

Job Description	
Job Title:	Teacher
Terms & Conditions:	Teachers' Pay and Conditions
Pay Scale/ Grade:	PT Scale 1-6 and EPT as appropriate
Post term:	Permanent
Responsible to:	Headteacher
Line Managing:	NA

Job Purpose

To provide outstanding learning experiences, that secure outstanding learning and high achievement for a named class.

Key Responsibilities

- To take responsibility for a class of children and enthuse them with a desire to learn and an interest in the wider world along with a deep sense of themselves as successful learners.
- To secure high rates of progress that closes gaps and ensures every child secures high levels of skills in English and Maths, alongside other subjects. This includes excellent use of pupil data, rigorous assessments and feedback as key tools as well as planning and delivering sequences of lessons aligned to the school's curriculum.
- To adapt planning for children with SEND, EAL other barriers and for higher attainers.
- To work with the SENDCo to ensure provision of children with SEND is compliant with the SEN Code of Practice (writing and reviewing provision maps and Pupil Profiles, differentiate / adapt effectively, implement and track progress for EHCP outcomes).
- To support and effectively deploy any teaching assistant assigned to the class or children within the class.
- To promote and model British Values and to use the school's behaviour policy to establish and maintain a calm, purposeful environment that optimises learning and emotional health.
- To develop a self-reflective way of working; to constantly strive to improve your practice, and to model and encourage that with all pupils and adults.
- To maintain productive and regular communication with parents and carers, and to work with them sensitively in line with the school vision and policies including parents' evenings and providing written reports.
- To work with a range of staff, including those in other Trust schools, to develop, implement and evaluate successful practice.
- To secure agreed Trust's practice and policies in your work with children, including maintaining confidentiality in line with GDPR.
- To contribute, as appropriate, to school self-evaluation and school improvement work.
- To maintain a deep commitment to your own professional development using opportunities to strengthen your own practice including attending all staff meetings and INSET days.

- To work with others in developing opportunities for children to present their work, or perform to wider audiences, and to work to secure learning opportunities beyond the classroom and school.
- To lead. As appropriate, a wider curriculum subject from EYFS to year 6, supported by the senior leadership team.
- To maintain progress in agreement with the yearly School Improvement Plan.
- To take on other duties as reasonably requested by the school leadership.
- To carry out the professional duties of a teacher as outlined in the School Teachers' Pay and Conditions document currently in operation, or any subsequent legislation.
- This job description should be read in conjunction with the current School Teachers' Pay and Conditions document and the provisions of that document will apply to the post holder.

Health & Safety

- Co-operate with health and safety requirements.
- Report all defects and hazards to the members of staff responsible for this in your school.
- To complete the action risk assessments for all potentially hazardous on/off site activities.
- To not undertake unsafe acts. Inform employer of any "Near-Misses".
- To be familiar with the emergency action plans for fire, intruder, first aid, bomb security and off-site issues.
- To raise health and safety issues with pupils.
- To adhere to online safety and acceptable use policies.

Responsibilities

- Promote and ensure the health and safety of pupils (staff & visitors) at all times.
- Be aware of and comply with all school & United Learning policies and procedures.
- Contribute to the overall ethos/work/aims of the schools within Oxford Cluster
- Be aware of and support differences and ensure all pupils have equal access to opportunities to learn and develop.
- Appreciate and support the role of other professionals.
- Attend and participate in relevant meetings as required.
- Participate in training and other learning activities and performance development as required.
- Ensure health and safety policies and procedures are complied with at all times.
- Treat all users of the school with courtesy and consideration.
- Present a positive personal image, contributing to a welcoming school environment which supports equal opportunities
- Demonstrate a deep commitment to safeguarding and promoting the welfare of children and follow all associated child protection and safeguarding policies of the school.
- Maintain confidential and professional conduct at all times

Performance Management

- To participate fully in the trust's Performance Management process
- Attend relevant INSET training for your role

Knowledge, Skills & Experience

- Keep up to date with developments relating to your role.
- Review and maintain your own professional practice through agreed development activities.
- Ensure statutory requirements are met.
- Ensure a secure knowledge and understanding of all school policies and procedures

Personnel

- Identify Continuing Professional Development (CPD) needs for yourself.
- Support the CPD of others.

