

Teaching - Job Description & Person Specification

Main purpose of the role

To deliver high quality teaching and learning to pupils who are assigned to the post holder the teacher will teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs. The post holder will be able to maintain the positive ethos and core values of the school, both inside and outside the classroom as well as being able to contribute to constructive team building amongst teaching and non-teaching staff, parents and governors.

Specific Responsibilities

- Establish and maintain effective working relationships with colleagues as well as other professionals and institutions.
- Follow the teacher standards.
- Work daily to develop the ethos of the school within the classroom so that it permeates the whole curriculum.
- Ensure the safeguarding of all children and report all concerns to the designated lead person by following the schools agreed policies and procedures
- Maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy.
- Plan and deliver lessons with regard for the school's aims, policies and schemes of work.
- Provide clear structures for lessons which maintain pace, motivation, challenge and are differentiated to enable all children access to the curriculum.
- Make effective use of assessment information on pupil's attainment and progress in planning future lessons.
- Keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning.
- Ensure effective teaching of whole classes, groups and individuals, establishing high expectations of behaviour and attainment so that teaching objectives and good progress are consistently achieved.
- Create systems of organisation within the classroom to support teaching and learning and personal development of children.
- Know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively.
- Have a secure understanding of how a range of factors can inhibit pupils' ability to learn, and how best to overcome these.
- Demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support pupils' education at different stages of development.

- Responsible for the behaviour of all children in accordance with the school behaviour policy and to encourage children to take responsibility for their own actions.
- Make effective use of resources (including other adults) to impact on pupil learning and progress.
- Create an exciting and interesting environment for teaching and learning to take place, in which children feel confident, secure and happy.
- Be familiar with the Code of Practice for SEN and be responsible for recognising the special needs of children and to provide an effective curriculum for them in consultation with the Head teacher, SENCO and parents.
- Recognise and be aware of medical and behavioural needs and to develop and implement appropriate strategies, records and support systems in consultation with outside agencies.
- Strive to improve personal skills and talents through self-evaluation and identification of further professional needs.
- Assess and record each pupil's progress systematically with reference to the school's current Assessment Policy and use the results to inform planning.
- Mark and monitor class work and homework, providing constructive feedback and setting targets enabling the child to make further progress.
- Provide verbal and written reports, formal and informal, on individual pupil progress, to the Head teacher, Senior Leaders and parents as required.
- Participate in meetings which relate to the school's leadership, curriculum, administration organisation.
- Participate, as required in meetings with colleagues, parents and other professionals in respect of duties and responsibilities of the post.
- Take responsibility for personal professional development.
- Supervise the work of any support staff, including cover supervisors and support teachers, who are assigned to work with the post holder's pupils.
- Liaise with staff and other relevant professionals and provide information about pupils as appropriate.
- Support assemblies which help to develop the moral, social and emotional development of the children.
- Implement agreed school policies and guidelines.
- Provide leadership across the school in a designated subject or curriculum area to include:
 - Monitoring quality and standards.
 - Contributing to school planning and self-evaluation.
 - Provide professional support to other teachers and support staff.
 - Advising the Headteacher on appropriate resources and materials.
 - Leading appropriate professional development.
- Attendance at staff meetings and Trust training activities where relevant.
- Participate in performance management.
- As this post requires working in Schools a DBS and barred lists check at the enhanced level will be required.



The duties and responsibilities highlighted in this Job Specification are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and scope of the post and the grade has been established on this basis.

Person Specification

Knowledge, Experience & Skills	Essential / Desirable	Shortlisting
Have a secure knowledge and understanding of the National Curriculum programmes of study and EYFS Curriculum	E	Y
Practical knowledge of strategies needed to establish consistently high aspirations and standards of results and Behaviour	E	Y
Practical knowledge of the monitoring, assessment, recording and reporting of pupils' progress at EYFS and Key Stage 1, including knowledge of the changes in the National Curriculum.	E	Y
The theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies)	E	Y
The statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN, and Child Protection	E	Y
Motivated to continually improve standards and achieve excellence	E	
Commitment to the safeguarding and welfare of all pupils	E	Y
Excellent communication, planning and organisational skills	E	Y
Ability to raise attainment of all pupils	E	
Level 6 qualification e.g. Bachelor Degrees	E	Y
Qualified Teacher Status	E	Y
Evidence of further professional development	D	Y



Communicates effectively on a 1:1 basis about straightforward and detailed issues with a range of people	E	
A shared commitment to the Trust's values - Child centred, Collaboration, Curiosity, Challenge	E	Y
Committed and passionate about the provision of outstanding Primary education.	E	Y
A commitment to safeguarding and promoting the welfare of children and young people.	E	