

### **JOB DESCRIPTION**

<b>SCHOOL/LOCATION:</b>	St Simon and St Jude C of E Primary School
<b>JOB TITLE:</b>	Key Stage 1 Teacher
<b>RESPONSIBLE TO:</b>	<ul style="list-style-type: none"> <li>- Head of School and Executive Headteacher in all matters.</li> <li>- Members of the senior leadership team in the school/Trust.</li> </ul> <p>The post holder is also expected to interact on a professional level with colleagues to promote a mutual understanding of the school curriculum with the aim of improving teaching and learning across the school.</p>
<b>GRADE:</b>	M1 – M6
<b>SALARY:</b>	£30,000 - £41,333
<b>CORE PURPOSE:</b>	Be responsible for the learning and achievement of all pupils in the class, ensuring equality of opportunity for all, which enables pupils to reach their individual potential enabling them to flourish and succeed.

### **KEY DUTIES & RESPONSIBILITIES**

All teachers are required to carry out the duties of a school teacher as set out in the current School Teachers Pay and Conditions Document. Teachers should also have due regard to the Teacher Standards.

#### **TEACHING**

- Deliver the curriculum as relevant to the age and ability group/subject/s that is being taught.
- Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate.
- Be accountable for the attainment, progress and outcomes of pupils being taught.
- Be aware of pupils' capabilities, their prior knowledge and plan teaching and differentiate appropriately to build on this demonstrating knowledge of and understanding of how pupils learn.
- Have a clear understanding of the needs of all pupils, including those with special educational needs, gifted and talented, EAL, disabilities, and be able to use and evaluate distinctive teaching approaches to engage and support them.
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English.
- If teaching early reading, demonstrate a clear understanding of appropriate teaching strategies e.g. systematic synthetic phonics.
- Use an appropriate range observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all backgrounds, abilities and dispositions, monitoring learners progress and levels of attainment.
- Make accurate and productive use of assessment to secure pupils' progress.
- Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback, reflect on progress, their emerging needs and to take a responsible and conscientious attitude to their own work and learning.
- Use relevant data to monitor progress, set targets, and plan subsequent lessons.

- Set homework and plan other out of class activities to consolidate and extend the knowledge and understanding pupils have acquired as appropriate.
- Participate in arrangements for examinations and assessments within the remit of the School Teacher's Pay and Conditions Document.

### **BEHAVIOUR AND SAFETY**

- Establish a safe, purposeful, and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions, and rewards consistently and fairly.
- Manage classes effectively, using approaches which are appropriate to pupils needs to inspire, motivate, and challenge pupils.
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.
- Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils.
- Have high expectations of behaviour, promoting self-control and independence of all learners.
- Carry out playground and other duties as directed and within the remit of the current School Teachers Pay and Conditions Document.
- Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school protocol/procedures.

### **TEAMWORK AND COLLABORATION**

- Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school.
- Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies.
- Cover for absent colleagues within the remit of the School Teachers Pay and Conditions Document.
- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them.
- Contribute to the selection and professional development of other teachers and support staff including the induction and assessment of new teachers, teachers serving induction periods and where appropriate threshold assessments.
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil.
- Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support.
- Deploy support staff effectively.

### **FULFIL WIDER PROFESSIONAL RESPONSIBILITIES**

- Work collaboratively with others to develop professional relationships.
- Make a positive contribution to the wider life and ethos of the school.

- Communicate effectively with parents with regard to pupils' achievements and wellbeing.

### **PROFESSIONAL DEVELOPMENT**

- Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues.
- Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils progress, attainment and wellbeing, refining your approaches where necessary and responding to advice and feedback from colleagues.
- Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school/Trust or as developed as an outcome of your appraisal.
- Fully engage with the Trust's performance and development process.

### **GENERIC REQUIREMENTS**

- To attend staff meetings and Trust based INSET as required.
- To always maintain the utmost confidentiality regarding all reports, records, personal data relating to staff and pupils and other information of a sensitive or confidential nature acquired while undertaking duties for the Trust, with due regard to General Data Protection Regulations.
- Ensure the values of Rise Multi Academy Trust are evident in every aspect of the discharge of the duties of the post.
- Model the highest professional standards to staff and pupils in all aspects of the role, leading by example, always working to the standards as set out in the staff Code of Conduct.
- Contribute to the formulation and implementation of the Rise Multi Academy Trust Improvement Plan.
- Be prepared to work 'across piece', being flexible and interested in other areas.
- Be aware of and take part in the Trust's Performance Management framework participating in training and development activities as required.
- Work in a manner that actively safeguards the wellbeing and safety of pupils, ensuring pupil voice and appropriate confidentiality.
- Carry out duties placed on staff by Health and Safety legislation.
- Carry out appropriate additional tasks at the request of the senior leader.

### **REVIEW AND AMENDMENT**

- This job description is a guide to the duties the post holder will be expected to undertake. It is not intended to be exhaustive or exclusive and will be subject to change as working requirements dictate and to meet the organisational requirements of the Trust.

## PERSON SPECIFICATION

ATTRIBUTES	REQUIREMENTS	ESSENTIAL OR DESIRABLE
<b>EDUCATION &amp; TRAINING</b>	A good Honours Degree.	E
	Qualified Teacher Status.	E
	Evidence of engagement in relevant or continuing professional development.	E
<b>EXPERIENCE &amp; SKILLS</b>	Successful experience of teaching Key Stage 1 children (or teaching practice).	E
	Experience in supporting improvements in teaching and learning.	E
	Experience in using data to inform planning and future developments.	E
	Experience in monitoring, evaluation, and review to support improvements/improved outcomes.	E
	Able to assess and record the progress of pupils learning to inform next steps and monitor progress.	E
	Exemplary classroom practitioner.	E
	Excellent communication and interpersonal skills.	E
<b>PERSONAL ATTRIBUTES</b>	Takes responsibility for managing own professional development.	E
	Contributes to and implements whole school policies.	E
	Participates in and contributes to whole school improvement.	E
	Establishes professional, supportive, and appropriate relationships with children, parents, carers, and other professionals.	E
	Willingness to assist and participate in the wider aspects of school life.	E
	Promotes a distinctively Christian ethos as well as British Values, nurturing respect, and tolerance for everyone across all subjects.	E
	Commitment to the highest standards of equality and celebration of diversity.	E
<b>SAFEGUARDING &amp; EQUAL OPPORTUNITY</b>	Must be able to recognise discrimination in its many forms and willing to put Trust's Equality Policies into practice.	E
	Commitment to safeguarding pupils.	E

	Knows and understands the principles and values of underpinning safeguarding and the promotion of the wellbeing of children and young people.	E
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