



# Job description: primary classroom teacher

Rivermead Primary School is committed to creating a diverse workforce. We'll consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.

## Job details

**Salary:** Teachers pay scale

**Contract type:** Temporary

**Reporting to:** The Team Leader and Headteacher

## Main purpose

- The education and welfare of a designated class/group of pupils in accordance with the requirements of 'Conditions of Employment of School Teachers', having due regard to the requirements of the National Curriculum, the School's aims, objectives, schemes of work and policies. To share in the corporate responsibility for the well being and discipline of all pupils and to support and develop the School's standing in the community.
- Meet the expectations set out in the Teachers' Standards

## Duties and responsibilities

### Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- To develop an inclusive environment in which quality teaching and learning can take place where resources, including support staff, are well managed.
- To provide for the education requirements of all children and, when appropriate, maintain and implement Individual Education Plans and provision mapping.
- To provide interesting and challenging learning opportunities through Long, Medium, and Short Term planning as described in the Planning, Assessment and Reporting Policy.
- To provide an exciting and integrated, developmentally appropriate curriculum which takes account of:-
  - the individual needs and aptitudes of children
  - the experiences that the child brings from home
  - progression through National Curriculum requirements.
- To manage a routine that provides:-
  - balanced teaching and learning activities with clear learning outcomes
  - for differentiated activities as appropriate
  - for a blend of whole class, group and individual teaching as appropriate
  - quality physical experiences, both indoors and outdoors
  - variety and challenge
  - opportunities to use trips and visitors to enhance the learning experience

- time to observe, assess and communicate significant findings
  - time for evaluation of the session
- To organise quality displays of children's work.

## **Whole-school organisation, strategy and development**

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach
- To maintain a safe, secure environment that fosters children's independence, confidence and self-esteem, promoting the principles of a 'growth mind-set'.
- Support the aims and ethos of the school
- Attend and participate in open evenings (parent/teacher consultations, parent information evenings) and pupil performances
- Uphold the school's behaviour code and uniform regulation
- Attend team and staff meetings
- Develop links with governors, LEAs and partnership schools
- To contribute to meetings, in-service and discussions with colleagues

## **Health, safety and discipline**

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

## **Professional development**

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others
- To continue personal professional development by keeping informed of new developments.
- To be fully aware of, and rigorous in implementing Safeguarding procedures.
- Participate in staff training and professional development opportunities

## **Communication**

- Communicate effectively with pupils, parents and carers

## **Working with colleagues and other relevant professionals**

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues
- In collaboration with other members of staff and parents promote positive attitudes towards work, health and safety, discipline and social development within the class and throughout the school.

## Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities
- Set a good example in terms of dress, punctuality and attendance

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

## Person specification

CRITERIA	QUALITIES
<b>Qualifications and experience</b>	<ul style="list-style-type: none"><li>• Qualified teacher status</li><li>• Degree</li><li>• Successful primary teaching experience</li></ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"><li>• Knowledge of the National Curriculum</li><li>• Knowledge of effective teaching and learning strategies</li><li>• A good understanding of how children learn</li><li>• Ability to adapt teaching to meet pupils' needs</li><li>• Ability to build effective working relationships with pupils</li><li>• Knowledge of guidance and requirements around safeguarding children</li><li>• Knowledge of effective behaviour management strategies</li><li>• Good ICT skills, particularly using ICT to support learning</li></ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"><li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li><li>• High expectations for children's attainment and progress</li><li>• Ability to work under pressure and prioritise effectively</li><li>• Commitment to maintaining confidentiality at all times</li><li>• Commitment to safeguarding and equality</li></ul>

## Notes:

This job description may be amended at any time in consultation with the postholder.

**Headteacher/line manager's signature:**

\_\_\_\_\_

**Date:**

\_\_\_\_\_

**Postholder's signature:**

\_\_\_\_\_

**Date:**

\_\_\_\_\_