

Headteacher: Mr F. A. Choudhury BSc PGCE NPQH

Post Title: Transition Teacher (Primary Trained)

Headteacher Responsible to:

JOB SPECIFICATION: MAIN RESPONSIBILITIES OF THE POST:

Lead, plan and coordinate appropriate intervention for Key Stage 3 students at risk of underachievement, with a particular focus on those identified as 'not yet secondary ready.'

Please also see Generic Teacher Job Description

MAIN TASKS AND RESPONSIBILITIES OF THE POST:

with a particular focus on students who did not meet the required standard in Key Stage 2 SATs	
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☐ Implement and deliver a specialised and differentiated curriculum for students with the aim of ac	
progress and supporting transition.	
□ Support KS2 to KS3 transition, involving joint planning and organisation of open evenings.	
☐ Monitor and support the overall progress and development of students as a teacher/form tutor.	
☐ Facilitate and encourage a learning experience which provides students with the opportunity to	achieve
their individual potential.	
□ Contribute to raising standards of student attainment.	
□ Share and support the school's responsibility to provide and monitor opportunities for personal a	and
academic growth.	
□ Work between Primary and Secondary phases to ensure students are 'secondary ready'.	
THER RESPONSIBILITIES:	
Assist in the development of appropriate syllabuses, resources, schemes of learning, marking	

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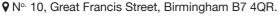
	Assist in the development of appropriate syllabuses, resources, schemes of learning, marking policies and teaching strategies.
П	Plan and prepare courses and lessons.
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Ш	Contribute to the whole school's planning activities.
	Implement agreed school policies and guidelines.
	Support initiatives decided by the Headteacher/and or staff.
	Plan appropriately to meet the needs of all students, through differentiation of tasks.
	Be able to set clear targets, based on prior attainment, for students' learning.
	Provide a stimulating classroom environment, where resources can be accessed
	appropriately by all students.
	Keep appropriate and efficient records, integrating formative and summative assessment into
	weekly and termly planning.
	Report to parents on the development, progress and attainment of students.
	Maintain good order and discipline amongst students, in accordance with the school's
	behaviour policy.
П	Participate in meetings which relate to the school's management, curriculum, administration











or organisation.



Communicate and co-operate with specialists with outside agencies.





	Lead, organise and direct su	pport staff with	nin the	cl lassitteach er: Mr F. A.	Choudhury BSc PGCE NPQH
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Other duties commensurate with the grade of the post as required by the Headteacher.













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♀ N°. 10, Great Francis Street, Birmingham B7 4QR.

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Participate in the performance management system for the appraisal of their own performance.