

Grading

Job Description and Employee Specification

<u>Job title:</u> Classroom Teacher (Primary)	<u>Service area:</u> Learning Skills and Culture - Schools
<u>Post number:</u>	<u>Division:</u> Schools
<u>Grade:</u> M1 – M6	<u>Section/team:</u>
<u>Overall purpose of job:</u> ◆ You are required to carry out the professional duties of a schoolteacher as set out in the School Teachers Pay and Conditions document. ◆ The post holder will be expected to work in accordance with the policies of the school and the Local Authority.	
Post holders will be expected to be flexible in undertaking the duties and responsibilities attached to their post and may be asked to perform other duties, which reasonably correspond to the general character of the post and are commensurate with its level of responsibility.	
<u>The Vacancy</u> Required from September 2025 – The governors and Headteacher of this exciting school are seeking to employ an enthusiastic, adventurous and community focused teacher to join our well established and happy team at Althorpe and Keadby. This is a temporary 1 year post in Key Stage 1 in the first instance. We are a sporty, competitive school and we believe every child should have the opportunity to ‘find their thing’ while they are with us at school. We are looking for someone with this ethos. Experience in leading aspects of the curriculum is not essential but would be beneficial to the post. We are looking for: • Has a proven track record of quality first teaching and learning • Is passionate about the development of the whole child • A positive attitude to sport, health, competition and adventure • Is an excellent highly motivated practitioner with a track record of forming good relationships with wider team members and the community • Has a creative flair and can contribute new ideas to our curriculum • Experience or interest in developing subject leadership skills • Enjoys reading around evidence-based approaches to teaching and learning	

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- Has the ability to motivate challenge and inspire our children to achieve their potential

We can offer you

- A dedicated, well -established and experienced staff, leadership and governance team
- The best pupils! Our pupils are well- behaved, interesting, motivated and competitive
- The opportunity to develop subject leadership and middle leadership skills. Specific time to grow and develop these skills and a commitment to effective middle leadership CPD
- A creative, innovative a family centred school
- A supportive community of parents and carers
- Fun

Main responsibilities:

- ◆ To teach a class full time, to the high standard expected by the Headteacher, Governors and the community served by the school.
- ◆ To act as curriculum leader for *an area yet to be decided* on
- ◆ To be responsible to the Headteacher or her representatives.
- ◆ To maintain good order and discipline among pupils whilst safeguarding their health and safety during activities which take place within and outside school.
- ◆ To supervise and manage other adults, for example teaching assistants and / or special needs support assistants.
- ◆ To attend staff meetings, parents' evenings and school training day meetings as appropriate.
- ◆ To participate in procedures for implementing the school's Performance Management policy.
- ◆ To perform delegated duties in accordance with any directives reasonably given by the Headteacher or her representatives.

TEACHING AND PASTORAL CARE

- ◆ As a classroom teacher plan, prepare and teach to meet the educational needs of all children assigned in accordance with the National Curriculum and policies of the school.
- ◆ To be aware of individual needs within the classroom, both educational and pastoral.
- ◆ To identify and support accordingly, pupils with special needs, including more able children, in liaison with other school staff and professional from external agencies.
- ◆ Provide guidance on the social and personal development of children and undertake pastoral care of pupils.
- ◆ To have high expectations and to create a learning environment of high quality and organisation.
- ◆ To work within the stated curricular organisational and philosophical aims of the school and assist in achieving their effectiveness.
- ◆ To co-operate with other members of staff, work as part of a team with professionalism, to achieve the overall aims and objectives of the school.
- ◆ To take part in the assessment of pupils within the school in accordance with statutory

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- ◆ guidelines and school policies.
- ◆ To liaise with parents and keep them informed about their child's education and progress in line with school policy.

PROFESSIONAL DEVELOPMENT

- ◆ To review personal teaching methods and programmes of work.
- ◆ To undertake, as necessary or required, training to ensure continued professional development.

Note

Post holders will be expected to be flexible in undertaking the duties and responsibilities attached to their post and may be asked to perform other duties, which reasonably correspond to the general character of the post and are commensurate with its level of responsibility. This job description is provided for guidance only and does not form part of the contract of employment.

Date of Job Description

Date copy sent to Post holder

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POST NUMBER	JOB TITLE	HOURS PER WEEK	
FACTORS	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
Education, Training and Qualifications	❖ Qualified Teacher Status ❖ Evidence of keeping up to date with educational thinking and knowledge ❖ Knowledge of positive behaviour management ❖ Be prepared to attend appropriate courses	❖ Good honours degree ❖ Post-graduate study (PGCE) ❖ Other relevant qualifications ❖ Evidence of attendance of educational courses	❖ Application form ❖ Interview ❖ References ❖ Certificates
Experience	❖ Successful teaching experience within the primary sector ❖ Recent Key Stage 2 experience ❖ Experience of using ICT in the classroom ❖ Experience of supporting pupils overcome boundaries to learning such as disadvantaged pupils, SEND and EAL pupils ❖ Ability to work alongside colleagues as part of a team	❖ Experience of leading a curriculum area ❖ Experience of teaching in different primary Key Stages	❖ Application form ❖ Interview ❖ References
Knowledge and Skills	❖ Excellent classroom teacher ❖ Ability to get on with people and establish relationships with governors, staff, parents and pupils. ❖ High standard of communication skills ❖ Skilled in effective behaviour management ❖ Sound understanding of Primary Strategy / Curriculum initiatives ❖ Good ICT skills	❖ Expertise of one or more curriculum areas ❖ Experience of developing school policy documentation, subject improvement, schemes of work and assessment ❖ Ability to organise extra-curricular activities	❖ Application form ❖ Interview ❖ References

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Personal Qualities	❖ Reliable, honest, efficient, well-organised ❖ Creative and innovative ❖ Interested in the development of the whole – child ❖ Openness and willingness to learn ❖ Good communication skills – able to relate to people at all levels ❖ Able to set targets and meet deadlines ❖ Caring and understanding approach with commitment to justice, equity and equal opportunities ❖ Sense of humour ❖ Enthusiastic, energetic, imaginative, forward looking, hard working ❖ Professionalism, sensitivity and discretion	❖ Whole ‘rounded’ personality ❖ Be able to work on own initiative within the school framework ❖ Be a positive and enthusiastic forward looking teacher ❖ Commitment to parental/community involvement	❖ Application form ❖ Interview ❖ References
Working Arrangements	❖ Available for some out of hours working, including Parents Evening, and other in-service commitments	❖ Interests other than education ❖ Willingness to participate in school extra-curricular activities ❖ Residence within reasonable travelling distance from school	❖ Application form ❖ Interview ❖ References
Employee: (signed) _____ (print) _____ Date: _____ Manager: (signed) _____ (print) _____ Date: _____			