



Castlemorton C E Primary School and Pre-School

Outline Job Description and Person Specification

Employment details

Job title:	Class Teacher – Upper Key Stage 2 - Mixed Age Year 5/6
Type of position	Full Time
Salary:	M3 – M6 Main Scale Equivalent

Main duties/responsibilities

General duties
Undertaking duties as required in the current 'Teachers' Standards' and 'School Teachers' Pay and Conditions Document 2017'
Displaying commitment to the ethos and success of a Church of England school.
Contributing to the school's process of self-evaluation and development.
Being familiar with the school's systems, structures, policies and procedures.
Actively supporting school activities where required, including attending educational trips, extra-curricular activities and parents' evenings.
Teaching
Delivering learning in accordance with the curriculum, national guidelines and the school's strategy.
Planning a varied, balanced and appropriate curriculum which supports the needs of all pupils and ensures all pupils reach their potential.
Adapting teaching styles to suit all pupils and providing a supportive learning environment.
Differentiating resources and equipment so lessons can be accessed by all pupils including SEN pupils.
Self-evaluating teaching to improve effectiveness.
Working collaboratively with colleagues including teaching assistants.

Pupil support	
Carrying out other duties that support pupils' learning while operating in accordance with the school's policies and procedures.	
Working as part of a team to evaluate and develop pupils' learning needs.	
Supporting the school's Behaviour Policy through effective classroom management.	
Encouraging pupils to develop and use their creativity and initiative, gain increased independence, and undertake new responsibilities.	
Being familiar with the 'Special Educational Needs and Disability Code of Practice: 0 to 25 years', and supporting pupils with SEND appropriately.	
Understanding the school's safeguarding procedures and actively promoting pupils' wellbeing and safety.	
Monitoring and reporting	
Being committed to the school's target setting and monitoring systems for pupil progress.	
Systematically assessing and recording pupils' academic progress and other areas of their progress and using the results to inform sequences of lessons.	
Monitoring pupils' classwork and homework, providing feedback and setting informed targets.	
Delivering relevant national assessments in line with the relevant frameworks.	
Reporting on individual pupils' progress to the Senior Leadership Team and parents, as required.	
Training	
Keeping up-to-date with the requirements of the curriculum and national guidelines.	
Undertaking relevant CPD both internally and externally as appropriate.	
Communication	
Liaising with the curriculum subject leads and Senior Leaders to ensure teaching is delivered in line with school expectations and goals.	
Working with the SENDCo to ensure pupils with SEND are appropriately supported.	
Working with the DSL and their deputies to ensure safeguarding is promoted.	
Working with the designated teacher for LAC to support LAC and previously LAC.	

Person specification

	Essential	Desirable	Evidence
Qualifications and training	<p>The successful candidate will:</p> <ul style="list-style-type: none"> • Possess a relevant Degree • Have QTS. • Demonstrate a commitment to personal CPD • Enhanced DBS certificate 	<ul style="list-style-type: none"> • Current and relevant evidence of personal CPD 	
Experience	<p>The successful candidate will:</p> <ul style="list-style-type: none"> • Have previous experience of working in a school • Have experience of leading a subject • Previous, recent experience teaching KS2 • Previous experience working in partnership with parents 	<ul style="list-style-type: none"> • Experience of leading a subject • Experience working with pupils with SEND • Experience teaching mixed age Year5/6 • Experience of working in a 'small' school 	
Knowledge and skills	<p>The successful candidate will have:</p> <ul style="list-style-type: none"> • A sound and current understanding of the primary curriculum • Excellent behaviour management skills • Excellent inter-personal skills • The ability to work as part of a team • Excellent planning and organisational skills • Effective oral and written communication skills • Knowledge of assessment procedures • Awareness of the needs of pupils with SEND • Excellent ICT skills • Awareness and understanding of safeguarding procedures and practices 	<ul style="list-style-type: none"> • An understanding of the importance of parental involvement • Recent experience of communicating with all stakeholders involved in a school • Experience of using ICT for a variety of educational purposes. • Recent experience of working with SEND pupils 	

Personal qualities	<p>The successful candidate will:</p> <ul style="list-style-type: none"> • Be committed to teaching as a career • Demonstrate a team working approach • Be able to support the Christian ethos of the school • Believe that, as an inclusive school, every child must be given the opportunity to achieve their full potential. • Be supportive of their colleagues • Have good attendance and punctuality • Be proactive in the working environment • Be enthusiastic and positive. • Be able to anticipate workload and plan ahead. • Be able to develop effective relationships with parents • Be able to encourage and enable others to reach their full potential • Have a sense of humour and positivity 	<ul style="list-style-type: none"> • Self-confidence • Ability to relate well to other professionals • A flexible approach • Demonstrate a commitment to all aspects of school life. 	
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A job description can never be fully descriptive and exhaustive of unforeseen changes or circumstances. It is expected that staff will, within reason, respond to unforeseen circumstances and emergencies as they arise, commensurate with their qualifications, experience and the situation.