practice, expertise and skills with others</li> </ul>			
Main Objectives of Role:			
As an effective member of the staff team, ensure that all children at Cardinal Newman Catholic School receive a vibrant and relevant education, enabling them to achieve their highest possible standards.			
Principal Accountabilities:			
<p>1. The contractual obligations laid on staff, in respect of the denominational character of the school, are that you will have regard to the Roman Catholic character of the school and not do anything in any way detrimental or prejudicial to the interests of the same. You will, if required, and at times appointed on weekdays for Religious instruction, give such instruction subject to the control of the Governors and under the immediate direction of the</p>			

Headteacher. Such instruction shall be in the Holy Scriptures and the Doctrines of the Roman Catholic Church, in accordance with the principles and subject to the discipline thereof to the satisfaction of the Religious Inspector or other appointed representatives of the Diocese of Arundel & Brighton Schools Commission and shall be given to such children as entrusted to you. You will also be presented at such religious examinations of the children as may be directed to be held by the Governors.

2. Responsibility for promoting and safeguarding the welfare of children and young people s/he is responsible for, or comes into contact with.
3. Delivering and maintaining the effective implementation of school policies, schemes of work and related practice for all subjects but with particular emphasis on literacy and numeracy.
4. To oversee the continued care and welfare of pupils within your designated class.
5. To plan, prepare, deliver and assess lessons that enable each individual pupil to succeed.
6. To assist in building and maintaining positive relationships between parents, governors, the local community and the school.
7. To oversee the delivery of an effective curriculum throughout the school leading to high expectations and standards.
8. To complete a successful NQT Induction year. (If applicable)
9. To be aware of health and safety issues and work within the guidelines of the Health and Safety Policy.

**All Staff employed at Cardinal Newman Catholic School will:**

1. Follow Catholic School (CES) contractual obligations - this outlines the expectations regarding support for the school's essential ethos.
2. Have responsibility for promoting and safeguarding the welfare of children and young people s/he is responsible for, or comes into contact with.
3. Play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.
4. The post-holder is responsible for ensuring that the School's equalities policy is fully implemented in all areas of his/her work as is the School's health and safety policy and agreed codes of practice and that he/she works within the confines of the Data Protection Act & GDPR.

The form and wording of the contract will reflect that this is a Voluntary Aided Roman Catholic Church School, which is conducted in accordance with the rites, practices and traditions of the Roman Catholic faith. As such, the school is a living and caring community of faith, an extension of the home and an integral part of the Roman Catholic Community. The Governing Body, who are the employers of all staff in the school, have overall responsibility for safeguarding the school's distinctive Roman Catholic character. Your duties will be as set out in the above job description but please note that the Governing Body reserves the right to update your job

description, from time to time, to reflect changes in, or to, your job. You will be consulted about any proposed changes. The list of duties in the job description should not be regarded as exclusive or exhaustive.

There will be other duties and requirements associated with your job and, in addition, as a term of your employment you may be required to undertake various other duties as may reasonably be required

Person Specification	
<b>Job Related Education, Qualification and Knowledge</b>	Have either reached NQT status or have proven experience in secondary teaching at the appropriate Key Stage(s)
<b>Experience</b>	<p>Be able to demonstrate excellent practice within relevant Key Stage(s) – meeting all publishes teaching standards.</p> <p>Own a clearly developed set of strategies for successful classroom management</p> <p>Have developed their own clearly developed set of principles that show a current understanding of teaching and learning</p> <p>An ambitious subject specialist who is keen to participate in their own professional development as well as that of the department</p>
<b>Skills and Abilities</b>	<p>Show a clear commitment to students learning</p> <p>Able to demonstrate a commitment to the improvement of teaching and learning</p> <p>Be adept at using ICT in their professional role</p> <p>Able to work independently as well as part of a team</p> <p>Well organised and able to work using their own initiative</p>
<b>Equalities/Safer Recruitment</b>	<p>To be able to demonstrate a commitment to the principles of Equalities and to be able to carry out duties in accordance with the School's Equalities Policy.</p> <p>Demonstrate an understanding of the importance of forming and maintaining appropriate relationships and personal boundaries with children and young people.</p>