

## Job Description

<b>Job Title:</b> KS2 Teacher (Phoenix)	<b>Service Area</b> Newham PRUS
<b>Salary Scale:</b> MPS + 1 SEN	<b>Date last updated:</b> June 2026

### Job context

New Directions and Tunmarsh School, which includes our Phoenix provision, are registered as Pupil Referral Units (PRUs) which report to a Management Committee. The Newham PRU's are committed through its nurture framework, in supporting staff to embed a nurturing culture, enhancing teaching and learning and promoting healthy outcomes for pupils with SEMH needs.

### Overall Purpose of Job

- To carry out the duties of a teacher as circumstances may apply, including planning, teaching and evaluating programmes of study for pupils across the provisions.
- To coordinate the development and implementation of the Phoenix curriculum incorporating therapeutic approaches and based on the 6 Nurture Principles.
- To ensure that the delivery of the curriculum is constantly adapted to meet the complex SEN and social, emotional and mental health needs of the students in the Phoenix provision.
- To create and maintain an adaptive and supportive learning environment where all members of the school community are able to participate, flourish and thrive.
- To support with the development of the school curriculum focused on improving the quality of teaching and learning to ensure a consistency in practice across the provision.
- To carry out such other associated duties as are reasonably assigned by the Head teacher.

### Applicable Contract Terms and Duties

All teachers are required to undertake the duties of School Teachers as set out in the School Teachers' Pay and Conditions Document. The post is otherwise subject to the Conditions of Service for schoolteachers in England & Wales (the 'Burgundy Book') and locally agreed conditions of employment to the extent that they are incorporated in the post holder's individual contract of employment.

We are committed to and champion equality and diversity in all aspects of employment with the London Borough of Newham. All employees are expected to understand and promote equality and diversity in the course of their work

### Duties and Responsibilities

#### Generic Responsibilities

1. Plan and prepare lessons in accordance with the school's policies, being aware of and making provision for the needs for inclusion of all pupils and groups.
2. Deliver and evaluate carefully structured, stimulating lessons that are consistently good/outstanding to assigned pupils.
3. Co-ordinate the use of support staff and other adults to ensure their effective contribution to pupils' learning.
4. Develop, monitor and evaluate outcomes of appropriate objectives and targets for all pupils taught, including those with SEN and promote the importance of raising their achievement.

5. Maintain detailed records of pupils' progress and provide data on pupil progress in line with whole school data collection and reporting processes.
6. Establish close working relationships and excellent communications with parents and carers to share relevant information in respect to pupil progress.
7. Use the analysis of pupil data to inform planning and interventions with pupils.
8. Prepare short, medium and long-term plans of pupils taught.
9. Use positive behaviour management strategies in line with the whole school Nurture approach and school's policy with all pupils.
10. Act as a tutor to assigned pupils, providing pastoral support.
11. Ensure that all educational visits are planned in accordance with the Educational Visits Policy.
12. Ensure that duties are carried out to the highest professional standards and in accordance with the school policies.
13. Participate in the implementation of the school's Performance Management and Staff Appraisal. Take part in peer observations of colleagues as part of the professional development process.
14. Contribute to the review and evaluation of services provided by the School through:
  - i. Regular review and development, with colleagues, of the School Development Plan (SDP).
  - ii. Contributing to the School Self-Evaluation Form (SEF).
15. Take responsibility for one's own professional development.
16. Actively contribute to regular staff meetings and the school's INSET programme.
17. Liaise with a range of partners, including parents/carers, schools and other agencies as required.
18. Actively contribute to a positive, forward looking and supportive ethos at the School and demonstrate a commitment to continuous improvement.
19. Promote equality of opportunity in the delivery of services and employment practices.
20. Use financial and resource management innovatively and effectively.

### Curriculum Design

In consultation with the Teacher in Charge and SLT:

- Continuously assess, reflect-on and implement a powerfully diverse curriculum which is inclusive, relevant to and representative of the students at Phoenix.
- Use innovative approaches to meet the diverse learning needs of Phoenix students through a creative and thematic curriculum design.
- Ensure that opportunities exist in the curriculum which enable the development of students' self esteem, self-awareness, emotional literacy and resilience.
- Ensure that the curriculum provides frequent opportunities for all students to develop their social communication and emotional regulation skills.

- Support with embedding metacognitive strategies in the teaching and learning across the provision to support students' self-regulation and ability to plan, monitor and evaluate their own learning.
- Use a person centred approach to develop pupil voice which informs the development of and implementation of the school curriculum.
- Ensure that the Phoenix curriculum is aligned to the whole school curriculum values and intent and reflects our current whole school priority on literacy development.
- Ensure that 'Managing Transition and Change' is a key topic which is thread through the Phoenix curriculum
- Collaborate with the Safeguarding Keyworker to ensure that safeguarding issues are explicitly addressed through the curriculum, in line with guidance from Keeping Children Safe in Education which promotes wellbeing and healthy relationships, choices and lifestyles.
- Support with the development of assessment within the provision including:
  - Appropriate assessment of students on admission and in transition
  - Promoting assessment for learning strategies in the classroom
  - The use of assessment data to track and monitor progress of students
  - The use of assessment as a tool to improve the quality of teaching and learning.

