



# St Margaret's Primary Academy

## Job Description

**Post:** KS2 Teacher

**Responsible to:** The Headteacher

**Grade:** Main Pay Range

**REAch2 is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. An enhanced DBS disclosure will be requested where required.**

**Duties:** To carry out all the professional duties of a teacher as set out in The Conditions of Employment for School Teachers (Document on Pay and Conditions) specify the general professional duties of all teachers. In addition, certain duties are reasonably required to be exercised and completed in a satisfactory manner.

**Responsible for:**

- Supporting the vision, ethos and policies of the school and promoting high levels of achievement in KS2.
- Supporting the creation and implementation of the school improvement plan, particularly where it relates to KS2.
- To continue to meet the required Standards for Qualified Teacher Status.
- To provide an effective, stimulating and well organised classroom and be an enthusiastic teacher, whose classroom practice demonstrates ability to help children achieve success.
- Evaluating the effectiveness of the provision in KS2 in close collaboration with the leadership team.
- Organising and managing teaching and learning in KS2.
- The development and monitoring of the curriculum provision.
- Supporting the Headteacher in the monitoring of the quality of teaching and children's achievements, including the analysis of KS2 data.
- The pastoral care of children, promoting independence and good behaviour, in accordance with school policies.
- Ensuring that parents are fully involved in their child's learning and development and well-informed about the KS2 curriculum, their child's individual targets, progress and achievement.
- Developing the use of new and emerging technologies and techniques within the classroom.
- Responsible for creating and maintaining a secure and safe environment for the staff and students and for ensuring that all safeguarding and child protection procedures are adhered to.

## Teaching and Learning and assessment

Be an effective and professional class teacher by demonstrating good practice in:

- i. planning for effective learning by using clear learning goals and activities appropriate to the subject matter and the children being taught
  - ii. providing clear structures for lessons, and for sequences of lessons, which ensure progression, pace and challenge
  - iii. assessing and recording children's progress systematically with reference to the school's agreed practice and use this to inform planning
  - iv. marking and monitoring work, providing effective feedback and setting targets for future progress
  - v. using teaching methods which sustain the momentum of children's work and keep all children engaged maintaining a purposeful working atmosphere
  - vi. setting high expectations for children's behaviour, establishing and maintaining a good standard of discipline
  - vii. establishing a safe environment where respect and positive relationships flourish
  - viii. creating a stimulating and interesting classroom where curiosity, questioning and exploration are encouraged
  - ix. creating opportunities for co-operative working and for developing independence
  - x. make appropriate educational provision for children with SEND, Gifted and those learning with EAL, with support from the SENDCO
- Implement and keep records of individual progress on learning or behaviour targets for pupils in line with the SEND Code of Practice
  - Provide for the spiritual, moral, cultural, emotional and physical welfare of children.
  - Select and make use of ICT skills for classroom and management support
  - Be sensitive to issues relating to cultural considerations and equal opportunities and to ensure that appropriate action is taken to reduce and remove any inequalities that are identified
  - To take responsibility for other adults in the classroom ensuring they are effectively used to support the children's learning
  - Undertake any other reasonable and relevant duties in accordance with the changing needs of the school
  - Work closely with colleagues to undertake medium- and short-term planning and the implementation of agreed Schemes of Work
  - Ensure Health and Safety policies and practices including risk assessments, are implemented where appropriate



## Monitoring, Assessment, Recording, Reporting

- Assess how well learning objectives (WALTs) have been achieved and use them to improve specific aspects of teaching.
- Provide feedback for pupils and set targets together for progress.
- Assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving.
- Prepare and present informative reports to parents.
- Curriculum Development.
- Contribute to team responsibility for a subject or aspect of the school's work and develop plans which identify clear targets and success criteria for its development and/or maintenance.
- Contribute to the whole school's development activities.

**These duties may be varied to meet the changing demands of the school at the reasonable direction of the Headteacher. This job description does not form part of the contract of employment. It describes the way the post holder is expected to perform and complete the duties as set out above.**

## Person Specification

The person specification is a picture of the skills; knowledge and experience needed to carry out the job. It has been used to draw up the advert and will also be used in the short listing and interview process for the post. If you are a disabled person and are unable to meet some of the job requirements specifically because of your disability, please say this in your application. If you meet all the other criteria you will be short listed, and we will explore jointly with you if there are ways in which the job can be changed to enable you to meet the requirements.

Factors	Essential	Desirable	Measured By
<b>Qualifications &amp; Skills</b>			
Qualified Teacher Status, DfE number	Essential		A
Have relevant training	Essential		A
Clear communication/questioning skills – precise approach to written communication	Essential		O I A
ICT competent – Able to use IWB	Essential		O
Able to inspire children's interest in learning	Essential		O
A full Enhanced Disclosure from the Disclosure and Barring Service	Essential		A I
<b>Special Knowledge, Abilities and/or Experience</b>			
Knowledge of strategies to support learning, progress and standards across the curriculum in KS2 – evidence of impact on progress	Essential		A R O I
Knowledge of how ICT can be used to support/ enrich learning	Essential		A
Experience of teaching in Reception, KS2 or KS2	Essential		A O I

Effective classroom management skills – able to provide an effective environment for learning	Essential		O
Clear understanding of the role of assessment in the development of learning	Essential		A O I
Successful record of teaching within primary	Essential		A O I R
Awareness of national trends and developments	Essential		A I
Understand the importance of safeguarding	Essential		A I R
Evidence of commitment to personal and professional development	Essential		A I
<b>Personal Qualities</b>			
Flexibility of approach	Essential		R
Excellent organisational skills	Essential		O R I
Supportive – able to work as part of a team	Essential		R
Able to respond to and seek advice	Essential		R
Ability to work under pressure while maintaining a cheerful disposition	Essential		A O I
<b>Interest &amp; Motivation in the Role</b>			
Enthusiasm for children's learning	Essential		O I R A
A commitment to the integration of children with SEN in mainstream school environment	Essential		O I A
A willingness to contribute to all areas of school life	Essential		A R I
<b>*Key: A=Application, R=Reference, O=Observation, I=Interview</b>			