



# Blue Coat

Church of England School  
& Music College

Terry Road  
Coventry  
CV1 2BA  
024 7622 3542  
recruitment@bluecoatschool.com

## Job Description

<b>Job Title:</b>	Intervention Tutors – English, Maths or Science
<b>Employment Status:</b>	Part time / casual
<b>Working hours:</b>	Flexible hours within the school day
<b>Working weeks:</b>	Term Time Only
<b>Responsible to:</b>	Catch-up Coordinator

### Job Purpose:

To join our English, Maths or Science curriculum teams and support our efforts in school led tutoring. Providing specialist curriculum knowledge and support to students on a 1:1 basis, or in small groups.

This role is to work in or outside of lessons and the position can be offered as part time and flexible within the normal school hours.

### Main Duties and Responsibilities

- Provide one to one or small group to students aged 11-19 in key stages 3, 4 and/or 5.
- To work with SLT, Middle Leaders and Covid Catch-up Coordinators to provide effective academic intervention to pupils in need of one to one or small group tuition
- To provide one to one and small group tuition, baseline assessing pupil's prior knowledge, continuing to and delivering a planned curriculum and assessing its impact overtime
- Working with classroom teachers to ensure the content delivered in tutoring best matches and supports that pupil in improving their level of knowledge and understanding within this specialism
- Liaise with staff, parents and pupils to ensure high levels of attendance and engagement

### Safeguarding and Child Protection

- Knows what to do if they have concerns about a child
- Take on the responsibility for providing a safe environment and promoting children's welfare
- Undertake regular safeguarding and child protection training
- Familiarise themselves with Keeping Children Safe in Education part 1 (KCSIE) and local policies and procedures as directed by the trust/academy



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## Other

- To carry out any other duties as directed by the Catch-up Coordinator that are within the scope, purpose and spirit of the role
- Attend regular CPD as required by the school, and other optional relevant CPD to develop good practice
- Undertake further and continuous training appropriate to the post



## PERSONAL SPECIFICATION

	ESSENTIAL	DESIRABLE
<b>EDUCATIONAL ACHIEVEMENTS QUALIFICATIONS</b>	<p>Educated to at least GCSE Level (minimum grade C/level 4 or equivalent) in the subject delivered.</p> <p>GCSE grade C/level 4 in English and Mathematics</p> <p>An excellent standard of both written and oral English</p> <p>Willingness to undertake further relevant training</p>	<p>Educated to A-level in a linked subject – beneficial for teaching KS4/5</p> <p>Educated to higher education level (e.g. degree) or studying towards a higher level qualification – beneficial to teaching KS5</p>
<b>KNOWLEDGE AND EXPERIENCE</b>	<p>Subject and curriculum knowledge relevant to the role, and ability to apply this effectively in supporting teachers and pupils</p> <p>Recent experience of working with young people (11-19) either in a school setting, organisation or involvement in voluntary work</p> <p>Knowledge of how to help, adapt and deliver support to meet individual needs</p> <p>Experience of using ICT effectively to support learning and using a range of computer packages including Microsoft Office</p> <p>Experience of establishing positive and effective relationships with parents/carers and young people</p>	<p>Experience of working within a secondary school or educational environment</p> <p>Working with young people in the 11-19 age range either in a small group or 1-2-1- setting</p> <p>An understanding of effective tutoring/intervention strategies and the ability to put these into practice</p> <p>Understanding of effective teaching methods</p> <p>Understanding of statutory framework relating to teaching</p>
<b>SKILLS AND ABILITIES</b>	<p>Ability to engage with parents in order to encourage their close</p>	



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	<p>involvement in the education of their children</p> <p>Effective communication skills both orally and in writing and a commitment to improving these in students.</p> <p>Excellent organisational and time management</p> <p>Determination to encourage the highest quality of learning experience for all students</p> <p>Ability to reflect on own practice and seek out training and development as required</p> <p>Ability to relate sensitively to students and to contribute to a team approach to meet students' needs</p> <p>Good interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships</p> <p>Ability to remain calm in stressful situations, resilient, reliable and committed to inclusive education</p> <p>Make accurate judgements of situations and refer to others as necessary</p>	
<b>UNDERSTANDING</b>	<p>Full understanding of child protection and Keeping Children Safe in Education</p> <p>Understanding of safeguarding</p>	



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<b>PERSONAL QUALITIES</b>	A flexible approach to work and enjoys being a member of a team	
<b>PROFESSIONAL DEVELOPMENT TRAINING</b>	A willingness to undertake Induction and training programme.  Willing to participate in further appropriate professional development	Positive approach to own continuous personal professional development and training

<b>CORE COMPETENCIES</b>	<b>E/D</b>
Clear understanding and commitment to safeguard and protect children	<b>E</b>
Adopts an inclusive approach to followers and non-followers of the Christian faith and committed to equal opportunities and respecting diversity in all forms	<b>E</b>
Conscientiously adheres to school / trust policies and procedures and works ethically	<b>E</b>
Works in a way, which abides to the school values of <b>Care, Hard Work, Respect, Integrity, Servanthood</b> and working <b>Together</b>	<b>E</b>
Embraces the vision "Living life in all its fullness" and devotedly helps all students achieve this	<b>E</b>

This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. A Criminal Record Disclosure will be required prior to appointment.