- Able to undertake physical elements of the role.
- Practical with DIY skills
- Well organized, conscientious & reliable
- Flexible in their approach to planning their working day.
- Communicate effectively with all members of the team.
- Work collaboratively with other staff
- Meet in accordance with calendared meetings and with line managers as agreed

The above duties are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment. The job description allocates duties and responsibilities but does not direct the amount of time spent carrying them out, and no part of it may be so construed. This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and may be subject to modification or amendment at any time after consultation with the holder of the post. The duties may vary to meet the changing demands of the school at the reasonable discretion of the Head Teacher. This job description does not form part of the contract of employment. It describes the way the post-holder is expected and required to perform and complete the duties as set out in the foregoing.

Every member of staff has a responsibility to promote and safeguard the welfare of children and young people with whom they come into contact.

We take the safeguarding of students and staff seriously. All staff are expected to support this ethos.

All applicants will be subject to a safer recruitment process, including disclosure of criminal records and other vetting checks; the interview will include questions about safeguarding and protecting children.

References will be requested, and an online search will be completed for all shortlisted applicants who are invited to interview. On the day of interview all shortlisted applicants will be required to provide photographic ID and asked to complete a Self-disclosure form.

(Post holder)

Name	
Signature	
Date	

Person Specification - Teacher

Windale School is committed to safeguarding the welfare of children and young people and expect all staff and volunteers to share this commitment

	Essential	Desirable
Qualification Criteria	<ul style="list-style-type: none"> ● Qualified Teacher Status ● Qualified to degree level or equivalent. ● Qualified to work and teach in the UK. 	<ul style="list-style-type: none"> ● Further training and advancement of teaching skills. ● Professional NCTL Courses ● Post Graduate Study (Certificate, Diploma, Masters, etc)
Skills	<ul style="list-style-type: none"> ● Plan and deliver sequences of lessons effectively to cover the National Curriculum ● Work co-operatively as part of a team and deploy support staff effectively. ● Know how to deliver effective personalised provision and adapting teaching and learning for children with additional needs. ● Effectively use formative and summative assessment to improve teaching and learning through high-quality feedback and amended planning ● Strong verbal and written communication ● Demonstrate high expectations and commitment to pupils achieving their full educational potential. ● Strong commitment to inclusion ● Create a positive climate for learning in your own classroom. ● Create a safe and structured learning environment ● Create and maintain positive and supportive relationships with staff, pupils and parents through effective and professional communication. ● Reflect on and improve your own practice. ● Commitment to professional development ● Competent IT Skills ● Open and deep passion for education with a growth mindset 	<ul style="list-style-type: none"> ● Extensive experience of working with children with significant barriers to learning ● Know a range of approaches to assessment. ● Know when to draw on the expertise of colleagues. ● Know how to deliver effective personalised provision. ● Contribute to the wider life of the school. ● Use of a trauma-informed approach to teaching and learning ● Ability to implement EHCP provision

	<p>and belief that every child can learn and achieve.</p> <ul style="list-style-type: none"> ● Commitment to a set of values that places emotional health at the center of the school's ethos and actions. ● Organised and reflective approach to classroom and time management ● A flexible and forward-thinking attitude to challenge and adversity 	
Experience	<ul style="list-style-type: none"> ● Experience of classroom teaching ● Working with primary school-age pupils ● Experience of delivering lessons to cover the National Curriculum ● Experience of delivering a curriculum that incorporates safeguarding practice ● Strong mathematical subject knowledge and understanding of the progression in mathematical learning (if applying for Maths TLR) 	<ul style="list-style-type: none"> ● Experience of primary classroom teaching ● Experience of subject leadership ● Experience supporting / coaching colleagues to improve teaching and learning ● Extensive experience of working with children with significant barriers to learning ● Experience of delivering a curriculum that incorporates safeguarding practice.
Other	<ul style="list-style-type: none"> ● A deep commitment to securing the safety and wellbeing of all pupils. ● Understanding of Keeping Children safe in Education (KCSIE) ● Knowledge of safeguarding indicators and reporting procedures ● The successful applicant will have to undergo a DBS check, and references will be required in line with our Child Protection and Safeguarding Policy 	<ul style="list-style-type: none"> ● Ability to run clubs and enrichment events and opportunities ● Willingness to engage in wider school community activities