

## JOB DESCRIPTION

**SCHOOL:** Wellington Primary  
**LEVEL:** Main pay scale M1 – M6  
**POST TITLE:** Teacher



### GENERIC TEACHER ROLE

- To carry out the duties of a school teacher as set out in the current School Teachers' Pay and Conditions document and subject to any amendments due to government legislation. This includes any duties as may be reasonably directed by the Headteacher.
- To demonstrate good inclusive practice with particular reference to children with special educational needs, more able children and children with English as an additional language.
- To be committed to and actively promote the school's equal opportunities policy.
- To uphold the school's principles and policies which underpin good practice and the raising of standards.

### JOB PURPOSE

- To plan, teach, assess and develop the learning, social and emotional needs of pupils across the curriculum in order to
  - ensure children make good progress and attain highly
  - make a measurable contribution to achieving school development priorities and whole school targets
  - add positively to the ethos of the school

### SPECIFIC RESPONSIBILITIES

**Staff:** To work collaboratively with other teachers, and manage and work collaboratively with any Teaching Assistants or other support staff assigned to the class by the HT.

**Financial:** To manage a budget for classroom use assigned by the HT.

**Principal Accountabilities: Every teacher at Wellington Primary School is expected to:**

1. Support the school's aims to provide a happy, orderly and stimulating environment in which children learn effectively and gain the highest possible achievements.
2. To plan weekly, implement and assess a curriculum, which incorporates the National Curriculum/Foundation Stage Curriculum and is in line with school policies. Demonstrate good classroom practice, expecting and maintaining high standards of work.
3. Monitor, record and track the progress of each child in the class and respond with appropriate curriculum changes in light of that assessment.
4. Use ICT effectively for planning, teaching and assessing.
5. Identify, assess and meet the needs of children for whom English is an additional language. Ensure additional support is focusing on raising achievement of all children with EAL.
6. Identify and assess the special educational needs of individual children in tandem with the Inclusion Leader and share the responsibility for meeting those needs with other designated staff.
7. Encourage all children to develop a sense of responsibility for themselves, other people and their environment, and to promote a positive ethos in which high self-esteem is fostered.
8. Foster good relationships with parents and form a partnership for the education of the child, involving them whenever possible in the learning process.
9. Take responsibility for the safeguarding and health and safety of all children in your care, both in school and on any outing, reporting all concerns to the DSL, DDSL or SBM as appropriate.
10. Work to implement the equality of opportunities and inclusion throughout the school.

11. Actively contribute to the progress of the targets within The School Development Plan. This includes the review, development and maintenance of the curriculum, working with others, particularly the Phase and Curriculum Teams, to ensure the curriculum continues to meet the needs of the children in the school.
12. Be aware of data produced in relation to the class and school and be able to use it to guide teaching and learning.
13. Attend and contribute to all staff meetings and other meetings/training related to your job.
14. Participate in the training of students as required.
15. Participate in the smooth running of the school by:
  - Being punctual
  - Minimising personal absence
  - Ensuring safe maintenance of communal areas
  - Completing paperwork accurately, and meeting deadlines
16. Take personal responsibility for your own performance management and for on-going professional development.
17. Cover for absent colleagues in line with Government regulations.
18. Use PPA time effectively for the enhancement of teaching and learning.

### **ORGANISATIONAL DETAILS**

The postholder will be line-managed and performance-managed by the Phase Leader.

The job description will be reviewed as part of the annual performance process.

## MAIN PAY SCALE TEACHER - PERSON SPECIFICATION



<b>Post Title:</b>	Mainscale class teacher
<b>Responsible to:</b>	Phase leader
<b>Grade:</b>	Main pay scale M1 – M6
<b>Purpose of the Job:</b>	To plan, teach, assess and develop the learning, social and emotional needs of pupils across the curriculum

<b>Selection criteria</b>	<b>Essential</b>	<b>Desirable</b>
Experience	<ul style="list-style-type: none"> <li>-qualified teacher status</li> <li>-evidence of outstanding classroom practice</li> </ul>	<ul style="list-style-type: none"> <li>-experience across two key stages in the primary phase</li> <li>-experience of working in an inner-city environment</li> </ul>
Knowledge and understanding	<ul style="list-style-type: none"> <li>-understanding of and commitment to equal opportunities</li> <li>-understanding of and commitment to the involvement of parents in the learning process</li> <li>-knowledge and understanding of the factors which support high attainment in school for all pupils</li> <li>-knowledge and understanding of the effective inclusion of all children</li> <li>-knowledge of child protection procedures in schools and how children are kept safe</li> <li>-good working knowledge of the national/EYFS curriculum</li> </ul>	<ul style="list-style-type: none"> <li>-knowledge of recent developments in education</li> </ul>
Skills	<p>Skills to:</p> <ul style="list-style-type: none"> <li>-plan, organise and evaluate to ensure the delivery of a relevant and progressive curriculum</li> <li>-work as part of a team and collaboratively with a range of staff</li> <li>-motivate children and set high standards</li> <li>-communicate effectively with children, parents, staff and other professionals/agencies</li> <li>-manage priorities and meet deadlines</li> </ul>	<ul style="list-style-type: none"> <li>-interrogate pupil progress data</li> </ul>
Personal characteristics	<ul style="list-style-type: none"> <li>Ambition, energy, enthusiasm, determination and drive</li> <li>Resilience and reliability, with a good sense of humour</li> <li>Thorough and efficient, with an attention to detail</li> <li>Proactive, problem-solver, calm and creative</li> <li>Respect, with empathy for the views of others</li> </ul>	