Teacher

Job description & Person Specification

Job Details

Schools:	**LifeFull Schools Federation:** Princess Frederica (PF) St Thomas' (ST) and St Clement & St James (SCSJ) CE Primary Schools
Salary:	M1 to M6
Contract type:	Full time and permanent
Reporting to:	Heads of School and Executive head teacher

Main Purpose of Job

- **To deliver high quality lessons that meet the educational needs of pupils, ensuring outstanding learning and teaching**
- **To ensure all pupils develop our core values**
- **To carry out the duties of a school teacher as set out in the Teachers Standards and School Teachers' Pay and Conditions document.**

Areas of accountability

1. Teaching and learning

- To prepare and teach high quality lessons that meet the needs of all children in your class
- To follow and contribute to schemes of work
- To assess pupil work providing appropriate feedback to encourage further improvement
- To maintain comprehensive records of pupils' progress and assessment in line with whole school policy
- To report on pupil progress in line with the whole school policy
- To promote and the progress of all pupils and their well-being, with due regard for discipline, health and safety
- To maintain a stimulating, safe and appropriate learning environment

2. Whole school responsibilities

- To participate in staff meetings, INSET meetings and consultations which relate to the general wellbeing and development of pupils
- To maintain good order and discipline among pupils, safeguarding their health and safety both on school premises and when engaged in out of school activities
- To advise and cooperate with the headship team and other members of staff on the preparation and development of policies, schemes of work, teaching materials, methods of teaching and assessment and pastoral arrangements
- Take appropriate responsibility for wellbeing, health and safety of themselves and of others: pupils, visitors, work colleagues.
- Take responsibility for raising safeguarding concerns with the designated safeguarding lead

- Participate in arrangements in line with the school performance management procedures
- To undertake playtime duties as directed.
- To cover for absent colleagues.

3. Curriculum leadership
(to be undertaken by all teachers apart from those in their first year on the early career framework programme.)

To promote quality teaching and learning in a curriculum area through:
1. Developing a clear vision
2. Improving planning and assessment
3. Delivering INSET/workshops
4. Monitoring and evaluating attainment, progression and breadth of study
5. Keeping parents and Governors informed
6. Supporting teachers in curriculum delivery
7. Improving resourcing for your curriculum area, including books, equipment and software

To be responsible for an area of the curriculum including:
- advising colleagues
- attending leaders' meetings
- To carry out an annual audit of needs and draw up a spending plan for your curriculum area and to carry out purchasing in line with the school's ordering procedures.
- Monitoring the annual budget for your curriculum area
- To implement the action plan for your own curriculum area

Other

- Undertake such other duties as the headship team from time to time may direct

All members of staff are expected to take responsibility for their work, encourage and accept feedback from colleagues and line managers and respond to or adapt to change as required. We expect all members of staff to continue to learn and develop as professionals, attending relevant training to update knowledge and skills, enhancing qualifications and engaging in the performance management process.

Please note that this list of duties is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks involved in this role. The post holder may be required to do other duties appropriate to the level of the role, as directed by the executive head teacher.

Person Specification for Class Teacher

CRITERIA	QUALITIES	Application	reference	observation	interview & task
Qualifications and Training	Essential - Achieved QTS status	**X**			
	Essential - Degree level qualification	**X**			

Experience	Desirable - experience of teaching in an inner-city primary school	**X**			
	Desirable - Experience of teaching more than one key stage	**X**			
	Desirable - Experience of leading a subject	**X**	**X**		
Skills and Knowledge - all elements are essential	Strong knowledge of effective teaching and learning pedagogical strategies	**X**	**X**	**X**	
	Good subject and curriculum knowledge	**X**	**X**	**X**	
	Ability to plan and teach well-structured lessons.	**X**	**X**	**X**	
	Ability to promote good progress and outcomes by pupils	**X**	**X**		**X**
	Ability to make accurate and productive use of assessment.	**X**		**X**	
	Ability to manage behaviour effectively to ensure a good and safe learning environment using a range of strategies	**X**	**X**	**X**	
	Good written and oral communication skills including use of IT	**X**	**X**		**X**
	Knowledge of guidance and requirements around safeguarding children	**X**			**X**
	Ability to build effective working relationships with colleagues, pupils and parents	**X**	**X**		**X**
	Ability to manage own work effectively		**X**		**X**
Personal Qualities	Be committed to ongoing professional development	**X**	**X**		**X**
	Holds self and others accountable for high standards of work and conduct	**X**			**X**
	Seek advice to improve practice		**X**		
	Reflective and self-evaluative				**X**
	Able to respond to feedback positively and act upon it		**X**		

	Ambitious and self-motivated	**X**	**X**		**X**
	Organised and thorough – with a strong attention to detail	**X**	**X**		**X**
	Resilient and adaptable		**X**		**X**
	Able to self-regulate		**X**	**X**	
	Have a positive outlook with a good sense of humour	**X**			**X**
	Creative and innovative	**X**		**X**	
	Analytical				**X**
	Able to manage complexity				**X**
	Have an authoritative presence		**X**	**X**	

When writing the supporting statement **please ensure** that you have **<u>covered all the points required in the application column above.</u>**

Please give personal examples to support the points that you make.