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*Achieving Excellence Together in a Caring Community*

Job description: KS2 Class Teacher

Dorchester Primary School is committed to creating a diverse workforce. We will consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.

# Job details

**Salary:** £29,915 - £41,136 (Main Scale 1 – 6 Outer London)

**Hours:** Monday – Friday 195 days per year (190 contact days plus 5 INSET)

**Contract type:** Full-time, permanent

**Reporting to:** Year Group Leader

**Responsible for**: LSA within class

# Main purpose

The teacher will:

* Be responsible for the attainment and progress of an upper KS2 class
* 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 children, making accurate and productive use of assessment
* Adapt teaching to respond to the strengths and needs of children
* Set high expectations which inspire, motivate and challenge children
* Promote good progress and outcomes by children
* Demonstrate good subject and curriculum knowledge
* Participate in arrangements for preparing children for external tests
* Work within the school’s restorative approach to promoting positive behaviour and building relationships
* Communicate well with parent(s) and carer(s) about the progress, attainment and wellbeing of the children

**Whole-school organisation, strategy and development**

* Contribute to the development, implementation and evaluation of the school’s policies, practices and procedures, 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
* Lead a foundation curriculum subject and work with the Curriculum Learning Leader to enthusiastically champion your subject, ensure standards are high, support colleagues with its delivery and lead CPD relating to that subject. (If ECT Year 1, join a subject team to gain experience and be mentored in subject leadership)

**Health, safety and discipline**

* Promote the safety and wellbeing of children
* Maintain good order and discipline among children, managing behaviour effectively to ensure a good and safe learning environment
* Take a restorative approach to the management of behaviour

**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
* Attend weekly staff meetings and other training as identified by the CPD lead

**Communication**

* Communicate effectively with children, parent(s) and carer(s)
* Send regular updates for your class to the Deputy Head teacher to share on school social media
* Contribute to the weekly newsletter as required
* Provide timely information to parent(s) and carer(s) relating to your class

**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
* Contribute to wider reports and referrals for pupils as required

**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

Other areas of responsibility

* Leading a foundation curriculum subject
* A willingness or interest to run or assist with a co-curricular club

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

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| --- | --- |
| criteria | qualities |
| **Qualifications and experience** | * Qualified teacher status
* Degree
* Successful primary teaching experience
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| **Skills and knowledge** | * Knowledge of the National Curriculum
* Knowledge of effective teaching and learning strategies
* A good understanding of how children learn
* Ability to adapt teaching to meet children’ needs
* Ability to build effective working relationships with children
* Knowledge of guidance and requirements around safeguarding children
* Knowledge of effective behaviour management strategies
* Good ICT skills, particularly using ICT to support learning
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| **Personal qualities** | * A commitment achieving excellence together in a caring community
* High expectations for children’s attainment and progress
* Ability to work under pressure and prioritise effectively
* Commitment to maintaining confidentiality at all times
* Commitment to safeguarding and equality
* Positivity and enthusiasm
* A willingness to try new things and be creative
* The ability to work well as part of a team, communicate well and share ideas, resources and information with colleagues
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# Notes:

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

Last review date: October 2021

Next review date: September 2022

Headteacher/line manager’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postholder’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_