

# ***Bitham Brook Primary School***



## **Job Description & Person Specification – Class Teacher**

**Job title:** Class teacher

**Salary:** MPR

**Reporting to:** Phase Assistant Headteacher

The teacher will:

- 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 curriculum, 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

#### **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 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
- Act positively and add to the energy of the team

### 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, and where appropriate, other teachers
- Deploy resources delegated to them

### Other areas of responsibility

- To act as a Subject Leader for a foundation subject

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>• Secure knowledge of the National Curriculum and relevant subject content knowledge</li><li>• Secure knowledge and use of effective teaching and learning strategies</li><li>• The ability to effectively match pedagogical approaches to subjects and the content of lessons</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>• Up-to-date knowledge of guidance and requirements around safeguarding children</li><li>• Knowledge and the ability to use 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><li>• Commitment to your own professional development and improvement</li></ul>

## **Notes:**

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

**Last review date:**

**Next review date:**

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

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**Date:**

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**Postholder's signature:**

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**Date:**

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## **Advert – Class Teacher**

**Job title:** Class Teacher – KS1

**Start Date:** 1<sup>st</sup> September 2021

**Salary:** Main Pay Scale

**Hours:** Full-time

**Closing date for applications:** 10.00 am Friday 25<sup>th</sup> June 2021

**Shortlisting:** Monday 28<sup>th</sup> June 2021

**Interview date:** Wednesday 30<sup>th</sup> June 2021



Bitham Brook Primary School is a vibrant, very popular and welcoming school situated in Westbury, Wiltshire. We are seeking to appoint a Class Teacher for Year 1 who will join a caring team of staff who pull together, particularly in times of challenge. Our school is also blessed with wonderful pupils, who won't fail to bring a smile to your face, and a supportive school community.

The school is currently going through an exciting period of change and the extension to our school building should be finished early in 2022. Once completed, the school will be able to enhance even further the richness of its curriculum and provide our children with the opportunities they deserve to flourish and excel. Many areas of our teaching practice are at the cutting edge and the successful candidate will have the opportunity to add to this thinking as well as benefitting from being part of the school's journey.

We are seeking to appoint enthusiastic and committed teacher who is:

- passionate about both the children's and their own learning and development
- able to deliver engaging lessons that are focused and enable all children to progress through our curriculum

- able to use formative assessment in an insightful but manageable manner
- a creative practitioner who is eager to continue learning and driven to improve their practice
- a team player who will add to the energy and enthusiasm of the team
- able to prioritise and pace themselves

Visits to the school prior to submitting your application are encouraged. The headteacher or a senior member of staff will be happy to show you around (bearing in mind the current safety guidelines) and help you to get a good sense of the school prior to application.

To arrange a visit, please contact Mrs Claire Clift: [finance@bithambrook.wilts.sch.uk](mailto:finance@bithambrook.wilts.sch.uk)

**This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.**

**All applicants will be subject to a Disclosure and Barring Service check before appointment is confirmed.**