



## SECONDARY SCHOOL TEACHER

### **A bit about the environment of secondary schools**

Secondary schools are professional teaching and learning establishments with a clear remit from the Department for Children, Schools, and Families. As well as operating to the national curriculum, each school has a fully-documented set of procedures and processes for dealing with every aspect of managing the day-to-day activity. Secondary schools are regulated by Ofsted – the government agency responsible for standards in schools.

As a supply teacher, teaching assistant or educational support worker, you will be expected to follow these processes and be aware at all times of the importance of maintaining standards.

If you plan to be a supply teacher or other temporary worker in a secondary school, there are some unique challenges and it is not a working environment that suits everyone.

### **Overview of the job**

As a secondary school teacher your responsibilities will be the overall teaching of the national curriculum syllabus to children in key stage 4 to 6. You will also include drawing of lesson plans in accordance with the national curriculum, ensuring pupils' progression within the subjects being taught.

Within the class room an important element of teaching is to keep control and attention of the pupils, creating an effective learning environment. This means being able to adapt teaching methods depending on the learning preferences of a class, and recognising which methods work best for individual students. You should be able to use discipline where appropriate and in the correct manner to maintain good classroom management.

Recording the progress of their pupils is a fundamental and vital part of the Secondary Teacher's role, whether for an academic year or for an official assessment such as SATs. This also includes marking students' work.

You should be able to use positive feedback to encourage skills shown by students. In doing so teachers must also recognise when a student is having difficulties and know how to assist them.

Call us on 020 8570 1400 or email us at [chalk.face@btconnect.com](mailto:chalk.face@btconnect.com)

## Person Specification

We require **one** of the following:

- Newly Qualified Teachers, who have recently passed their PGCE and are yet to complete their skills tests.
- QTS teachers, who are fully qualified and have worked within the last 5 years.
- Overseas qualified teachers who have had their qualifications UK NARIC certified and are of the same level as a qualification gained in the UK.

In addition, as a supply teacher (or other temporary worker in a school) you should:

- Be able to adapt very quickly to the local management style and methods
- Ensure that if there is anything you are not clear about you check with your hiring manager (usually the head teacher or head of department)
- Be flexible and adaptable in fast-changing and demanding circumstances
- Be well-organised with contingency plans should you find yourself having to work in a classroom with little or no handover
- Remember that you are probably covering for the absence of a well-established teacher or other member of staff who is known to the students and existing staff team
- Respect your co-workers who are often part of an established team and so usually have good local knowledge

## Qualifications

To be qualified as a teacher you must have completed one of the following:

- Bachelor of Arts or Science with QTS courses
- PGCE
- School Centered Initial Teacher Training
- Teach First Program

You will be expected to provide references, and complete a CRB check if you do not already have one.