### The learning environment

- Ensure that the learning environment matches the curriculum's focus on:
  - The 6 Nurture Principles
  - Inclusion, participation and diversity
  - Literacy
  - Social communication and emotional regulation
  - Emotional literacy
  - Celebration
  - Child centred and therapeutic approaches

### Other Duties and Responsibilities

- Further develop own professional knowledge and skills by attending relevant courses, reading to keep abreast of current educational thinking and participating fully in school staff development.
- Be aware of, and work according to, the National Professional Standards for School Teachers.
- Attend meetings in accordance with school policy and lead such meetings as required.
- Take whole school / Key Stage assemblies.
- Prepare and present feedback reports and other forms of high quality communication, as required, e.g. to Management Committee, the local authority, parents and outside agencies.

## **Equal Opportunity**

The post holder will be expected to carry out all duties in the context of and in compliance with the school's Equal Opportunities Policies.

As a Pupil Referral Unit, the needs of the school are constantly changing. As a member of the middle management, the successful candidate must be prepared to change areas of responsibility, re-negotiate the job description with the Head Teacher to allow for the development of the school and his/her own professional and personal development. The job description may be amended at any time, after discussion, but in any case will be reviewed annually.

## Person Specification

<b>Job Title:</b> KS2 Teacher (Phoenix)	<b>Service Area:</b> Newham PRUs
<b>Salary Scale:</b> MPS + 1 SEN	<b>Date last updated:</b> June 2026

CRITERIA	METHOD OF ASSESSMENT
<b>EQUALITY AND DIVERSITY</b>	
We are committed to and champion equality and diversity in all aspects of employment with the London Borough of Newham. All Employees are expected to understand and promote our Equality and Diversity Policy in the course of their work.	
<b>Qualifications</b>	
Educated to degree level.	Application Form
Qualified Teaching Status.	Application Form / Interview
<b>Professional Knowledge and Understanding</b>	
Knowledge of effective assessment strategies to track and promote progress of all Newham PRU pupils.	Application Form / Interview
Knowledge of effective strategies to include and meet the needs of all pupils, in particular underachieving groups of pupils and pupils with SEMH needs.	Application Form / Interview
An understanding of behaviour management procedures.	Application Form / Interview
An understanding of current primary curriculum agendas both nationally and locally to support underachieving, disaffected SEN and SEMH pupils.	Application Form / Interview
Knowledge of safeguarding procedures.	Application Form / Interview
Demonstrated commitment to continuous improvement of practice as a classroom teacher.	Application Form / Interview
Knowledge of performance management and staff appraisal systems and procedures.	Application Form / Interview
<b>Professional Skills and Abilities</b>	
Significant experience of working in a school or Pupil Referral Unit.	Application Form / Interview
Ability to take responsibility for, and co-ordinate, a core subject across the PRU.	Application Form / Interview
Experience of creating an environment that is conducive to effective learning by pupils who are experiencing social, emotional and behaviour difficulties and mental health difficulties.	Application Form / Interview

An excellent classroom practitioner willing and able to teach a class in EYFS and Key Stages 1 & 2 .	Application Form / Task/ Interview
The ability to plan lessons effectively for all pupils in a class, setting clear learning intentions and differentiated tasks.	Application Form / Task/ Interview
Experience of ensuring that the special educational needs of pupils are met.	Application Form / Task/ Interview
The ability to assess and review the progress of pupils, considering their difficulties and family circumstances and plan appropriate responses.	Application Form / Task/ Interview
The ability to prepare reports and maintain own work files.	Application Form / Interview
The ability to analyse data and use results to improve pupil performance.	Application Form / Interview
Excellent communication skills both verbal and written.	
Ability to plan and deliver training and professional development opportunities for staff	Application Form / Task/ Interview
<b>Personal Qualities</b>	
Experience of working with others to ensure that all understand and are committed to the school's values, aims and objectives.	Application Form / Interview
Willing and able to engage with parents/carers to encourage their involvement in the education of their children.	Application Form / Interview
The ability to work effectively and flexibly as part of a team to accommodate and meet pupil needs.	Application Form / Interview
Positive approach to working together with and supporting colleagues.	Application Form / Interview
The ability to work intuitively and independently.	Application Form / Interview
Personal resilience.	
A commitment to the Equal Opportunities practice throughout the school including the Authority's priority of inclusive education.	Application Form / Interview Application Form / Interview
<b>Other</b>	
The post holder with require flexibility and resilience in order to be able to manage the demanding environment of working in a SEMH setting.	Application Form / Interview
This post is subject to an enhanced DBS check.	Application Form / Interview