



Walkley Primary School

Main Scale Teacher Job Description

Walkley 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.

Salary range: Group: M1 to M6 (£31,650 to £43,607)

Hours: 32.5 hours a week

Contract type: Full Time Fixed Term for 1 year

The post holder must at all times carry out his/her responsibilities within the spirit of City Council and School policies and within the framework of the Education Act 2002, and School Standards and Framework Act 1998 with particular regard to statutory responsibilities of the Governing Bodies of Schools.

Responsible to: The Headteacher, the Governing Body of the school and the Executive Director of Children, Young People and Families.

Responsible for: Quality First Teaching Approaches.

Role of the Class

The teacher will:

Teacher:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- 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
- Participate in arrangements for preparing pupils for external tests

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 coordinated outcomes
- Lead the continuing development of a subject or subjects in the curriculum
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach

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

Communication

- Communicate effectively with professionals, 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

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

Management of staff and resources

- Direct and supervise support staff assigned to them
- Deploy resources delegated to them

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 (Main Scale Teacher)

All candidates should demonstrate how well their qualifications and experience, personal qualities, skills, professional knowledge and understanding and knowledge of safeguarding meet the requirements of the person specification.

QUALIFICATION AND EXPERIENCE

Method of Assessment

Candidates should have:

Qualified Teacher Status (QTS)	Application Form
Experience across the appropriate age range(s)	Application Form, References
Degree or equivalent qualification	Application Form
Evidence of recent, appropriate professional development	Application Form, References
Successful primary teaching experience	Application Form, References

SKILLS AND KNOWLEDGE	Method of Assessment
Candidates should have:	
Knowledge of the National Curriculum	Application Form, References, Interview, Assessment Process
Knowledge of effective teaching and learning strategies	Application Form, References, Interview, Assessment Process
A good understanding of how children learn	Application Form, References, Interview, Assessment Process
Ability to adapt teaching to meet pupils' individual needs	Application Form, References, Interview, Assessment Process
Ability to build effective working relationships with pupils	Application Form, References, Interview, Assessment Process
Knowledge of guidance and requirements around safeguarding children	Application Form, References, Interview
Knowledge of effective behaviour management strategies	Application Form, References, Interview, Assessment Process
Good ICT skills, particularly using ICT to support learning	Application Form, References, Interview
Good written and oral communication skills	Application Form, References, Interview
Skills in conflict resolution	Application Form, References, Interview
The ability to respond effectively and efficiently to daily challenges	Application Form, References, Interview

PERSONAL QUALITIES	Method of Assessment
Candidates should have:	
Enthusiasm and determination	Application Form, Interview
A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school	Application Form, References, Interview
High expectations for children's attainment and progress	Application Form, References, Interview
Ability to work under pressure and prioritise effectively	Application Form, References, Interview
Commitment to maintaining confidentiality at all times	References, Interview
Commitment to safeguarding and equality	References, Interview

SAFEGUARDING	Method of Assessment
Candidates should have:	
Knowledge of national and local safeguarding guidance	Application Form, Interview
Experience of safeguarding and promoting the welfare of children and young people	Application Form, Interview
A commitment to work with relevant agencies to protect children and young people	Application Form, Interview

Walkley Primary School is committed to safeguarding and promoting the welfare and safety of children. We expect all our staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act (ROA) 1974. All shortlisted candidates will be asked to disclose any cautions or convictions prior to interview. The amendments to the ROA Exceptions Order 1975 (2013 & 2020) provide that certain convictions and cautions are 'protected' and are therefore not subject to disclosure to employers. Guidance and criteria on the filtering of these cautions and convictions can be found on the Ministry of Justice website.

Notes:

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

Last review date: 1st September 2024

Next review date: 1st September 2025

Headteacher/line manager's signature:  _____

Date: 28.04.25 _____

Postholder's signature: _____

Date: _____